

SECTION C-2

PROGRAM MANAGEMENT

PROGRAM EFFECTIVENESS ASSESSMENT





C-2.0 PROGRAM MANAGEMENT

C-2.1 Introduction (LIP Section A-2.1)

Program management activities conducted by the County to implement the LIP involved the following activities:

- Coordination with the other Permittees on program development through the 2003 DAMP; common program implementation (such as monitoring, public education and watershed programs); and a commitment of funding to shared budgets under the Implementation Agreement;
- Coordination with internal County departments to implement the LIP;
- Preparing, approving and tracking shared and individual cost budgets; and,
- Data management and compliance reporting based on common practices specified in the 2003 DAMP.

This section addresses the County’s implementation of the program management elements of its LIP.

C-2.2 Countywide Coordination (LIP Section A-2.2)

Due to its role as Principal Permittee, each General Permittee Committee meeting is attended by several County representatives. For the purpose of coordination as a Permittee on a countywide level, the following contacts represent the County:

Primary Contacts	Public Facilities & Resources Department (PFRD)	Planning & Development Services Department (PDSB)	Orange County Flood Control District (OCFCD)
Name	Richard Boon	Ruby Maldonado	Gene Estrada
Division	Watershed & Coastal Resources	Community and Advance Planning Services	Public Works/Flood Control
Address	1750 S. Douglass Rd., Anaheim 92806	300 N. Flower, Santa Ana 92702	P.O. Box 4048, Santa Ana 92702
E-mail Address	richard.boon@pfrd.ocgov.com	ruby.maldonado@pdsd.ocgov.com	gene.estrada@pfrd.ocgov.com
Alternates	PFRD	PDSB	OCFCD
Name	Chris Crompton	Don Murphy	Kevin Onuma
Division	Watershed & Coastal Resources	Subdivision and Grading	Public Works/Flood Control
Address	1750 S. Douglass Rd., Anaheim 92806	300 N. Flower, Santa Ana 92702	P.O. Box 4048, Santa Ana 92702
E-mail Address	chris.crompton@pfrd.ocgov.com	don.murphy@pdsd.ocgov.com	kevin.onuma@pfrd.ocgov.com



SECTION C-2, Program Management

The General Permittee Committee meets at least six times per year. The County had representatives at the following meetings:

Meeting Date	Attended
July 25, 2002	X
August 29, 2002	X
September 26, 2002	X
October 31, 2002	X
December 18, 2002	X
January 30, 2003	X
February 27, 2003	X
April 24, 2003	X
May 29, 2003	X
June 26, 2003	X

In addition, County representatives coordinated and participated in the following committees and task forces:

Committee/Task Force	Attended
Technical Advisory Committee	All Meetings
Data & Information Management	All Meetings
Municipal Activities	All Meetings
New Development/Construction	All Meetings
Authorized Inspectors	All Meetings
Legal/Regulatory Authority	All Meetings
Public Education	All Meetings
Existing Development Inspection	All Meetings
Water Quality Monitoring & Science	All Meetings

C-2.3 County Internal Coordination (LIP Section A-2.3)

The responsibilities of County departments for the internal coordination of LIP activities are detailed in **Table A- 2.2** from **Section A-2** of the LIP:

**Table A-2.2 from Section A-2 of the County's LIP**

Program Element	Department	Activity	Responsibility Under the Order/2003 DAMP
Section A-2 - Program Management	PFRD Watershed & Coastal Resources	Serves as County LIP manager	Prepares annual compliance reports
			Reviews shared budgets and prepared internal County budgets
			Coordinates with other Permittees for development and implementation of countywide program through 2003 DAMP
			Coordinates/ensures implementation of LIP by County departments; administers program
			Responds to phone, e-mail, and other input received by the County on water quality issues and dispatches appropriate personnel; records responses
			Follows up on problems with County compliance
Section A-3 - Plan Development	PFRD Watershed & Coastal Resources	Oversees development of new 2003 DAMP programs	Coordinates with County departments in the development of new programs and BMP effectiveness studies
Section A-4 - Legal Authority	County Counsel	Certification of adequate legal authority	Review of legal authority/modification of ordinances/ legal certification
Section A-5 - Municipal Activities	PFRD/Geomatics PFRD Operations & Maintenance PFRD/Flood Programs	Manages storm drain inventory/atlas	Provides Geographic Information System (GIS) updates to storm drain atlas



SECTION C-2, Program Management

Program Element	Department	Activity	Responsibility Under the Order/2003 DAMP
	PFRD Operations & Maintenance	Operates and maintains storm drains and flood control facilities	Implements applicable model BMPs, reports actions taken to LIP Management
			Reports to LIP Manager with changes in flood control maintenance program and facilities
	PFRD Operations & Maintenance	Operates and maintains corporate/municipal yards	Implements applicable model BMPs, reports actions taken to LIP Management
			Reports to LIP Manager with changes in corporate/municipal yards
	PFRD Operations & Maintenance	Maintains catch basin stenciling program	Implements stenciling program, reports actions taken to LIP Management
			Reports to LIP Manager with changes in stenciling program
	PFRD Harbors, Beaches & Parks	Operates parks and recreational facilities	Implements applicable model BMPs, reports actions taken to LIP Management
			Reports to LIP Manager with changes in parks facilities
	Orange County Sheriff-Coroner Department	Operates and maintains Sheriff facilities	Implements applicable model BMPs, reports actions taken to LIP Management
			Reports to LIP Manager with changes in sheriff's facilities
	PFRD Internal Services	Operates and maintains parking lots	Implements applicable model BMPs, reports actions taken to LIP Management
			Updates LIP Manager with changes in parking facilities operated
	PFRD Internal Services/Facility Operations	Maintains County facilities	Implements applicable model BMPs, reports actions taken to LIP Management



