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**BOARD MEETING AGENDA**

**DATE:** January 8, 2026

**TIME:** 10:00 a.m.

**PLACE:** This meeting will be in-person at 900 Fifth Avenue, Suite 100, San Rafael.

**How to Provide Comment**

Members of the public may submit public comments by:

1. Emailing [amcgill@marinjpas.org](mailto:amcgill@marinjpas.org) the day before the meeting.
2. Attending the meeting and speaking during public comment periods.

**A. Report from Executive Officer (McGill)**

**B. Public Comment**

*Anyone wishing to address the Board on matters not on the posted agenda may do so. Each speaker is limited to two minutes. As these items are not on the posted agenda, the Executive Officer and the Board may only respond briefly. Public input will be taken as part of each agenda item.*

**C. [Approve Minutes of November 13, 2025, Regular Meeting](#) (McGill)**

**D. [Marin County Storm Water Pollution Prevention Program \(MCSTOPP\) Update and Fiscal Year 2026/27 Proposed Budget](#) (Carson)**

**E. [Transmittal of Annual Fiscal Year 2024/25 Year-End Financial Statement and Audit Report](#) (McGill)**

**F. Adjournment**

**NEXT SCHEDULED MEETING:** March 12, 2026

**NOTE:** A complete copy of the agenda packet is available on MGSA's website at <http://maringeneralservicesauthority.com>



900 Fifth Avenue, Suite 100  
San Rafael, CA 94901  
415.446.4428  
maringsa.com

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**BOARD MINUTES FOR MEETING OF NOVEMBER 13, 2025**

The MGSA Board Meeting came to order in person. The meeting started at 10:00 a.m.

**MGSA Board Members Participating:** President Andrew Poster, Vice President Robert Zadnik, and Board Members Amy Cunningham, Linn Walsh, and Kevin McGowan were present. Board Members John Stefanski and Greg Chanis.

**Program Contractors Attending:** Executive Officer Adam McGill and General Counsel David Byers.

**A. Report from Executive Officer**

The Executive Officer reported on activities since the last meeting. In particular:

- FY 2024/2025 Audit is complete and will be presented at the January 2026 Board meeting
- Animal Services Contract Negotiations Committee has been established
  1. MGSA EO
  2. County CEO's Office representative Linn Walsh
  3. Two representatives from Marin Manager's Association
    - Greg Chanis and Christa Johnson

**B. Public Comment**

None

**C. Approve Minutes of September 17, 2025, Regular Meeting**

Motion by Zadnik, seconded by McGowan, with noted correction to the spelling of Board Member McGowan's name, to approve the minutes for the September 17, 2025, Board Meeting. Motion was approved 4 – 0 with Board Member Walsh abstaining—no public comment.

**D. MGSA Board Appointments to the Community Media Center of Marin (CMCM) Board of Directors**

## **MGSA Board Meeting Minutes for November 13, 2025**

Motion by Board Member Cunningham to re-appoint Town of Fairfax Councilmember Barbara Coler and Belvedere City Manager Robert Zadnik, seconded by President Poster. Motion was approved 5-0. No public comment.

### **E. Community Media Center of Marin Annual Report Transmittal**

The Board received the report—no public comment.

### **F. Consider establishing a Marin Map Move Forward Ad Hoc Committee to Review the Marin Map Assessment Reports and Make Recommendations on any Program Modifications to the full MGSA Board**

Discussion by the Board. Motion by Board Member McGowan to establish a Board Ad Hoc Committee with himself, Linn Walsh as primary members, and Robert Zadnik as an alternate, if needed, seconded by Board Member Cunningham. Motion was approved 5-0—no public comment.

### **G. Authorize the Executive Officer to execute a Second Addendum to the Professional Services Contract with Marin County dated October 20, 2020, for PG&E - Energy Watch Partnership Funds for the Marin Climate and Energy Partnership**

Motion to approve by Board Member McGowan, seconded by President Poster. Motion carried 5-0—no public comment.

### **H. Election of 2026 Board Officers: 1) President and 2) Vice President**

Motion by Board Member McGowan to nominate Andrew Poster as President, seconded by Board Member Zadnik. Motion carried 5-0 without public comment.

Motion by Board Member McGowan to nominate Robert Zadnik as Vice President, seconded by Board Member Walsh. Motion carried 5-0 without public comment.

### **I. 2026 MGSA Board Meeting Schedule**

Motion by Board Member Cunningham to adopt the customary MGSA schedule of the second Thursday of each odd month at 10 am, located at the Transportation of Marin building, seconded by Board Member McGowan. Motion carried 5-0—no public comment.

**The meeting was adjourned at 11:24 a.m.**

**MGSA Board Meeting Minutes for November 13, 2025**



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**MEMORANDUM**

**DATE:** January 08, 2026

**TO:** MGSA Board of Directors

**FROM:** Adam McGill, Executive Officer

**SUBJECT:** Marin County Stormwater Pollution Prevention Program (MCSTOPPP) Fiscal Year 2026-27 Proposed Budget

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**Recommendation**

By motion, staff recommend adopting the attached Resolution 2026-01, supporting the proposed budget, and forwarding the recommendation to the Marin County Board of Supervisors.

**Discussion**

Rob Carson, MCSTOPPP Program Manager, has prepared the FY 2026-27 MCSTOPPP budget for review by the MGSA Board and a recommendation to the Board of Supervisors.

The attached memorandum and Mr. Carson's attachments review the proposed budget in detail. MGSA staff supports the recommended budget. Mr. Carson will attend the Board Meeting on January 08, 2026, to discuss the budget and answer questions from the Board.

**Attachments**

- **D1** - Fiscal Year 2026-27 Proposed MCSTOPPP Budget Memorandum and Exhibits A, B, and C
- **D2** - Draft Resolution 2026-01, titled "FY 2026-27 MCSTOPPP Budget."



**Marin Countywide Stormwater Pollution Prevention Program**  
**P.O. Box 4186 San Rafael, CA 94913-4186**  
**3501 Civic Center Dr. #304**  
**Tel. (415) 473-6528 Fax (415) 473-2391**  
**[www.mcstoppp.org](http://www.mcstoppp.org)**

**Date:** December 29, 2025

**Member Agencies:**

**To:** Marin General Services Authority Board of Directors

**From:** Rob Carson, Stormwater Program Administrator (MCSTOPPP)

**Belvedere**

**Subject:** Proposed MCSTOPPP Fiscal Year 2026-2027 (FY 26-27) Budget

**Corte Madera**

**Recommendation:** Accept report and recommend approval of Proposed FY 26-27 MCSTOPPP Budget.

**County of Marin**

**Introduction**

Thank you for this opportunity to present the proposed FY 26-27 MCSTOPPP Budget. The proposal reflects the costs of MCSTOPPP's FY 26-27 Annual Program Implementation Plan approved by the MCSTOPPP Agency Staff Committee at the January 2026 meeting. Your participation in the Marin Countywide Stormwater Pollution Prevention Program (MCSTOPPP) provides value to the member jurisdictions while helping ensure regulatory compliance with the Phase II stormwater permit and protection of the environment in a cost-effective manner.

**Fairfax**

**Larkspur**

**Mill Valley**

**Novato**

**Background**

The Marin County Flood Control and Water Conservation District, a special district under the County Board of Supervisors (BOS), administers MCSTOPPP through a Joint Exercise of Powers Agreement. The County BOS adopts MCSTOPPP's annual budget each June, after the budget is reviewed and recommended to the Flood Control District BOS by the MGSA Board.

**Ross**

**San Anselmo**

**San Rafael**

**Sausalito**

**Tiburon**

Staff are anticipating the reissuance of the statewide small municipal stormwater permit (Phase II permit) by the State Water Resources Control Board (SWRCB) in the 2025-26 fiscal year. The public review draft permit is expected early in 2026, with an adoption hearing in early FY26-27. While the new permit goes through the adoption process, Marin's municipal permittees must continue to implement existing permit requirements from the 2013 permit while laying the foundation for compliance with upcoming regulatory changes.

MCSTOPPP has been engaging with the state regulators to share the municipal perspective on practicable requirements. Looking forward, there are several mandated deadlines approaching in less than 5 years to demonstrate compliance through adopted plans, effective programs and constructed treatment projects for trash, PCBs, mercury and bacteria. Without continued progress, MCSTOPPP member agencies are at risk of missing regulatory deadlines and funding opportunities to help leverage implementation costs.

In the reissued permit, new programs are being mandated for municipal stormwater asset management, trash capture, commercial/industrial inspections, green infrastructure plans, water quality monitoring, stormwater permit cost reporting,

and public education. Significant regulatory changes are also being proposed to existing new and redevelopment stormwater requirements, and applicable pollutant-specific Total Maximum Daily Loads.

### **Discussion**

Since at least 2014, MCSTOPPP staff have been communicating to municipal public works directors and city/town managers the need to make local investments in stormwater capital improvement costs associated with mandated trash control and other pollutant specific TMDL requirements (PCBs, mercury, pesticides, pathogens). Those capital investments in stormwater projects are needed currently and anticipated to continue until treatment targets are met. The local funding is for local capital, engineering design and project management support, above and beyond the anticipated MCSTOPPP countywide stormwater program costs.

MCSTOPPP has been successful in securing federal grant funds from the EPA and a cooperative agreement with Caltrans to assist in design, permitting and construction of the stormwater treatment facilities. MCSTOPPP's ability to deliver on the competitive grants and cooperative agreements will depend on our member municipality's ability to advance stormwater infrastructure project designs and construction.

An analysis of the new permit requirements by our stormwater technical consultants estimated increased costs at the countywide program level of roughly \$500k for each of the first two years, and \$300-\$400k each year following through the permit term. The budget proposed for your consideration incorporates these estimates, partly offset by countywide and regional grant funds.

Please consider the following when comparing the proposed FY 26-27 budget to the previous year.

