

Marin County Flood Control and Water Conservation District

FLOOD CONTROL ZONE 3 ADVISORY BOARD MEETING
MARCH 19, 2015

STAFF REPORT

Item 1. Approval of Meeting Minutes: November 12, 2014

Recommended Action: Approve minutes.

Item 2. Election of Advisory Board Officers (Chairperson and Vice-Chairperson)

The bylaws for the Zone 3 Advisory Board specify that officers for the positions of chairperson and vice-chairperson each be elected to serve a one-year term by a majority vote of the Advisory Board. A primary role of the chairperson is to conduct the meeting. The current chairperson is Robert Burton and the current vice-chairperson is Shawn McGhie.

Recommended Action: Elect chairperson and vice-chairperson.

Item 3. Open Time for Items Not on the Agenda

Comments will be heard for items not on the agenda (limited to three minutes per speaker).

Item 4. Zone Engineer's Report

a. Storm Report

Two atmospheric river events, the first on December 11th and second on February 6th, led to heavy rain and some isolated street ponding and flooding. Overall, though, impacts within the boundaries of Zone 3 were minimal and there are no known reports of out of bank flow on any main stem creeks. In addition, the District's facilities functioned as designed.

Extreme high tides on December 3 inundated Marin City, Manzanita, and portions of Miller Ave. Predicted higher high tides of 6.5 ft. mean lower low water (MLLW) actually measured 7.8 ft. MLLW, 1.3 ft. over predicted. Several lanes along southbound Highway 101 were closed for several hours during peak tides and the off ramp to Marin City was also shut down. Staff has met with Caltrans to help determine possible remedies to the flooding experienced in Marin City and will be considering alternatives for improvements to the existing privately owned and maintained drainage infrastructure located at the Gateway Shopping Center.

b. FEMA Community Rating System (CRS) Update

The FEMA Community Rating System (CRS) program is a voluntary incentive program being implemented by the County which may result in a 5% to 10% reduction in flood insurance costs by the end of 2015 for residents residing in unincorporated areas; although the size and diversity of the county area make it difficult to predict the exact amount of the

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discount. Current estimates are that FEMA will begin the initial audit which is required for the County to enter the program in either late-March or early-April and that the audit will then take approximately six months to complete. Following the audit and County's acceptance into the CRS program, discounts would be applied at the time insurance is renewed. Future implementation of additional community floodplain management activities that exceed the minimum National Flood Insurance Program requirements could result in additional discounts.

c. Coyote Creek Levee Evaluation

This project includes an evaluation of the current condition and level of flood protection provided by Coyote Creek's flood walls and earthen levees from Maple St. to the Mill Valley-Sausalito Path, as well as an assessment of improvement alternatives. Project tasks include surveying, hydrology and hydraulic modeling, geotechnical exploration and failure analysis, and alternative assessment. Considered alternatives will include those which satisfy Federal Emergency Management Agency requirements for accreditation and comply with U.S Army Corps of Engineers' specifications for operation and maintenance.

On April 1, 2014 the Board of Supervisors awarded a professional services contract with GEI Consultants, Inc. to assist the District with completing a substantial portion of the evaluation including hydraulics, geotechnical engineering, and alternatives. Work is scheduled to conclude in fall 2015. The tables below provide a breakdown of the total project cost and schedule to date.

Project Cost*

	Zone 3	Grant	Total
GEI Contract	\$265,758	\$269,815	\$535,573
Staff Labor	\$78,041	\$82,188	\$160,229
Contract (Other)	\$73,610	\$27,878	\$101,488
Sum	\$417,409	\$379,881	\$797,290

*Previously encumbered funds.

Schedule

Task	Status	Expected Completion
Surveying	Complete	n/a
H&H Modeling	Partially Complete	Fall 2014
Geotech Exploration	Complete	n/a
Geotech Failure Analysis	Active	Spring 2015
Alternative Assessment	Planned	Summer 2015

Initial findings from the alternative assessment will be presented to the advisory board for review by fall 2015 and posted on www.marinwatersheds.org/southern_marin.html for a 30-day public comment period. Following that, a final alternative assessment report will then be available on the website this fall.

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d. Coyote Creek Sediment Removal

Sediment was last removed from Coyote Creek's middle reach (i.e., downstream of the concrete channel to the Shoreline Highway bridge) in 2003 and, in response to the AB's recommendation, the District has proceeded with a project to remove sediment from the creek. Noble Consulting Engineers was selected to provide professional engineering services to assess sediment removal needs and begin preparations necessary for proceeding with a sediment removal project. Services provided under the \$282,276 professional services contract include surveying, hydraulic analysis, environmental review and regulatory permitting, sediment sampling, design, and bid assistance.

Staff is working with the consultant to identify the timing of the next sediment removal project and secure the required permits to proceed with the project's construction phase. In addition, the District has received a \$25,000 grant from the North Bay Watershed Association (NBWA) to determine the feasibility of beneficially reusing dredged sediments in nearby Bothin Marsh to build habitat and enhance flood protection. Reusing sediments at a local site may lower construction costs of sediment removal. Results of the reuse feasibility study are scheduled for fall 2015 and may be available in time for commencement of a dredging project in summer 2016.