SECTION C-2, Program Management

Program Element	Department	Activity	Responsibility Under the Order/2003 DAMP
			Updates LIP Management with changes to County-owned facilities
	PFRD Internal Services/ Transportation	Manages and maintains County vehicle programs	Implements applicable model BMPs, reports actions taken to LIP Management
			Updates LIP Management with changes to County vehicle programs
	PFRD Operations & Maintenance	Manages and implements street sweeping	Implements applicable model BMPs, reports actions taken to LIP Management
			Updates LIP Management with changes to street sweeping
	PFRD Operations & Maintenance / PFRD Harbors, Beaches & Parks/PFRD Internal Services/Facility Operations	Manages and implements pesticide and fertilizer programs	Implements applicable model BMPs, reports actions taken to LIP Management
			Updates LIP Management with changes to pesticide and fertilizer programs
	PFRD Watershed & Coastal Resources / PFRD Operations & Maintenance / PFRD Harbors, Beaches & Parks/PFRD Internal Services/Facility Operations	Manages and implements landscape maintenance programs including lakes	Implements applicable model BMPs, reports actions taken to LIP Management
			Updates LIP Management with changes to landscape maintenance programs



SECTION C-2, Program Management

Program Element	Department	Activity	Responsibility Under the Order/2003 DAMP
	Integrated Waste Management Department	Manages and implements waste recycling and litter control programs	Implements applicable model BMPs, reports actions taken to LIP Management
			Updates LIP Management with changes to waste recycling and litter control programs
Section A-6 - Public Education	PFRD Watershed & Coastal Resources	Manages education/outreach program	Attends public meetings on water quality issues
			Provides training and guidance materials to public and County staff
			Disseminates information in the unincorporated County
			Develops County versions of countywide education materials as appropriate
			Participates in a County event each year
	PDSB		Provides information to public and businesses at County counters
	OC Public Libraries		
Section A-7 - New Development	Planning & Development Services Department (PDSB) Current & Advanced Planning Services	Manages General Plan	Reviews the General Plan for water quality protection
	PDSB Environmental Planning Services	Manages environmental planning review	Implements use of CEQA checklist to review water quality issues on proposed projects
			Reviews development for water quality issues
	PDSB Building Permit Services / PDSB Grading Services	Processes building/grading permits	Advises applicants of water quality requirements



SECTION C-2, Program Management

Program Element	Department	Activity	Responsibility Under the Order/2003 DAMP
			Verifies plan compliance with water quality requirements
			Coordinates with LIP Manager for project tracking and inspection of water quality requirements
	PFRD Engineering & Permit Services Division /PFRD Construction Management Division	Manages public works projects	Verifies plan compliance with water quality requirements in public works projects
			Coordinates with LIP Manager for project tracking and inspection of water quality requirements in public works projects
Section A-8 - Construction	PDSD Building Permit Services/PDSD Grading Services	Processes building/grading permits	Advises applicants of water quality requirements
			Verifies plan and NOI compliance with water quality requirements, reports actions taken to LIP Management
	PDSD Grading Services	Manages oversight of construction inspection inventory, prioritization and inspection program	Inventories, prioritizes and maps construction sites
			Implement inspections, requires corrective actions to be taken, reports actions taken to LIP Management
	PFRD Construction Management Division/PFRD Internal Services/AE Services	Manages public works projects and Capital Improvement Project (CIP) projects	Verifies plan compliance with water quality requirements in public works projects and CIPs



SECTION C-2, Program Management

Program Element	Department	Activity	Responsibility Under the Order/2003 DAMP
			Coordinates project tracking and inspection of water quality requirements in public works projects and CIPs, reports actions taken to LIP Management
Section A-9 - Existing Development	PFRD Watershed & Coastal Resources	Manages oversight of the commercial, industrial, residential inspection program	Inventories, prioritizes and maps facilities
			Implement inspections, require corrective actions to be taken, report actions taken to LIP management
		Interacts with businesses and the public	Provides information to industrial and commercial businesses and the public
Section A-10 - ID/IC	PFRD Watershed & Coastal Resources	Coordinates and manages County ID/IC program	See Section A-10 of the County's LIP for a description of ID/IC responsibilities
Section A-11 - Water Quality Monitoring	PFRD Watershed & Coastal Resources	Manages countywide water quality program	Initiate follow up through ID/IC program for problems identified through the water quality monitoring program
		Manage industrial monitoring	Require industrial monitoring pursuant to 2003 DAMP protocol
Section A-12 - Watersheds	PFRD Watershed & Coastal Resources	Coordinates countywide activities on a Watershed basis.	Develop Watershed Chapters, Appendix D of 2003 DAMP

C-2.4 Fiscal Analysis (LIP Section A-2.4)

The Fiscal Analysis includes the following:

- The County's expenditures for the previous fiscal year;
- The County's budget for the current fiscal year; and
- A description of the source of funds.