- **Professional Services** – The proposed FY 26-27 budget includes a \$100k (20%) increase in professional and consultant services over FY25-26 due to new programs, plans and projects mandated by the reissued statewide stormwater permit that must begin in year one. We are anticipating the need for consultant support to meet new permit requirements, develop approaches, plans and tools to prepare for year one requirements in 2025-26.
- **Staff Salaries** – The proposed budget includes a 6% increase in staff salaries to support an overall 4% cost of living adjustment for all staff. Staff salary costs include benefits and direct overhead.
- **Agency Contributions** – There is no proposed increase to the overall FY 26-27 municipal contribution compared to the past fiscal year. As we noted during the past several years as the permit negotiations progressed, the program costs are increasing with the new regulatory programs, monitoring and reporting requirements mandated by the reissued stormwater permit.
- **Reserve Funds** – The reserve fund is healthy, resulting from underspending the past several years' MCSTOPPP annual budgets (due mostly to delays at the state level on regulatory development and permit reissuance). The proposed FY 26-27 budget includes the use of about 27% of the reserve funds while still maintaining a robust operating reserve to allow for unanticipated permit compliance or grant-related costs.
- **Grant Funds and Cooperative Funding Agreements** – The FY 26-27 budget reflects one federal grant from the U.S. Environmental Protection Agency (EPA). The current EPA

grant was awarded in 2023 for \$4,073,070 and includes funding for design and permitting of 17 large full trash capture devices in eight municipalities, and the design and construction of a waste management facility for material from stormwater system maintenance. Agreements have been executed between MCSTOPPP and six participating member agencies formalizing roles and responsibilities under this funding. MCSTOPPP has executed a cooperative agreement with the CA Department of Transportation (Caltrans) to fund trash capture projects that deliver up to 210 acres of Caltrans rights-of-way stormwater treatment for an amount not to exceed \$21 million. This funding will be programmed into the MCSTOPPP budget as municipal projects are programmed in the local workplans.

- **Optional Permit Implementation Services** –The proposed FY 26-27 MCSTOPPP budget does not currently contain optional permit implementation services project. If current fiscal year projects lead to future needs that can be shared by affected municipalities, a project can be developed and circulated for financial commitments by the participating municipalities.

The proposed budget includes a contribution from MCSTOPPP member agencies of \$1,300,000. This contribution is supplemented by just over \$304,000 in MCSTOPPP reserve funds to balance the proposed \$1.6M in projected non-grant expenditures. The use of reserve funds beyond those proposed for use to balance the FY 26-27 budget would only be appropriated into the MCSTOPPP budget by the Flood Control District Board after MCSTOPPP receives a recommendation from the MGSA Board.

Exhibit C below lists the individual MCSTOPPP contribution amounts by agency for the proposed FY 26-27 MCSTOPPP budget.

MCSTOPPP staff will notify Marin’s finance directors of the MCSTOPPP municipal contribution amounts upon receiving a recommendation from the MGSA Board. MCSTOPPP may also communicate information about the fiscal impacts and timing of future requirements in this notification.

Table 1 summarizes the proposed FY 26-27 budget and the FY 25-26 adopted budget and projected actuals. The budget detail is available in Exhibit A below.

### **Projected Program Needs Beyond FY 26-27**

Marin permittees should anticipate costs for stormwater compliance to increase beyond FY 26-27 to account for mandated progress on pollutant specific TMDL and trash control programs, including significant capital costs around design, installation and maintenance of trash capture and the integration of low impact development and green infrastructure into public projects. These costs will impact local municipal capital improvement budgets directly, in addition to costs to support MCSTOPPP.

The countywide stormwater program will continue to follow the reserve recommendations of the MGSA Board and MCSTOPPP Budget Subcommittee to maintain at least a 5% operating reserve. This reserve funding will not be appropriated into the annual MCSTOPPP budget unless through recommendation from the MGSA Board to the Flood Control District BOS.

**Table 1**

MCSTOPPP Revenues, Expenditures and Fund Balances	FY25-26 Approved Budget	FY25-26 Projected	FY26-27 PROPOSED
<b>Revenues</b>			
Interest	\$ 2,000	\$ 53,671	\$ 5,000
<b>Total Contribution to MCSTOPPP</b>	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000
<b>Grant Revenue</b>	\$ 4,060,594	\$ 724,630	\$ 3,335,964
<b>Optional Permit Implementation Services</b>	\$ 10,000	\$ 10,000	\$ -
<b>Total Revenues</b>	<b>\$ 5,372,594</b>	<b>\$ 2,088,301</b>	<b>\$ 4,640,964</b>
<b>Expenditures</b>			
MCSTOPPP Fully Weighted Staff Salaries (including indirect County overhead (A87))	\$ 790,668	\$ 652,747	\$ 848,853
Professional Services	\$ 527,000	\$ 277,000	\$ 630,500
Memberships and Regional Projects	\$ 103,250	\$ 103,550	\$ 110,000
Miscellaneous Expenses	\$ 20,750	\$ 16,445	\$ 20,177
Grant Expenditures	\$ 4,060,594	\$ 724,631	\$ 3,335,964
Optional Permit Implementation Service Expenses	\$ 10,000	\$ 10,000	\$ -
<b>Total Fiscal Year Expenditures</b>	<b>\$ 5,512,262</b>	<b>\$ 1,784,372</b>	<b>\$ 4,945,494</b>
<b>Net Operating Budget</b>			
<b>Reserve needed to balance budget</b>	<b>\$ (139,668)</b>	<b>\$ 303,929</b>	<b>\$ (304,530)</b>
<b>Ending Fund Balance</b>			
<b>Total Available Reserve (Unrestricted Fund Balance)</b>	<b>\$ 692,137</b>	<b>\$ 1,135,734</b>	<b>\$ 831,203</b>

\*The reserve amounts shown for the current and proposed FY are based on best available information pending the final audit of MCSTOPPP's past FY financial statements.

Attachment: Exhibit A - Proposed FY 26-27 MCSTOPPP Budget

Exhibit B – Budget Category Definitions

Exhibit C – Proposed MCSTOPPP municipal contribution amounts by agency

C (by email): Christopher Blunk, Director of Marin County Public Works  
 Berenice Davidson, Assistant Director of Marin County Public Works  
 Adam McGill, Executive Director, Marin General Services Authority  
 Anthony Boyd, Director of Public Works, City of Belvedere  
 Andrew Poster, Director of Public Works, City of Mill Valley  
 April Miller, Director of Public Works, City of San Rafael  
 Amy Cunningham, City Manager, City of Novato  
 David Eshoo, Town Engineer, Town of Tiburon  
 Julian Skinner, Director of Public Works, City of Larkspur  
 Kevin McGowan Director of Public Works, City of Sausalito  
 Kristin Arnold, Director of Public Works, Town of Fairfax  
 Chris Good, Interim Public Works Director, Town of Corte Madera  
 Richard Simonitch, Director of Public Works, Town of Ross  
 Sean Condry, Director of Public Works, Town of San Anselmo  
 Municipal Stormwater Coordinators

Exhibit A  
Proposed FY 26-27 MCSTOPPP Budget  
FY 25-26 Projected Actuals  
FY 24-25 Actuals

A B C

MCSTOPPP Revenues, Expenditures, and Fund Balances	FY22-23 Approved Budget	FY22-23 Actuals	FY23-24 Approved Budget	FY23-24 Actuals	FY24-25 Approved Budget	FY24-25 Actuals	FY25-26 Approved Budget	FY25-26 Projected	FY26-27 PROPOSED	
<b>Beginning Fund Balance</b>										
<b>Total Beginning Fund Balance - (start of FY balance)*</b>	\$535,644	\$535,644	\$556,301	\$556,301	\$612,710	\$612,710	\$831,805	\$831,805	\$1,135,734	
<i>Operating Reserve (Maintain @ &gt;5% of FY budgeted expenditures)</i>	\$54,339	\$44,849	\$54,180	\$47,210	\$55,288	\$40,015	\$72,083	\$52,487	\$80,477	5% Operating Reserve Minimum
<b>Revenues</b>										
Interest	\$3,000	\$17,635	\$1,000	\$50,603	\$1,000	\$69,401	\$2,000	\$53,671	\$5,000	
<b>Baseline Program Revenues and Contribution to MCSTOPPP</b> (Appropriate into the budget)	\$900,000	\$900,000	\$950,000	\$950,000	\$950,000	\$950,000	\$1,300,000	\$1,300,000	\$1,300,000	← Total Baseline Contribution For Budget Appropriation
<b>Revenues (excluding grants and optional services revenue):</b>	\$903,000	\$917,635	\$951,000	\$1,000,603	\$951,000	\$1,019,401	\$1,302,000	\$1,353,671	\$1,305,000	← Revenue
<b>Miscellaneous Revenue (partners, grants, events)</b>	\$685,000	\$5,360	\$679,640	\$0	\$4,758,070	\$686,568	\$4,060,594	\$724,630	\$3,335,964	
<i>GRANT - PROJECT # 41MCPC1 - 2019 EPA WQIF</i> MCSTOPPP Pollution Control Infrastructure Proj.	\$685,000	\$5,360	\$679,640	\$0	\$685,000	\$241,152	\$432,941	\$432,941	\$0	
<i>GRANT - PROJECT # 41MCSTP23 - 2023 EPA WQIF</i> Marin Countywide Stormwater Treatment Project				\$0	\$4,073,070	\$445,417	\$3,627,653	\$291,690	\$3,335,964	
Optional Program Services * *(See attached for participating agencies and cost share)	\$225,000	\$190,212	\$0	\$0	\$0	\$0	\$10,000	\$10,000	\$0	← Optional Program Services (costs shared b
<b>Total Revenues including grants</b>	\$1,813,000	\$1,113,207	\$1,630,640	\$1,000,603	\$5,709,070	\$1,705,969	\$5,372,594	\$2,088,301	\$4,640,964	
<b>Expenditures</b>										
<b>MCSTOPPP Labor (full cost)</b> • Plan for FY 25-26: 75% Program Administrator, 95% Engineering Assistant, 50% GIS Analyst II; 1x 100% Engineering Technician III, 5% Sr. Planner • Estimated County costs for taxes and benefits: 44.5% • County DPW indirect overhead: supplies, support, phone, office space, computer leases, maintenance, and administration: 19.35% • Cost of Living Adjustment (FY27): 4%	\$595,100	\$589,813	\$627,650	\$584,026	\$645,212	\$462,798	\$773,640	\$630,650	\$820,127	← Labor
<b>Indirect County Overhead (A87 charges)</b>	\$12,056	\$0	\$12,418	\$0	\$12,790	\$16,532	\$17,028	\$22,097	\$28,726	← Indirect County Overhead
<b>Professional Services</b> • Consultant assistance: technical, regulatory, & grant assistance; outreach and advertising campaigns • Reporting and training • Environmental Education (STRAW) • Pesticide reduction outreach (Our Water Our World) • Pollutant TMDL Planning • Trash Control and Capture Planning • Administrative (financial audit, organizational assessment)	\$365,000	\$204,354	\$320,000	\$253,289	\$327,500	\$210,000	\$527,000	\$277,000	\$630,500	← Professional Services
<b>Multi-Year Projects (Countywide) -</b> <i>Project funding is included in the Prof Services budget above.</i> • Member Agency Professional Stormwater Staff Development • Rainbarrel and LID Incentives (64MCRCF) • Trash Capture Feasibility - Round 2 (64MCTCF2)			\$100,000	\$0	\$20,000 \$50,000	\$6,500 \$150,000	\$20,000	\$10,000	\$3,000 \$10,000	*budget included in Prof Svcs line item