Staff will report back to the AB on the final project design, including sediment removal method and disposal site locations, and provide an estimate of the associated costs prior to completing the environmental review.

e. Coyote Creek Maintenance and USACE Rehabilitation & Inspection Program Compliance (Zone 3)

In 2011 the U.S. Army Corps of Engineers (Corps) notified staff that, based on their assessment of the Coyote Creek Flood Control Project, the project's right (i.e., south) bank did not meet all of the criteria necessary to achieve a minimally acceptable rating in the Corp's Rehabilitation and Inspection program (RIP). The Corps' assessment also indicated that the project's left (i.e., north) bank did meet all of the criteria necessary to achieve a minimally acceptable rating. Since that time staff has been working with the Corps to ensure that the right bank attains no less than a minimally acceptable rating. A minimally acceptable rating or higher in the RIP is required for the District to be reimbursed for the cost of repairs to the project following a federally declared emergency.

To date staff has resurveyed the project, provided a draft update of the project's Operation & Maintenance Manual to the Corps, maintained vegetation which was identified as a concern, and completed a video inspection of pipes draining to the concrete channel and earthen levees. Additionally, in 2013 the District submitted a letter of intent (LOI) to create a System-wide Improvement Framework (SWIF) plan and received Corps' approval of the LOI last fall. The District will now have up to two years to create its SWIF plan, which will include a description of the tasks and schedule for addressing items currently not meeting the criteria necessary to receive a minimally acceptable rating.

With the Corps' approval of the LOI, Coyote Creek will remain eligible for reimbursement for the cost of repairs to the project following a federally declared emergency while the SWIF is being created and, following the SWIF's approval, while improvements are being carried out. Work performed under the SWIF will include completion of updates to the project's

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Operation & Maintenance Manual, creation of an emergency action plan, and a resolution to encroachments on the levee and floodwall. The schedule for completing this work will be detailed in the SWIF and the majority of items are expected to be completed within a one to two year timeframe following the Corps' approval of the SWIF.

Item 5. Annual and Preventative Maintenance Work Program

a. Pump Stations:

Individual pumps and motors are scheduled for major maintenance on a six year interval at each of the zone's five stations. In addition to major maintenance, preventative maintenance also takes place every year at each pump station and includes the inspection, testing, and as needed replacement of electrical and mechanical components. Below are highlights of the major maintenance at each pump station, both for work completed this past fiscal year, as well as work scheduled for the upcoming 2015-2016 fiscal year.

For FY 2014-2015:

The following work was completed within budget:

Crest Marin: pump and motor no. 4; motor no. 3.

Shoreline: pump no. 1 and pump no. 4.

Additional work performed included repair of corroded discharge pipes at Shoreline, and some roof repairs at Crest Marin. Accounting for charges related to this additional work, costs were still within budget.

For FY 2015-2016:

The following major maintenance work is scheduled:

Cardinal: no major maintenance scheduled; preventative maintenance only.

Crest Marin: pump and motor no. 1.

Ryan: pump and motor no. 1.

Seminary: no major maintenance scheduled; preventative maintenance only.

Shoreline: pump and motor no. 2.

An invitation for bids to perform major maintenance will be released on March 11 and staff will prepare a recommendation to the Board of Supervisors to award a contract to the lowest qualified bidder following the receipt of bids on April 14. The amount budgeted for completing this work is \$80,000.

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b. Vegetation:

Maintenance will occur within all flood control easements and will include fire suppression mowing and creek vegetation removal. In addition, last year the District entered into a five year maintenance agreement with the City of Mill Valley, which reimburses the City annually for up to \$35,000 a year in costs related to creek maintenance work performed within city limits. The agreement will expire following FY 2018-2019.

c. Sediment Removal

The need for sediment removal will be assessed at the Laurel Way Silt Basin. In the event that removal is needed, individual environmental permits will be sought.

Note: to date, the District's Routine Maintenance Agreement (RMA) has only been reviewed and received approval from the California Department of Fish & Wildlife. Additional individual permits for each sediment removal site will be needed until the time the RMA receives approval from the remaining regulatory agencies, including the Regional Water Quality Control Board, U.S. Army Corps of Engineers, and the Bay Conservation and Development Commission.

Item 6. Watershed Program Update

a. Southern Marin Watershed Guide

The Southern Marin Watershed Guide (WG) will describe existing conditions and summarize watershed study findings in a user-friendly, graphics-rich format. The purpose of the Guide is to organize information and data for the sub-watersheds draining to Richardson Bay (Marin City, Coyote Creek, Arroyo Corte Madera del Presidio, Ryan Creek, Sutton Manor/Alto/Strawberry, and East and West Creeks) and to develop a list of project concepts to address both short term and long term flood and creek management needs. The goal of the WG is to effectively communicate information, findings and recommendations to partner agencies and the community in a concise manner to guide decision making and future commitments. Restoration Design Group and Leslie Stone and Associates are in contract to develop the Watershed Guide. A draft guide is expected mid-2015.