SECTION C-2, Program Management

The Fiscal Analysis is intended to depict all NPDES compliance related costs for the County. The tables below report costs that include the costs of Permittee operations and contracted services. During the current reporting period the County will be participating with the Permittees on a review of the fiscal analysis and reporting program.

Capital Costs

- Capital costs include any capital expended for each one of the DAMP elements. This would consist of any land, large equipment, and structures

Operations and Maintenance Costs

- Operations and Maintenance costs refer to normal costs of operation including the cost of keeping equipment and facilities in working order

C-2.5 Program Management Modifications

While this PEA is intended to be a measure of the effectiveness of the County's Stormwater Program over the course of a year long period, program management is structured to respond to the iterative nature of this process on a much smaller scale. To increase the ability of the County's program management to respond, an internal NPDES committee comprised of representatives from every County department has begun to meet on a regular basis. Details on this committee can be found in **Section A-2** of the County's LIP and results on the effectiveness of this committee will be reported in the 2003/04 PEA.



CAPITAL COSTS
(Land, Large Equipment and Structures)

LIP Program Elements		FY2002-03Costs	Projected FY Costs
Supportive of Program Administration (LIP Section 2.0)		\$1,500	\$5,404
Municipal Activities (LIP Section 5.0)	Litter Control	\$0	\$20,000
	Recycling	\$0	\$0
	Drainage Facility Maintenance	\$0	\$0
	Catch Basin Stenciling	\$0	\$0
	Street Sweeping	\$0	\$0
	Environmental Performance	\$0	\$0
	Public Property & Street Chemical Spill Response	\$161	\$0
	Pesticide & Fertilizer Management	\$0	\$0
Public Information (LIP Section 6.0)	Nonpoint Source Pollution Awareness	\$0	\$0
	Household Hazardous Waste Collection	\$0	\$0
Requiring New Development BMPs (Supportive of Planning, etc.)		\$0	\$150,000
Requiring Construction BMPs (Supportive of Plan Check & Inspection)		\$0	\$0
Illegal Discharge/Illicit Connection (LIP Section 10.0)		\$0	\$0
	Other Efforts to Identify & Eliminate Illicit Connections	\$0	\$0
BMPs Incorporated Into Public Works Capital Projects		\$0	\$0
Construction of Household Hazardous Waste Facility		\$0	\$950,000
Totals		\$1,661	\$1,125,404



OPERATION AND MAINTENANCE COSTS

LIP Program Elements		FY2002-03 Costs	Projected FY Costs
Supportive of Program Administration (LIP Section 2.0)		\$1,022,026	\$1,080,877
Municipal Activities (LIP Section 5.0)	Litter Control	\$1,074,035	\$1,268,447
	Recycling	\$0	\$0
	Drainage Facility Maintenance	\$173,065	\$179,665
	Catch Basin Stenciling	\$5,274	\$2,251
	Street Sweeping	\$45,596	\$101,232
	Environmental Performance	\$0	\$15,000
	Public Property & Street Chemical Spill Response	\$0	\$0
	Pesticide & Fertilizer Management	\$81,442	\$161,610
Public Information (LIP Section 6.0)	Nonpoint Source Pollution Awareness	\$2,800,000	\$4,500,000
	Household Hazardous Waste Collection	\$0	\$0
Requiring New Development BMPs (Supportive of Planning, etc.)		\$53,807	\$151,000
Requiring Construction BMPs (Supportive of Plan Check & Inspection)		\$471,691	\$862,705
Illicit Connection/Discharge ID & Elimination (LIP Section 10.0)	Facility Inspection	\$194,812	\$194,812
	Other Efforts to Identify & Eliminate Illicit Connections	\$0	\$0
BMPs Incorporated Into Public Works Capital Projects		\$0	\$0
Totals		\$5,921,748	\$8,517,599



FUNDING SOURCES

LIP FUNDING SOURCES	FY2002-03Costs	Projected FY Costs
GENERAL FUND	23%	16%
UTILITY TAX/CHARGES	0%	0%
SEPARATE UTILITY BILLING ITEM	0%	0%
GAS TAX	4%	2%
SPECIAL DISTRICT FUND	22%	26%
OTHERS:		
• Sanitation Fee	13%	13%
• Benefit Assessment	0%	0%
• Fleet Maintenance Fund	0%	0%
• Community Services Fund	0%	0%
• Water Fund	0%	0%
• Sewer & Storm Drain Maintenance Fee	0%	0%
• CBI Grant	0%	7%
• Time & Materials Ordinance & Permit Fees	3%	9%
• Department Budgets	35%	27%
TOTALS	100%	100%