Exhibit A  
Proposed FY 26-27 MCSTOPPP Budget  
FY 25-26 Projected Actuals  
FY 24-25 Actuals

A B C

MCSTOPPP Revenues, Expenditures, and Fund Balances	FY22-23 Approved Budget	FY22-23 Actuals	FY23-24 Approved Budget	FY23-24 Actuals	FY24-25 Approved Budget	FY24-25 Actuals	FY25-26 Approved Budget	FY25-26 Projected	FY26-27 PROPOSED	
<b>Expenditures (continued)</b>										
<b>Memberships and Regional Projects</b>										
• San Francisco Bay Regional Monitoring Program (SFEI)										
• North Bay Watershed Association (NBWA)										
• California Stormwater Quality Association (CASQA - Dues and Member Subscriptions)	\$92,000	\$89,663	\$100,000	\$93,478	\$97,500	\$97,761	\$103,250	\$103,550	\$110,000	← Memberships, Regional Projects, Collaboration
<b>Miscellaneous Expenses</b>										
• Supplies, services, office, prof. dev't., travel, computer, printing	\$22,625	\$13,147	\$23,525	\$13,401	\$22,750	\$13,216	\$20,750	\$16,445	\$20,177	← All Misc. Expenses
<i>Mobile Devices</i>	\$1,000.00	\$1,142.93	\$1,000.00	\$1,391.63	\$1,500.00	\$1,522.15	\$1,500.00	\$1,500.00	\$1,650.00	<i>Mobile Phones</i>
<i>MiscEX-BGT Miscellaneous Services -</i>	\$6,575.00	\$4,096.75	\$6,575.00	\$1,842.16	\$4,800.00	\$1,679.20	\$4,000.00	\$0.00	\$0.00	<i>Misc. Services</i>
<i>Office expense (supplies)</i>	\$1,000.00	\$800.48	\$1,000.00	\$491.35	\$1,000.00	\$850.00	\$1,000.00	\$400.00	\$360.00	<i>Office Supplies</i>
<i>Printing (outreach, workshops)</i>	\$4,000.00	\$2,883.00	\$4,000.00	\$2,108.24	\$4,000.00	\$3,700.00	\$4,000.00	\$2,000.00	\$3,700.00	<i>Printing</i>
<i>Print binding</i>										
<i>Office Expenses - Subscriptions</i>						\$199.00		\$2,500.00	\$2,500.00	
<i>Equipment &amp; Room Rental- Copier/printer/scanner OR Room rental</i>	\$2,000.00	\$636.17	\$2,200.00	\$1,164.22	\$2,200.00	\$1,063.26	\$1,600.00	\$1,600.00	\$1,600.00	<i>Office Copier</i>
<i>Minor Equipment</i>	\$2,000.00	\$73.84	\$2,000.00	\$265.19	\$2,000.00	\$99.56	\$1,500.00	\$1,500.00	\$1,500.00	← All Misc. Expenses Continued
<i>EDU TRN - Professional Development</i>	\$2,500.00	\$617.89	\$3,150.00	\$2,434.85	\$3,000.00	\$2,388.30	\$3,000.00	\$2,800.00	\$3,000.00	<i>Professional Dev't</i>
<b>Transportation &amp; Travel (GENERAL)</b>	\$2,950.00	\$2,895.84	\$3,000.00	\$3,103.02	\$3,650.00	\$298.93	\$3,500.00	\$500.00	\$667.00	<i>Transportation &amp; Travel</i>
<i>Transportation &amp; Travel (AIRFARE)</i>						\$170.01		\$1,369.43	\$550.00	
<i>Transportation &amp; Travel (LODGING)</i>								\$875.46	\$1,800.00	
<i>Transportation &amp; Travel (PER DIEM)</i>						\$534.06		\$500.00	\$600.00	
<i>Transportation &amp; Travel (EMPLOYEE REIMBURSEMENT)</i>						\$111.22		\$100.00	\$100.00	
<i>Transportation &amp; Travel (MILEAGE)</i>								\$150.00	\$150.00	
<i>Computer lease charge</i>	\$600.00	\$0.00	\$600.00	\$600.00	\$600.00	\$600.00	\$650.00	\$650.00	\$2,000.00	<i>Staff Computer Lease</i>
<b>Expenditures Subtotal (excluding grants and Optional Program Services)</b>	<b>\$1,086,781</b>	<b>\$896,978</b>	<b>\$1,083,593</b>	<b>\$944,194</b>	<b>\$1,105,752</b>	<b>\$800,307</b>	<b>\$1,441,668</b>	<b>\$1,049,742</b>	<b>\$1,609,530</b>	
<b>Total Grant Expenditures:</b>	<b>\$685,000</b>	<b>\$5,360</b>	<b>\$679,640</b>	<b>\$0</b>	<b>\$4,752,710</b>	<b>\$686,568</b>	<b>\$4,060,594</b>	<b>\$724,631</b>	<b>\$3,335,964</b>	
EPA WQ Improvement Fund Grant (2019-2024) (41MCPCI)	\$685,000	\$5,360	\$679,640	\$0	\$679,640	\$241,152	\$432,941	\$432,941	\$0	← Grants
EPA WQ Improvement Fund Grant (2023-2027) (41MCSTP23)			\$0	\$0	\$4,073,070	\$445,417	\$3,627,653	\$291,690	\$3,335,964	← Grants
<b>Optional Program Services Expenditures*</b>										
*(See attached for participating agencies and cost share)	\$225,000	\$190,212	\$0	\$0	\$0	\$0	\$10,000	\$10,000	\$0	← Optional Program Services (costs shared b
<b>Total Expenditures (INCLUDING grants and Optional Program Services)</b>	<b>\$2,681,781</b>	<b>\$1,097,910</b>	<b>\$2,442,872</b>	<b>\$944,194</b>	<b>\$10,611,171</b>	<b>\$2,173,443</b>	<b>\$9,572,856</b>	<b>\$2,509,003</b>	<b>\$8,281,458</b>	
<b>Balance - (Baseline Revenue - Baseline Program Costs)</b>										
<b>Revenues (Baseline Program Contribution to MCSTOPPP + interest)</b>	\$903,000	\$917,635	\$951,000	\$1,000,603	\$951,000	\$1,019,401	\$1,302,000	\$1,353,671	\$1,305,000	
<b>Expenditures (Baseline Program Admin and Implementation Services)</b>	\$1,086,781	\$896,978	\$1,083,593	\$944,194	\$1,105,752	\$800,307	\$1,441,668	\$1,049,742	\$1,609,530	
<b>Reserve Fund Impact (amount used to balance budget as planned/authorized)</b>	<b>-\$183,781</b>	<b>\$20,657</b>	<b>-\$132,593</b>	<b>\$56,409</b>	<b>-\$154,752</b>	<b>\$219,095</b>	<b>-\$139,668</b>	<b>\$303,929</b>	<b>-\$304,530</b>	← Reserve to balance budget
<b>Reserve Fund Balance (estimated for FY 21-22 and FY22-23)</b>										
Total Beginning Fund Balance - (start of FY balance)*(same as Row 5)	\$535,644	\$535,644	\$556,301	\$556,301	\$612,710	\$612,710	\$831,805	\$831,805	\$1,135,734	
Reserve used to balance FY budget (as planned/authorized)	-\$183,781	\$20,657	-\$132,593	\$56,409	-\$154,752	\$219,095	-\$139,668	\$303,929	-\$304,530	← Reserve to balance budget
<b>Total Ending Fund Balance</b>	<b>\$351,863</b>	<b>\$556,301</b>	<b>\$423,709</b>	<b>\$612,710</b>	<b>\$457,958</b>	<b>\$831,805</b>	<b>\$692,137</b>	<b>\$1,135,734</b>	<b>\$831,203</b>	← Reserve Fund End Balance

\*The reserve amounts shown for the current and proposed FY are based on best available information pending the final audit of MCSTOPPP's past FY financial statements.

**Exhibit B**  
 Marin Countywide Stormwater Pollution Prevention Program  
 Fiscal Year 2026-2027 Budget

<b>Exhibit B</b>
<b>MCSTOPPP Budget Category Definitions</b>
<p><b>MCSTOPPP Labor:</b>            Program staff are employees of the County of Marin Department of Public Works. MCSTOPPP Labor line item includes the direct salary and benefits costs in addition to DPW indirect overhead. Labor is estimated using current FY labor rates &amp; overhead, plus any Cost of Living Adjustment.</p> <ul style="list-style-type: none"> <li>• Estimated costs for Taxes and Benefits is +44.5% for FY25-26.</li> <li>• Public Works Departmental Indirect Overhead* is 19.35% for FY25-26 and includes departmental overhead for support staff, supplies, phone systems, office space, support computers, maintenance and administration.</li> </ul> <p>*This category <u>does not include</u> A87 Indirect Cost Allocation budgeted amount for current FY, see separate 'Marin County A87 Indirect Cost Allocation' category in detail.</p>
<p><b>Professional Services:</b>            Includes both Professional and Trade Services as applicable. Professional Services include technical, environmental, engineering, financial consultants as well as many other special services. Trade Services include services of tradespersons and some maintenance and monitoring work.</p>
<p><b>Memberships, Regional Projects, Collaboration:</b>            MCSTOPPP participation in and support for regional or statewide programs and associations that advance collaborative efficiencies in program implementation or policy.</p>
<p><b>Miscellaneous Expenses:</b>            Direct, itemized programmatic expenses for supplies and services, including: office supplies, communication, web services, travel, training, printing, copier, computers, licenses and equipment.</p>
<p><b>Marin County A87 Indirect Cost Allocation:</b>            Costs include A87 Indirect Cost Allocation charges from the County Department of Finance. MCSTOPPP is charged a negotiated overhead cost (with 3% annual inflation) in accordance with the County's Fiscal Policy and as allowed by the federal Office of Management and Budget (OMB) Circular 2 CFR Part 200. This cost is in addition to the direct charges for staff labor, professional services, utilities and construction trade services. The State Controller's Office formally reviews and approves the Countywide Cost Allocation Plan for indirect costs from sixteen categories such as accounting, legal counsel, payroll, collections and employee relations (HR) and the following specific services:</p> <ul style="list-style-type: none"> <li>• County Counsel</li> <li>• Risk Management</li> <li>• Department of Finance</li> <li>• Information Systems &amp; Technology</li> <li>• County Management and Budget</li> <li>• Building Maintenance</li> <li>• Printing Services</li> <li>• County Garage</li> <li>• Landscape Maintenance</li> </ul>

**Exhibit B**  
Marin Countywide Stormwater Pollution Prevention Program  
Fiscal Year 2026-2027 Budget

**Reserve Funds:**

The unallocated MCSTOPPP fund balance. MCSTOPPP will maintain at least a 5% operating reserve in each annual budget to allow for operational flexibility. Reserve funds will not be appropriated into the annual MCSTOPPP budget unless through recommendation from the MGSA Board to the Flood Control District Board of Supervisors.