Community meetings to share the draft guide will be held this spring. The first meeting will be held in the Coyote Creek sub-watershed (includes Tam Valley) and is planned for April 22nd between 6:30 pm – 8:30 pm at the Tam Valley Community Center. Meetings in Marin City, Mill Valley, and Zone 4 will follow in the spring to discuss each sub-watershed in more detail. Additional meeting dates will be posted online and sent to email lists. To sign up for email alerts, visit www.marinwatersheds.org and look for the sign up button on the right.

b. Project Summary Report

A parallel and supporting effort to the Southern Marin Watershed Guide, District staff is assessing potential projects across all sub-watersheds based on a historical assessment of known flooding issues. The assessment will be provided as a written report and will include a description of each flooding issue, an assessment of potential projects which, if constructed, could help address the issue, and a preliminary appraisal level cost estimate

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for each potential project. A draft list of potential projects will be presented at the upcoming community meetings in each sub-watershed and comments will be sought at that time.

c. Richardson Bay Shoreline Study: Sea Level Rise Impacts Assessment and Concept-Level Alternatives Evaluation

This technical study will assess vulnerabilities to infrastructure and built areas within the Inner Richardson Bay shoreline (including Zones 3 and 4) to three scenarios of sea level rise (+12, +36 and +60 inches) based on inundation modeling using GIS mapping. See the presentation and Zone 4 Advisory Board meeting staff report from November 12, 2014 for more information. The anticipated completion date for the Richardson Bay Shoreline Study is mid-2015. Public meetings will be held this summer to share the findings of the study.

Item 7. Zone 3 FY 2015-16 Budget Review

The Zone 3 budget for FY 2015-2016 (begins July 1, 2015 and ends June 30, 2016) will be presented to the Board of Supervisors at a hearing this summer. A proposed budget summary will be presented to the AB by staff for review. AB will also discuss and may recommend an action regarding anticipated maintenance budget shortfalls, potential revenue measures, and associated schedules.

Recommended Action: Recommend Board of Supervisors approve budget.

Item 8. Schedule Next Meetings

Although the draft By-Law revisions recommended by your board last year have not been approved by the Board of Supervisors, it is recommended that the Advisory Board consider the need for meetings in the upcoming year and adopt a meeting schedule for the year.

FY 2015 - 2016 Budget Report
FCZ #3 Mill Valley
Fund 23720

Budget Summary

Account Description	FY 2014-15 Budget	FY 2014-15 Projected	FY 2015-16 Budget
Fund Beginning Balance	\$5,894,493	\$7,341,391	\$7,264,574
Expenses			
Salaries and Benefits	\$848,844	\$814,298	\$856,182
Service and Supplies	\$1,314,428	\$752,991	\$1,436,996
Capital Assets	\$0	\$0	\$0
Total Expenditures	\$2,163,272	\$1,567,289	\$2,293,178
Revenue			
Taxes	\$1,467,168	\$1,467,168	\$1,467,168
Revenues From Use of Money and Property	\$14,984	\$4,790	\$4,500
Intergovernmental Revenues	\$9,000	\$9,000	\$9,000
Miscellaneous Revenues (inc. traffic)	\$900	\$9,514	\$900
Total Revenue	\$1,492,052	\$1,490,472	\$1,481,568
Fund Ending Balance	\$5,223,273	\$7,264,574	\$6,452,964

Major "Services & Supplies" Expenditures

Professional Services			
Services to Support Ongoing Coyote Creek Projects	\$25,000	\$0	\$100,000
Balance of previously encumbered contracts	\$0	\$192,541	\$0
Study Contingency	\$50,000	\$75,000	\$75,000
Total	\$75,000	\$267,541	\$175,000
Construction			
Coyote Creek Middle Reach Dredging	\$900,000	\$0	\$900,000
Total	\$900,000	\$0	\$900,000
Maintenance & Repair Services - Equipment			
Major Pump Maintenance	\$80,000	\$80,000	\$90,000
Balance of previously encumbered contracts	\$0	\$83,075	\$0
Miscellaneous	\$29,900	\$30,500	\$31,920
Total	\$109,900	\$193,575	\$121,920
Maintenance & Repair Services - Land & Buildings			
Rodent Abatement	\$15,000	\$15,000	\$15,000
Conservation Corps North Bay	\$80,900	\$80,900	\$80,900
Mill Valley Creek Maintenance MOU	\$35,000	\$35,000	\$35,000
Balance of previously encumbered contracts	\$0	\$51,447	\$0
Miscellaneous	\$31,100	\$31,100	\$31,100
Total	\$162,000	\$213,447	\$162,000
Miscellaneous Services & Supplies	\$67,528	\$78,428	\$78,076