**Baseline Cost - Program Administration and Implementation Services:**

The financial contribution by MCSTOPPP member agencies to cover the services shared by all member agencies, constituting a baseline annual program cost.

Municipal shares of the total contribution are calculated using a weighted formula using population for the County's share and both population and area for the cities' and towns' share.

County Share = Population of unincorporated Marin County/Total population of Marin County

Each City/Town Share = [1-County Share] \* [[0.5(Area)/Sum of City Areas] + [0.5(Population)/Sum of City Populations]]

**Optional Permit Implementation Services:**

As provided in the MCSTOPPP JEP A (rev. 2021), a member agency may request MCSTOPPP to provide further services beyond the baseline Program Administration and Implementation Services. These Optional Permit Implementation Services would benefit one or more member agencies.

The cost for such services would be an additional cost beyond the baseline program cost and would be borne by those member agencies requesting such services.

The cost shall be allocated to participating member agencies according to the type of service (e.g. on a direct cost-recovery basis or in accordance with a land and population pro rata used for the baseline program costs – except that shares shall be calculated including only the populations and areas of the member agencies participating in the Optional Permit Implementation Services).

**Total Contribution:**

The annual fee for each member agency shall be based on the annual Program Administration and Implementation Services cost plus the proportional share of any Optional Permit Implementation Services requested by the member agency.

**Exhibit C**  
**Municipal and County Contribution, Shares and Formula**  
**Proposed for Fiscal Year 2026-2027**

Municipality	AREA (sq. mi.)	*Current Population	26-27 SHARE	Prior Year FY 25-26 Contributions	FY 2026-2027	
					Proposed Contributions for Program Administration and Implementation Services	Change from FY 25-26
Belvedere	0.49	2,058	0.007	\$8,691.17	\$8,691.17	\$0.00
Corte Madera	3.9	9,966	0.041	\$52,796.26	\$52,796.26	\$0.00
Fairfax	2.7	7,407	0.029	\$37,847.08	\$37,847.08	\$0.00
Larkspur	3.05	12,731	0.041	\$53,896.34	\$53,896.34	\$0.00
Mill Valley	4.67	13,688	0.052	\$67,699.93	\$67,699.93	\$0.00
Novato	27	51,690	0.247	\$321,322.85	\$321,322.85	\$0.00
Ross	1.4	2,309	0.012	\$15,713.26	\$15,713.26	\$0.00
San Anselmo	2.5	12,551	0.038	\$49,579.96	\$49,579.96	\$0.00
San Rafael	17.3	59,885	0.211	\$274,230.04	\$274,230.04	\$0.00
Sausalito	2.2	6,941	0.026	\$33,151.00	\$33,151.00	\$0.00
Tiburon	3.3	8,910	0.035	\$45,892.38	\$45,892.38	\$0.00
County of Marin	94.19	66,414	0.261	\$339,179.73	\$339,179.73	\$0.00
<b>Total</b>	<b>162.7</b>	<b>254,550</b>	<b>1</b>	<b>\$1,300,000.00</b>	<b>\$1,300,000.00</b>	<b>\$0</b>

\*Population figures based on most recent (May 2025) State Department of Finance estimates.  
(2020 Census Benchmark).

Follow link (accessed 12-16-2025):

<https://dof.ca.gov/Forecasting/Demographics/Estimates/>

**Formula for Calculating Contributions to MCSTOPPP**

$$\text{County Share} = \frac{\text{Population of unincorporated areas within Marin County}}{\text{Total population within Marin County}}$$

$$\text{Each City/Town Share} = \frac{(1.00 - \text{County Share}) \cdot 0.5(\text{Area}) + 0.5(\text{Population})}{\sum \text{City Areas} \quad \sum \text{City Population}}$$

The "Alameda Formula" was selected as the simplest method of allocation for determining each municipality's contribution to MCSTOPPP. This formula was recommended to Marin's City Managers who approved its use in 1992. It has worked well in Alameda County and is easy to use. The County's share is calculated solely on the basis of population. A weighted formula using population and area is used for the



**MARIN GENERAL SERVICES AUTHORITY  
FY 2026-27 MCSTOPPP BUDGET  
RESOLUTION 2026 - 01**

**WHEREAS**, the staff of the Marin County Stormwater Pollution Prevention Program (MCSTOPPP) has prepared a draft FY 2026-27 Budget; and

**WHEREAS**, the MGSA Board of Directors has the responsibility to review and recommend approval of the budget to the Marin County Board of Supervisors; and

**WHEREAS**, on January 08, 2026, the MCSTOPPP staff presented, and the MGSA Board reviewed and discussed the FY 2026-27 Budget.

**NOW THEREFORE, BE IT RESOLVED that the MGSA Board of Directors recommends to the Marin County Board of Supervisors approval of the FY 2026-27 MCSTOPPP Budget as presented to the MGSA Board of Directors and as summarized in Exhibit A of this resolution attached.**

Adopted this 8<sup>th</sup> day of January 2026.

**Ayes:**

**Noes:**

**Absent:**

---

Andrew Poster  
President, MGSA Board of Directors

Attested By:

---

Adam McGill  
Executive Officer



**Exhibit A**  
**MCSTOPPP FY 2025-26**  
**Budget Summary**

MCSTOPPP Revenues, Expenditures, and Fund Balances	FY24-25 Approved Budget	FY24-25 Projected Actuals	FY25-26 Proposed
<b>Revenues</b>			
Interest	\$ 1,000	\$ 10,000	\$ 2,000
<b>Total Contribution to MCSTOPPP</b>	<b>\$ 950,000</b>	<b>\$ 950,000</b>	<b>\$ 1,300,000</b>
<b>Grant Revenue</b>	<b>\$ 4,758,070</b>	<b>\$ 2,049,292</b>	<b>\$ 2,708,778</b>
<b>Optional Permit Implementation Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Revenues</b>	<b>\$ 5,709,070</b>	<b>\$ 3,009,292</b>	<b>\$ 4,010,778</b>
<b>Expenditures</b>			
MCSTOPPP Fully Weighted Staff Salaries (including indirect County overhead (A87))	\$ 658,002	\$ 661,744	\$ 790,668
Professional Services	\$ 327,500	\$ 327,500	\$ 527,000
Memberships and Regional Projects	\$ 97,500	\$ 97,000	\$ 103,250
Miscellaneous Expenses	\$ 22,750	\$ 20,150	\$ 20,750
Grant Expenditures	\$ 4,758,070	\$ 2,049,292	\$ 2,708,778
Optional Permit Implementation Service Expenses	\$ -	\$ -	\$ -
<b>Total Fiscal Year Expenditures</b>	<b>\$ 5,863,822</b>	<b>\$ 3,155,686</b>	<b>\$ 4,150,446</b>
<b>Net Operating Budget</b>			
<b>Reserve needed to balance the budget</b>	<b>\$ (154,752)</b>	<b>\$ (146,394)</b>	<b>\$ (139,668)</b>
<b>Ending Fund Balance</b>			
<b>Total Available Reserve (Unrestricted Fund Balance)</b>	<b>\$ 457,958</b>	<b>\$ 466,316</b>	<b>\$ 326,648</b>



900 Fifth Avenue, Suite 100  
San Rafael, CA 94901  
415.446.4428  
maringsa.com

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**MEMORANDUM**

**DATE:** January 08, 2026

**TO:** MGSA Board of Directors

**FROM:** Adam McGill, Executive Officer

**SUBJECT:** Transmittal of the Annual Fiscal Year 2024/25 MGSA Financial Statement and Audit Report

---

**Recommendation:**

Accept the Annual MGSA Financial Statement and Audit Reports for Fiscal Year 2024/25, prepared by O'Connor and Company, Inc., Certified Public Accountants.

**Background:**

O'Connor and Company have prepared MGSA's Annual Financial Statement and Audit Report for the 2024/25 fiscal year. The Audit is clean and without notable items.

**Attachments**

**E1** MGSA: O'Connor and Company Communication, Fiscal Year 2024/25 Financial Statements, and Auditor's Reports

**MARIN GENERAL SERVICES  
AUTHORITY**

**BOARD OF DIRECTORS & MANAGEMENT REPORT**

**For the Year Ended  
JUNE 30, 2025**

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Board of Directors  
Marin General Services Authority  
San Rafael, California

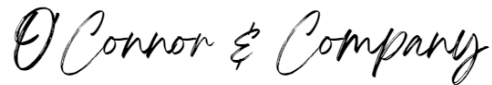
In planning and performing our audit of the financial statements of Marin General Services Authority as of and for the year ended June 30, 2025, in accordance with auditing standards generally accepted in the United States of America, we considered Marin General Services Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the organization's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the organization's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls.

This report is intended solely for the information and use of management, the Board of Directors, and officials of the federal and state grantor agencies and should not be used by anyone other than these specified parties.

We thank Marin General Services Authority's staff for its cooperation during our audit.



O'Connor & Company

Novato, California  
November 25, 2025

Board of Directors  
Marin General Services Authority  
San Rafael, California

We have audited the basic financial statements of Marin General Services Authority for the year ended June 30, 2025. Professional standards require that we provide you with the following information related to our audit.

#### Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated July 7, 2025, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute assurance and because we did not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us.

As part of our audit, we considered the internal control of Marin General Services Authority. Such considerations were solely for the purpose of determining our audit procedures and not providing any assurance concerning such internal control.

#### **Qualitative Aspects of Accounting Practices**

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by Marin General Services Authority are described in Note 2 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year. We noted no transactions entered by Marin General Services Authority during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

The following pronouncements became effective, but did not have a material effect on the financial statements:

#### **GASB 101 – Compensated Absences**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. We evaluated the key factors and assumptions used to develop the accounting estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The financial statement disclosures are neutral, consistent, and clear.

#### **Difficulties Encountered in Performing the Audit**

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### **Corrected and Uncorrected Misstatements**

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. For the purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on Marin General Services Authority's financial reporting process (that is, cause future financial statements to be materially misstated).

**Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether resolved to our satisfaction, that could be significant to the financial statements or the auditors’ report. We are pleased to report that no such disagreements arose during our audit.

**Management Representations**

We have requested certain representations from management that are included in the management representation letter dated November 25, 2025.

**Management Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to Marin General Services Authority’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

**Other Audit Findings or Issues**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Marin General Services Authority’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

**Other Matters**

We applied certain limited procedures to the Management’s Discussion and Analysis and the Budgetary Comparison Schedule for the General Fund, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

This report is intended solely for the information and use of management and the Board of Directors of Marin General Services Authority and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

Marin General Services Authority  
BOARD OF DIRECTORS & MANAGEMENT REPORT  
For the Year Ended June 30, 2025

**Current Year Observations**

There were no current year observations that came to our attention.

**Prior Year Observations**

There were no prior year observations that came to our attention.

**MARIN GENERAL SERVICES  
AUTHORITY**

**SAN RAFAEL, CALIFORNIA**

**ANNUAL FINANCIAL REPORT**

**JUNE 30, 2025**



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## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Marin General Services Authority  
San Rafael, California

### Report on the Financial Statements

#### Opinions

We have audited the accompanying financial statements of the governmental activities and each major fund of Marin General Services Authority as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise Marin General Services Authority's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Marin General Services Authority, as of June 30, 2025, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Marin General Services Authority, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Marin General Services Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

#### Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Marin General Services Authority’s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Marin General Services Authority’s ability to continue as a going concern for a reasonable period of time.

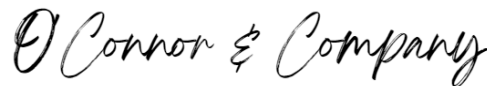
We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis (pages 3-5) and budgetary comparison information as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of member contributions, which is the responsibility of management, is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.



O'Connor & Company

Novato, California  
November 25, 2025

Marin General Services Authority  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
 June 30, 2025

The Management's Discussion and Analysis provides an overview of the Marin General Services Authority (MGSA) financial activities for the fiscal year ended June 30, 2025. Please read it along with MGSA's financial statements, which begin on page 7.

**FINANCIAL HIGHLIGHTS**

MGSA's net position is \$778,232, a decrease of \$37,739 from the prior year.

Using This Annual Report

This annual report consists of financial statements for MGSA. The statement of net position and the statement of activities provide information about the activities of MGSA as a whole and present a long-term view of MGSA's finances. The fund financial statements present a short-term view of MGSA's activities (they include only current assets expected to be collected in the very near future and liabilities expected to be paid in the very near future).

**MGSA AS A WHOLE**

The Statement of Activities and the Statement of Net Position

One important question asked about MGSA's finances is, "Is MGSA better or worse off as a result of the year's activities?" The information in the government-wide financial statements helps answer this question. These statements include *all* assets and liabilities using the *accrual basis of accounting*, which is like the basis of accounting used by most private-sector companies.

The change in *net position* (the difference between total assets and total liabilities) over time is one indicator of whether MGSA's financial health is improving or deteriorating. However, one must consider other non-financial factors in assessing MGSA's health, such as changes in the economy and changes in MGSA's activities, etc. to assess the *overall* health of MGSA.

Changes in MGSA's net position were as follows:

Table 1  
Governmental Net Position

	June 30, 2025	June 30, 2024
Current assets	\$ 1,728,070	\$ 1,854,390
Total assets	1,728,070	1,854,390
Current liabilities	949,838	1,038,419
Total liabilities	949,838	1,038,419
Net position:		
Restricted	14,197	11,990
Unrestricted	764,035	803,981
Total net position	\$ 778,232	\$ 815,971

Current assets and liabilities decreased primarily due to lower franchise and PEG fees receivable and payable.

Marin General Services Authority  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
 June 30, 2025

Changes in MGSA's net position were as follows:

	June 30, 2025	June 30, 2024
Expenses:		
Services and supplies	\$ 4,259,534	\$ 4,587,832
Total expenses	4,259,534	4,587,832
Revenues:		
Program revenues:		
Operating grants and contributions	171,437	181,094
Charges for services	3,993,466	4,355,956
Total program revenues	4,164,903	4,537,050
General revenues:		
Interest income	56,892	48,240
Total general revenues	56,892	48,240
Total revenue	4,221,795	4,585,290
Change in net position	\$ (37,739)	\$ (2,542)

Fund Financial Statements

The fund financial statements provide detailed information about MGSA's funds - the general fund and special revenue funds.

The fund financial statements provide a short-term view of MGSA's operations. They are reported using an accounting basis called *modified accrual*, which measures amounts using only cash and other short-term assets and liabilities (receivables and payables) that will soon be converted to cash or will soon be paid with cash.

Capital Asset and Debt Administration

MGSA's capital assets include streetlight poles, which are not assigned a value in these financial statements. (See Note 1 in the financial statements for further explanation.) Additionally, the Marin Map Fund's capital assets include the digital orthophotography database and computer equipment. The entity carries no debt since its operations are financed entirely from member contributions, permits, grants, and investment earnings.

**DISCUSSION OF MGSA PROGRAMS**

A discussion, the status, and the future expectations of the various activities and programs of MGSA are described below:

**Taxi Regulation Program** - Taxicab fee revenues declined in FY 2024/25 as compared to FY 2023/24, primarily due to reducing the fees for 2025 from \$1,000 for company permits and \$750 for vehicle permits, to \$750 for company permits and \$500 for vehicle permits. In addition, six taxi companies were no longer operating in 2025, a decrease of 27% from the prior year.

**Marin Climate and Energy Partnership (MCEP)** - MCEP will continue under the direction of its Steering Committee with the assistance of MGSA. During FY 2025/26, MCEP will update Climate Action Plans and/or develop content for General Plans for Novato, San Anselmo, Ross, and others as requested. MCEP will develop greenhouse gas (GHG) emissions inventories for jurisdictions on request. MCEP will assist jurisdictions in evaluating the 2025 State Green Building and energy codes and developing a model green building ordinance that exceeds State requirements and will support Resilient Neighborhoods in their efforts to enroll participants in the program. During FY 2025/26, MCEP will assist in the development of a countywide program to operate, maintain and install public electric vehicle chargers.

Lastly, MCEP will conduct a gap analysis of alternative commute and active transportation programs in Marin and develop a program to support vehicle miles traveled (VMT) reduction countywide.

Marin General Services Authority  
MANAGEMENT'S DISCUSSION AND ANALYSIS  
June 30, 2025

**Animal Care and Control** - A three-year Memorandum of Understanding with Marin Humane (MH) was facilitated and negotiated by MGSA members and approved by the County Board of Supervisors on January 10, 2023, and ends on June 30, 2026. MGSA is compensated approximately \$20,000 annually for managing the Marin Humane contract for the County. In addition to assisting in negotiating the contract with MH, MGSA also invoices jurisdictions and is the interface with MH. The contract increases over the prior year are 8%, 5%, and 2% for the three years of the contract.

**Streetlight Program** - MGSA continues to manage the streetlight vendor contract with DC Electric Group. A three-year contract was approved in May of 2020. The agreement had an option to extend up to two additional two-year terms for a total possible life of seven years ending June 30, 2027. On September 16, 2023, the MGSA Board exercised the first option to extend the contract to June 30, 2025, and at the May 8, 2025 meeting the Board exercised the second and final two-year option, extending the contract to June 30, 2027. The Program contractor maintains and replaces, where needed, the approximately 16,000 streetlights in the County.

Several years ago, MGSA was approached by various telecommunications providers and ultimately negotiated agreements to create an application and fee process to allow the placements of telecommunications equipment on streetlights under certain conditions and with local jurisdiction permitting. There are currently five providers that have negotiated master license agreements with MGSA. There are currently no wireless device applications that have been submitted to MGSA.

**MarinMap** - The MGSA will continue its oversight of the MarinMap county-wide Geographic Information System (GIS). MarinMap is a Joint Exercise of Powers Agreement (JEPA) consisting of members from all cities and towns in Marin, the County of Marin, Marin Municipal Water District, Marin Wildlife Prevention Authority, North Marin Water District, Ross Valley Sanitary District, Transportation Authority of Marin (TAM), and the Fire Chiefs Association (representing nine public agencies). Technical services are provided through contracts with Marin County IST Department. MarinMap receives policy direction from a Steering Committee, comprised of representatives of all member agencies and an Executive Sub-Committee responsible for monitoring day-to-day activities. MarinMap is currently conducting a strategic planning effort to help determine its future.

**Abandoned Vehicle Program** - During FY 2025/26, MGSA will continue the administrative task of collecting data from and obtaining reimbursement for the County/towns/cities' efforts to abate motor vehicles abandoned within Marin County. The State program collects a \$1.00 fee with annual registration of every motor vehicle. These funds are provided to MGSA and, in turn, apportioned to the County/towns/cities to reimburse local police agencies for their towing and enforcement efforts.

**Marin Telecommunications Franchise and PEG Fee Oversight and Management** - MGSA collects both the franchise fees and PEG fees from cable television operators on behalf of member agencies and makes distributions to member agencies and provides financial resources from the PEG fee to the Community Media Center of Marin in support of local public, education, and government television programming. MGSA holds and manages the contract with the Community Media Center of Marin.

## **REQUESTS FOR INFORMATION**

This financial report is designed to provide our residents, taxpayers, and creditors with a general overview of MGSA's finances and to demonstrate MGSA's accountability for the funds under its stewardship.

The basic financial statements are intended to provide citizens, taxpayers, and creditors with a general overview of Marin General Services Authority's finances. Questions about this report should be directed to Marin General Services Authority, 900 Fifth Avenue, Suite 100, San Rafael, CA 94901.

Marin General Services Authority  
STATEMENT OF NET POSITION  
 June 30, 2025

	<u>Governmental Activities</u>
<u>ASSETS</u>	
Current assets:	
Cash in County treasury	\$ 840,874
Receivables	<u>887,196</u>
Total current assets	<u>1,728,070</u>
Noncurrent assets:	
Capital assets	263,793
Less: accumulated depreciation	<u>(263,793)</u>
Total assets	<u>1,728,070</u>
<u>LIABILITIES AND NET POSITION</u>	
Liabilities:	
Accounts payable and accrued liabilities	131,572
Franchise fees payable to agency members	<u>818,266</u>
Total liabilities	<u>949,838</u>
Net position:	
Restricted	14,197
Unrestricted	<u>764,035</u>
Total net position	<u><u>\$ 778,232</u></u>

The accompanying notes are an integral part of these financial statements.

Marin General Services Authority  
STATEMENT OF ACTIVITIES  
For the Year Ended June 30, 2025

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenues and Changes in Net Position</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>
				<u>Governmental Activities</u>
Governmental activities:				
Services and supplies	\$ 4,259,534	\$ 3,993,466	\$ 171,437	\$ -
Total governmental activities	<u>\$ 4,259,534</u>	<u>\$ 3,993,466</u>	<u>\$ 171,437</u>	<u>\$ -</u>
General revenues:				
Investment income				56,892
Total general revenues				<u>56,892</u>
Change in net position				(37,739)
Net position, beginning of period				<u>815,971</u>
Net position, end of period				<u>\$ 778,232</u>

The accompanying notes are an integral part of these financial statements.

Marin General Services Authority  
GOVERNMENTAL FUNDS BALANCE SHEET  
 June 30, 2025

	General Fund	Special Revenue Abandoned Vehicle Fund	Special Revenue Marin Map Fund	Special Revenue Fund - CATV	Special Revenue Fund - PEG	Total Governmental Funds
<u>ASSETS</u>						
Cash in County Treasury	\$ 347,899	\$ 9,256	\$ 397,255	\$ 81,523	\$ 4,941	\$ 840,874
Receivables:						
State of California	-	60,711	-	-	-	60,711
Franchise and PEG fees receivable	-	-	-	680,813	137,453	818,266
Other	8,219	-	-	-	-	8,219
Total assets	<u>\$ 356,118</u>	<u>\$ 69,967</u>	<u>\$ 397,255</u>	<u>\$ 762,336</u>	<u>\$ 142,394</u>	<u>\$ 1,728,070</u>
<u>LIABILITIES AND FUND BALANCE</u>						
Liabilities:						
Accounts payable and accrued expenses	\$ 44,725	60,711	19,090	\$ 7,046	\$ -	\$ 131,572
Franchise fees payable to agency members	-	-	-	680,813	137,453	818,266
Total liabilities	<u>44,725</u>	<u>60,711</u>	<u>19,090</u>	<u>687,859</u>	<u>137,453</u>	<u>949,838</u>
<u>FUND BALANCES</u>						
Restricted:						
Abandoned vehicle abatement	-	9,256	-	-	-	9,256
PEG project	-	-	-	-	4,941	4,941
Assigned:						
Marin Map	-	-	378,165	-	-	378,165
Marin Climate Energy Partnership	72,066	-	-	-	-	72,066
Unassigned	<u>239,327</u>	<u>-</u>	<u>-</u>	<u>74,477</u>	<u>-</u>	<u>313,804</u>
Total fund balances	<u>311,393</u>	<u>9,256</u>	<u>378,165</u>	<u>74,477</u>	<u>4,941</u>	<u>778,232</u>
Total liabilities and fund balances	<u>\$ 356,118</u>	<u>\$ 69,967</u>	<u>\$ 397,255</u>	<u>\$ 762,336</u>	<u>\$ 142,394</u>	<u>\$ 1,728,070</u>

The accompanying notes are an integral part of these financial statements.

Marin General Services Authority  
Reconciliation of the  
GOVERNMENTAL FUNDS - BALANCE SHEET  
with the Governmental Activities  
STATEMENT OF NET POSITION  
For the Year Ended June 30, 2025

TOTAL FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$ 778,232
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Amounts reported for Governmental Activities in the Statement of Net Position are different from those reported in the Governmental Funds above because of the following:

None	<u>          -</u>
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NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ 778,232</u>
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The accompanying notes are an integral part of these financial statements.

Marin General Services Authority  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
For the Year Ended June 30, 2025

	General Fund	Special Revenue Abandoned Vehicle Fund	Special Revenue Marin Map Fund	Special Revenue Fund - CATV	Special Revenue Fund - PEG	Total Governmental Fund
<b>Revenues</b>						
Participating local agencies	\$ 260,000	\$ -	\$ 162,000	\$ -	\$ -	\$ 422,000
Motor vehicle registration fees	-	238,652	-	-	-	238,652
Management/overhead fees	68,660	-	-	-	-	68,660
Grants & contracts	33,938	-	-	-	-	33,938
Taxi permits	28,190	-	-	-	-	28,190
Franchise and PEG fees	-	-	-	2,795,563	567,883	3,363,446
Service fees - Larkspur	-	-	-	10,017	-	10,017
Investment income	21,184	866	21,442	12,059	1,341	56,892
Total revenues	<u>411,972</u>	<u>239,518</u>	<u>183,442</u>	<u>2,817,639</u>	<u>569,224</u>	<u>4,221,795</u>
<b>Expenditures</b>						
Services, supplies and grants						
Contract services	402,928	238,652	137,909	-	567,883	1,347,372
Legal	7,110	-	-	-	-	7,110
Audit and accounting	11,000	-	-	-	-	11,000
Insurance	16,841	-	-	-	-	16,841
Rent	5,245	-	-	-	-	5,245
Professional services	-	-	-	66,452	-	66,452
Memberships, conference, webinars	-	-	-	-	-	-
Office expenses and supplies	5,639	-	-	6,000	-	11,639
Franchise fee distributions	-	-	-	2,793,875	-	2,793,875
Total expenditures	<u>448,763</u>	<u>238,652</u>	<u>137,909</u>	<u>2,866,327</u>	<u>567,883</u>	<u>4,259,534</u>
<b>Excess (deficiency) of revenue</b>						
over expenditures	(36,791)	866	45,533	(48,688)	1,341	(37,739)
Fund balance, beginning of period	348,184	8,390	332,632	123,165	3,600	815,971
Fund balance, end of period	<u>\$ 311,393</u>	<u>\$ 9,256</u>	<u>\$ 378,165</u>	<u>\$ 74,477</u>	<u>\$ 4,941</u>	<u>\$ 778,232</u>

The accompanying notes are an integral part of these financial statements.

Marin General Services Authority  
 Reconciliation of the  
NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS  
 with the  
STATEMENT OF ACTIVITIES  
 For the Fiscal Year Ended June 30, 2025

The schedule below reconciles the Net Changes in Fund Balances reported on the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balance, which measures only changes in current assets and current liabilities on the modified accrual basis, with the Change in Net Position of Governmental Activities reported in the Statement of Activities, which is prepared on the full accrual basis.

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS	\$ (37,739)
None	-
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ (37,739)</u>

The accompanying notes are an integral part of these financial statements.

Marin General Services Authority  
NOTES TO BASIC FINANCIAL STATEMENTS  
June 30, 2025

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

Marin General Services Authority (MGSA) was formed on October 1, 2005, under a joint powers' agreement between the County of Marin, eleven municipalities within Marin County and two community service districts. The governing Board of MGSA consists of seven directors representing member agencies: Marin County Administrator, City Managers of San Rafael and Novato, two City or Town Managers appointed by the Marin Managers Association, and two Public Works Directors appointed by the Marin Public Works Association.

The purpose of MGSA is to provide the administration, on behalf of its members, with a variety of programs and services where the policy issues are generally established, in arenas that are more cost effective to provide collectively or are significantly enhanced through partnering for the benefit of the greater Marin community.

Programs include maintaining streetlights throughout the County; Administering the Abandoned Vehicle Abatement Program, whereby vehicle registration fees collected by the California Department of Motor Vehicles are paid to MGSA, which, in turn, pays member agencies for towing abandoned vehicles from their respective jurisdictions; Overseeing the Marin Map program which provides a countywide Geographic Information System (GIS) for the public and its members; administering the Marin County Taxi Regulation Program; and collecting payments from participants on behalf of the District Attorney's Office Mediation Program and the Animal Care and Control Program (which it also manages).

As of July 1, 2020, MGSA assumed the programmatic responsibilities of the dissolved Marin Telecommunications Agency (MTA) which include collecting and distributing cable franchise fees as well as collecting and distributing PEG or Public, Education, and Government public access TV stations.

Introduction

MGSA's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations).

Government-wide Financial Statements

MGSA's basic financial statements include both government-wide (reporting MGSA as a whole) and fund financial statements (reporting MGSA's major funds).

In the government-wide Statement of Net Position, MGSA's activities are reported on a full accrual, economic resource basis and measurement focus, which recognizes all long-term assets and receivables as well as long-term debt and obligations. MGSA's net position is reported in three parts: (1) Net investment in capital assets, (2) restricted net position, and (3) unrestricted net position.

The government-wide Statement of Activities reports both the gross and net cost of MGSA's functions. The Statement of Activities reduces gross expenses by related program revenues. The net expenses (by function) are normally covered by general revenue (investment earnings).

The government-wide focus is more on the sustainability of MGSA as an entity and the change in MGSA's net position resulting from the current year's activities.

The financial transactions of MGSA are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, reserves, fund equity, revenues, and expenditures.

Marin General Services Authority  
NOTES TO BASIC FINANCIAL STATEMENTS  
June 30, 2025

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

MGSA uses the following fund type:

Governmental Funds

*Fund Financial Statements:* The focus of the governmental funds' measurement (in the fund statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The underlying accounting system of MGSA is organized and operated based on separate funds, each of which is a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditure or expenses, as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and how spending activities are controlled.

Separate financial statements are presented after the government-wide financial statements. These statements display information about major funds individually and non-major funds in the aggregate for governmental funds. The following is a description of the governmental funds of MGSA:

General Fund is the general operating fund of MGSA. It is used to account for all financial resources except those required to be accounted for in another fund. In addition, Marin Climate and Energy Partnership activities are captured here.

Special Revenue Funds are used to account for the proceeds of revenue sources that are restricted or committed to expenditures for specified purposes. Following is a description of the funds included under this category:

- The *Abandoned Vehicle Fund* is used to account for a \$1 per vehicle fee collected by the California Department of Motor Vehicles with vehicle registrations and distributed to member agencies to help fund the cost of towing or otherwise removing abandoned vehicles from public streets.
- The *Marin Map Fund* is used to purchase services to develop digital aerial maps and to develop and maintain systems to share geographic information among governmental agencies in Marin County.
- The *CATV Fund* is used to collect cable franchise payments from telecommunications providers, which are then distributed to member jurisdictions.
- The *PEG Fund* is used to account for fees paid from cable television franchisees that are restricted for the development and operation of public, educational and governmental (PEG) access channels and the media center.

Basis of Accounting

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurement made regardless of the measurement focus applied.

Accrual - The governmental activities in the governmental-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

Modified Accrual – The governmental funds are presented using the *current financial resources measurement focus*. This means that only current assets and current liabilities are generally included on their balance sheets. The reported fund balance (net current assets) is a measure of “available spendable resources.” Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, they are said to present a summary of sources and uses of “available spendable resources” during a period.

Marin General Services Authority  
NOTES TO BASIC FINANCIAL STATEMENTS  
June 30, 2025

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The government fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. "Available" means collectible within the current period or within 60 days after year-end. Expenditures are generally recognized when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due. Amounts expended to acquire capital assets are recorded as *expenditures* in the year that resources were expended, rather than as fund assets.

Amounts expended to acquire capital assets are recorded as *expenditures* in the year that resources were expended, rather than as fund assets. The proceeds of long-term debt are recorded as *other financing sources* rather than as a fund liability. Amounts paid to reduce long-term indebtedness are reported as fund expenditure.

**Financial Statement Amounts**

Capital Assets

It is MGSA's policy to record purchases of items of furniture and equipment costing \$1,000 or less as miscellaneous expense. Items more than \$1,000 are classified as capital outlay. MGSA's capital assets are classified as computers, peripherals and software and are depreciated on the straight-line basis over five year estimated useful lives beginning when placed in service.

MGSA is the successor to the Marin Streetlight Acquisition Joint Powers Authority (MSLJPA) which owned street poles throughout Marin County. Those street poles are considered infrastructure assets acquired prior to June 30, 2003, and are not recorded in these financial statements as allowed for "Phase 3" governments as defined by Governmental Accounting Standards Board Statement No. 34.

Fund Balance

In the fund financial statements, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which MGSA is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Governmental accounting principles provide that fund balance is reported in five components – non-spendable, restricted, committed, assigned and unassigned. The Executive Officer is authorized as the designer to assign amounts to a specific purpose. MGSA's policy is that committed and assigned fund balances are considered to have been spent first before unassigned fund balances are spent. Following is a description of the components applicable to MGSA:

Non-spendable - This component includes amounts that cannot be spent because they are (a) not in a spendable form or (b) are legally or contractually required to be maintained intact.

Restricted - This component consists of amounts that have constraints placed on them either externally by third parties (creditors, grantors, contributors, or laws or regulations of other governments) or by law through constitutional provisions or enabling legislation.

Assigned - This component consists of amounts that are constrained by MGSA's intent to be used for specific purposes but are neither restricted nor committed. The authority for assigning fund balance is expressed by the Board of Directors, Executive Officer or their designee as established in MGSA's fund balance policy.

Unassigned - This classification represents amounts that have not been restricted, committed, or assigned to specific purposes within the General Fund.

Marin General Services Authority  
NOTES TO BASIC FINANCIAL STATEMENTS  
June 30, 2025

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (concluded)

Fund Balance Flow Assumption

When an expenditure is incurred for a purpose for which both restricted and unrestricted fund balances are available, MGSA considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, MGSA considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds.

Net Position

GASB Statement 34 added the concept of Net Position, which is measured on a full accrual basis, to the concept of Fund Balance, which is measured on the modified accrual basis. Net Position is the excess of all MGSA's assets over its liabilities, regardless of fund. Net Position is divided into three captions under GASB Statement 34. These captions apply only to Net Position, which is determined only at the Government-wide level, and are described below:

*Net investment in Capital Assets* describes the portion of Net Position that is represented by the current book value of MGSA's capital assets, less the outstanding balance of any debt issued to finance these assets.

*Restricted* describes the portion of Net Position that is restricted as to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions that MGSA cannot unilaterally alter. These principally include developer fees received for use on capital projects, debt service requirements, and amounts restricted by federal and state grant contracts.

*Unrestricted* describes the portion of Net Position that is not restricted as to use.

Net Position Flow Assumption

MGSA's policy is to first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

Budget

Both the original budget and the final budget (if changes were adopted) are included as supplemental information in these financial statements as approved by the Board of Directors. The budgetary basis is the modified accrual basis of accounting.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 - CASH

MGSA had \$840,874 on deposit with the County of Marin cash pool for the purpose of increasing interest earnings through pooled investment activities. Interest earned in the investment pool is allocated quarterly to the participating funds using the daily cash balance of each fund. This pool, which is available for use by all funds, is displayed in the financial statements as "Cash in County Treasury."

The County Pool includes both voluntary and involuntary participation from external entities. MGSA is a voluntary participant. The State of California statutes require certain special districts and other governmental entities to maintain their cash surplus with the County Treasurer.

Marin General Services Authority  
NOTES TO BASIC FINANCIAL STATEMENTS  
June 30, 2025

NOTE 2 - CASH (continued)

The County's investment pool is not registered with the Securities and Exchange Commission as an Investment company. Investments made by the Treasurer are regulated by the California Government Code and by the County's investment policy. The objectives of the policy are in order of priority: safety, liquidity, yield, and public trust.

MGSA's Governing Board has not formally adopted a deposit and investment policy and follows the County's investment policy. The County's investment policy authorizes the County to invest in obligations of the U.S. Treasury, its agencies and instrumentalities, certificates of deposit, commercial paper rated A-1 by Standard & Poor's Corporation or P-1 by Moody's Commercial Paper Record, bankers' acceptances, repurchase agreements, and the State Treasurer's investment pool.

The County has established a treasury oversight committee to monitor and review the management of public funds maintained in the investment pool in accordance with Article 6 Section 27131 of the California Government Code. The oversight committee and the Board of Supervisors review and approve the investment policy annually. The County Treasurer prepares and submits a comprehensive investment report to the members of the oversight committee and the investment pool participants every month. The report covers the types of investments in the pool, maturity dates, par value, actual costs, and fair value.

Fair Value Measurements

GASB Statement No. 72, *Fair Value Measurements and Application*, establishes a fair value hierarchy consisting of three broad levels: Level 1 inputs consist of quoted prices (unadjusted) for identical assets and liabilities in active markets that a government can access at the measurement date, Level 2 inputs consist of inputs other than quoted prices that are observable for an asset or liability, either directly or indirectly, that can include quoted prices for similar assets or liabilities in active or inactive markets, or market-corroborated inputs, and Level 3 inputs have the lowest priority and consist of unobservable inputs for an asset or liability. The valuation method used for rental properties is the Leased Fee Market method, which is dependent on the income generated from the rental properties.

MGSA did not have investments subject to recurring fair value measurements as of June 30, 2025, except as noted previously.

Interest Rate Risk

In accordance with its investment policy, the County manages its exposure to declines in fair values by limiting the weighted average maturity of its investment pool to 540 days, or 1.5 years. At June 30, 2025, the County's investment pool had a weighted average maturity of 220 days.

For purposes of computing weighted average maturity, the maturity date of variable rate notes is the length of time until the next reset date rather than the stated maturity date.

Credit Risk

State law and the County's Investment Policy limits investments in commercial paper, corporate bonds, and medium-term notes to the rating of "A" or higher as provided by Moody's Investors Service or Standard & Poor's Corporation. The County's Investment Policy limits investments purchased by Financial Institution Investment Accounts, a type of mutual fund, to United States Treasury and MGSA obligations with a credit quality rating of "AAA."

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for deposits and investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

Marin General Services Authority  
NOTES TO BASIC FINANCIAL STATEMENTS  
 June 30, 2025

NOTE 2 - CASH (concluded)

The California Government Code requires California banks and savings and loan associations to secure an entity's deposits by pledging government securities with a value of 110% of an entity's deposits. California law also allows financial institutions to secure entity deposits by pledging first trust deed mortgage notes having a value of 150% of an entity's total deposits.

The entity's Treasurer may waive the collateral requirement for deposits which are fully insured up to \$250,000 by the FDIC. The collateral for deposits in federal and state-chartered banks is held in safekeeping by an authorized agent of depository recognized by the State of California Department of Banking. The collateral for deposits with savings and loan associations is generally held in safekeeping by the Federal Home Loan Bank in San Francisco, California as an agent of depository. These securities are physically held in an undivided pool for all California public agency depositors.

NOTE 3 - ACCOUNTS RECEIVABLE

Receivables at June 30, 2025 for the MGSA's individual major funds in the aggregate, including applicable allowances for uncollectible accounts, are as follows. All receivables are expected to be collected within one year.

	General Fund	Vehicle Fund	Marin Map Fund	Fund – CATV	Fund – PEG	Total
State of California	\$ -	\$ 60,711	\$ -	\$ -	\$ -	\$ 60,711
Franchise and PEG Fees	-	-	-	680,813	137,453	818,266
Other	<u>8,219</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,219</u>
Total	<u>\$ 8,219</u>	<u>\$ 60,711</u>	<u>\$ -</u>	<u>\$680,813</u>	<u>\$137,453</u>	<u>\$ 887,196</u>

NOTE 4 - CAPITAL ASSETS

Changes in capital assets for MGSA were as follows:

	Balance 6/30/24	Additions	Deletions	Balance 6/30/25
Digital orthophotography database	\$ 253,575	\$ -	\$ -	\$ 253,575
Computer equipment	<u>10,218</u>	<u>-</u>	<u>-</u>	<u>10,218</u>
Subtotal	<u>263,793</u>	<u>\$ -</u>	<u>\$ -</u>	<u>263,793</u>
Less accumulated depreciation	<u>(263,793)</u>			<u>(263,793)</u>
Total fixed assets	<u>\$ -</u>			<u>\$ -</u>

Capital Assets Held by CMCM

MGSA has an agreement with the Community Media Center of Marin (CMCM) for the operation of a media center. Accordingly, certain funds provided to CMCM have been used to purchase equipment and other capital assets. The equipment and other capital assets are included in CMCM's financial statements. In the event the agreement with CMCM is terminated or not renewed, the equipment and capital assets will be transferred to MGSA.

CMCM provided the following audited information as of June 30, 2025:

Furniture & equipment	\$ 426,341
Land	580,000
Building improvements	1,171,633
Facilities	<u>2,071,767</u>
Total capital assets	4,249,741
Accumulated depreciation	<u>(2,200,865)</u>
Total capital assets, net	<u>\$ 2,048,876</u>

Marin General Services Authority  
NOTES TO BASIC FINANCIAL STATEMENTS  
June 30, 2025

NOTE 5 - RISK MANAGEMENT

MGSA is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; and errors and omissions. During the year, MGSA purchased liability and cybercrime insurance with limits of \$5,000,000 and a deductible of \$1,000.

NOTE 6 - TRANSACTIONS WITH RELATED PARTIES

In addition to financial transactions associated with its JPA agreement with members, MGSA engaged in financial transactions with one of its members, the County of Marin. The County compensated MGSA \$33,938 for sustainability activities under the Marin Climate and Energy Partnership. The County also compensated MGSA \$24,763 for the management of the County's Animal Services and Control agreement with Marin Humane. Lastly, one of MGSA's programs, Marin Map, paid the County of Marin \$38,460 for GIS services and County Assessor's Office property data.

NOTE 7 - MARIN CLIMATE AND ENERGY PARTNERSHIP

The Marin Climate and Energy Partnership (MCEP) is comprised of the incorporated towns and cities in the County, the County of Marin, Marin Municipal Water District, the Transportation Authority of Marin, and MCE Marin Clean Energy. MCEP's mission is to discuss, study, report on and implement overarching policies and programs, ranging from emission reduction strategies to adaptation, contained in each agency's Climate Action Plan. MGSA serves as the fiscal agent for MCEP. In fiscal year 2024-2025, MGSA received funding for this program from voluntary member contributions and a professional services agreement with the County of Marin. MGSA recognizes revenue from contributions on a scheduled annual basis. For the professional services agreement with the County of Marin, MGSA recognizes revenue as it incurs eligible expenses allowed for under these agreements.

NOTE 8 - FRANCHISE AND PEG FEES

MGSA receives revenue from multiple franchisees and distinguishes these revenues as franchise fees and Public, Educational, and Governmental Access (PEG) fees. These fees are based on a percentage of the franchisees' sales.

The franchisee remits the franchise fees to MGSA, who then distributes the fees to member agencies shortly after receiving them. MGSA retains a portion of the franchise fee revenue for administrative purposes. The largest franchisee is responsible for approximately 94% of all such fees collected in June 30, 2025.

NOTE 9 - RESTRICTED NET POSITION

Restricted net position represented those amounts restricted to the Abandoned Vehicle Program and Marin Telecommunications PEG program. The net position that was restricted as of June 30, 2025, was \$14,197.

**REQUIRED SUPPLEMENTAL INFORMATION**

Marin General Services Authority  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
 Budget and Actual  
 For the Year Ended June 30, 2025  
 (Unaudited)

	General Fund (Excluding MCEP)			
	Original Budget	Final Budget	Actual	Variance with Final Budget
Revenues:				
Intergovernmental:				
Participating local agencies	\$ 122,500	\$ 122,500	\$ 122,500	\$ -
Management/overhead fees	70,898	70,898	68,660	(2,238)
Taxi permits	35,000	35,000	28,190	(6,810)
Telecommunication fees	-	-	-	-
Investment income	<u>10,000</u>	<u>10,000</u>	<u>21,184</u>	<u>11,184</u>
Total revenues	<u>238,398</u>	<u>238,398</u>	<u>240,534</u>	<u>2,136</u>
Expenditures:				
Services and supplies	<u>331,656</u>	<u>331,656</u>	<u>279,900</u>	<u>51,756</u>
Total expenditures	<u>331,656</u>	<u>331,656</u>	<u>279,900</u>	<u>51,756</u>
Excess of revenue over (under) expenditures	<u>\$ (93,258)</u>	<u>\$ (93,258)</u>	(39,366)	<u>\$ 53,892</u>
Fund balance, beginning of period			<u>278,693</u>	
Fund balance, end of period			<u>\$ 239,327</u>	

Marin General Services Authority  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE

General Fund  
 Budget and Actual  
 For the Year Ended June 30, 2025  
 (Unaudited)

	Marin Climate and Energy Partnership			
	Original Budget	Final Budget	Actual	Variance with Final Budget
Revenues:				
Intergovernmental:				
Member contribution	\$ 137,500	\$ 137,500	\$ 137,500	\$ -
Grant - TAM	-	-	-	-
County grant	<u>45,000</u>	<u>45,000</u>	<u>33,937</u>	<u>(11,063)</u>
Total revenues	<u>182,500</u>	<u>182,500</u>	<u>171,437</u>	<u>(11,063)</u>
 Expenditures				
Overhead	7,000	7,000	7,110	(110)
Contract services	<u>197,000</u>	<u>197,000</u>	<u>161,752</u>	<u>35,248</u>
Total expenditures	<u>204,000</u>	<u>204,000</u>	<u>168,862</u>	<u>35,138</u>
 Excess of revenue over (under) expenditures	<u>\$ (21,500)</u>	<u>\$ (21,500)</u>	2,575	<u>\$ 24,075</u>
Fund balance, beginning of period			<u>69,491</u>	
Fund balance, end of period			<u><u>\$ 72,066</u></u>	

Marin General Services Authority  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
 Budget and Actual  
 For the Year Ended June 30, 2025  
 (Unaudited)

	Special Revenue Fund - Abandoned Vehicle			
	Original Budget	Final Budget	Actual	Variance with Final Budget
Revenues:				
Intergovernmental:				
Motor vehicle registration fees	\$ 250,000	\$ 250,000	\$ 238,652	\$ (11,348)
Investment income	320	320	866	546
Total revenues	250,320	250,320	239,518	(10,802)
Expenditures:				
Services and supplies	250,600	250,600	238,652	11,948
Total expenditures	250,600	250,600	238,652	11,948
Excess of revenue over (under) expenditures	\$ (280)	\$ (280)	866	\$ 1,146
Fund balance, beginning of period			8,390	
Fund balance, end of period			\$ 9,256	

Marin General Services Authority  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
 Budget and Actual  
 For the Year Ended June 30, 2025  
 (Unaudited)

	Special Revenue Fund - Marin Map			
	Original Budget	Final Budget	Actual	Variance with Final Budget
Revenues:				
Participating local agencies	\$ 162,000	\$ 162,000	\$ 162,000	\$ -
Investment income	1,500	1,500	21,442	19,942
Total revenues	163,500	163,500	183,442	19,942
Expenditures:				
Services and supplies	230,640	230,640	137,909	92,731
Total expenditures	230,640	230,640	137,909	92,731
Excess of revenue over (under) expenditures	\$ (67,140)	\$ (67,140)	45,533	\$ 112,673
Fund balance, beginning of period			332,632	
Fund balance, end of period			\$ 378,165	

Marin General Services Authority  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
 Budget and Actual  
 For the Year Ended June 30, 2025  
 (Unaudited)

	Special Revenue Fund - CATV Franchise			
	Original Budget	Final Budget	Actual	Variance with Final Budget
Revenues:				
Franchise fees	\$ 3,300,000	\$ 3,300,000	\$ 2,795,563	\$ (504,437)
Service fees - Larkspur	10,000	10,000	10,017	17
Investment income	5,000	5,000	12,059	7,059
Total revenues	3,315,000	3,315,000	2,817,639	(497,361)
Expenditures:				
Services and supplies	3,315,000	3,315,000	2,866,327	448,673
Total expenditures	3,315,000	3,315,000	2,866,327	448,673
Excess of revenue over (under) expenditures	\$ -	\$ -	(48,688)	\$ (48,688)
Fund balance, beginning of period			123,165	
Fund balance, end of period			\$ 74,477	

Marin General Services Authority  
STATEMENT OF REVENUES, EXPENDITURES  
AND CHANGES IN FUND BALANCE  
 Budget and Actual  
 For the Year Ended June 30, 2025  
 (Unaudited)

	Special Revenue Fund - PEG			
	Original Budget	Final Budget	Actual	Variance with Final Budget
Revenues:				
PEG fees	\$ 750,000	\$ 750,000	\$ 567,883	\$ (182,117)
Investment income	60	60	1,341	1,281
Total revenues	750,060	750,060	569,224	(180,836)
Expenditures:				
Services and supplies	750,060	750,060	567,883	182,177
Total expenditures	750,060	750,060	567,883	182,177
Excess of revenue over (under) expenditures	\$ -	\$ -	1,341	\$ 1,341
Fund balance, beginning of period			3,600	
Fund balance, end of period			\$ 4,941	

Marin General Services Authority  
NOTES TO THE REQUIRED SUPPLEMENTAL INFORMATION  
For the year ended June 30, 2025

NOTE 1 - BUDGETARY BASIS OF PRESENTATION

The budgets included in these financial statements represent the original budget and amendments, if any, approved by the Board of Directors. The budgetary basis for the General Fund, MarinMap, PEG, and CATV Franchise Funds is the modified accrual basis of accounting. Various reclassifications have been made to the actual amounts to conform to classification included in the approved budget. The Abandoned Vehicle Abatement fund is presented on the full accrual basis of accounting with the timing of revenues and expenses with budget expectations.

**OTHER SUPPLEMENTAL INFORMATION**

Marin General Services Authority  
SCHEDULE OF MEMBER CONTRIBUTIONS  
For the Year Ended June 30, 2025

	<u>MGSA General Fund</u>				<u>MMAF Fund</u>
	<u>Operating</u>	<u>Streetlights</u>	<u>MCEP</u>	<u>Total General Fund</u>	<u>MMAF</u>
City of Belvedere	\$ 1,498	\$ 500	\$ 3,062	\$ 5,060	\$ 6,000
Town of Corte Madera	3,209	1,025	5,223	9,457	9,000
County of Marin	44,690	2,719	20,664	68,073	10,000
Town of Fairfax	1,895	813	4,536	7,244	6,000
City of Larkspur	4,051	1,106	5,811	10,968	9,000
City of Mill Valley	5,103	1,104	6,451	12,658	9,000
City of Novato	13,265	5,250	17,024	35,539	10,000
Town of Ross	502	-	3,192	3,694	6,000
Town of San Anselmo	3,631	909	5,946	10,486	9,000
City of San Rafael	15,742	6,174	18,526	40,442	10,000
City of Sausalito	2,792	900	4,497	8,189	9,000
Town of Tiburon	4,122	500	5,068	9,690	9,000
Bel Marin Keys CSD	-	500	-	500	-
Marin County Fire Chiefs Association	-	-	-	-	10,000
North Marin Water District	-	-	-	-	10,000
Marinwood CSD	-	500	-	500	-
Transportation Authority of Marin	-	-	12,500	12,500	10,000
Marin Clean Energy	-	-	12,500	12,500	-
Marin Municipal Water District	-	-	12,500	12,500	10,000
Marin Wildfire Prevention Authority	-	-	-	-	10,000
Ross Valley Sanitary District	-	-	-	-	10,000
	<u>\$ 100,500</u>	<u>\$ 22,000</u>	<u>\$ 137,500</u>	<u>\$ 260,000</u>	<u>\$ 162,000</u>