

Marin County Flood Control and Water Conservation District

FLOOD CONTROL ZONE 1 ADVISORY BOARD MEETING

APRIL 7, 2016

STAFF REPORT

Item 1. Approval of Meeting Minutes: March 3, 2016

Recommended Action: Approve minutes.

Item 2. 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 3. FEMA Hazard Mitigation Funding Opportunity

In order to determine which neighborhoods would benefit most from the FEMA Mitigation Funding, District staff conducted a review of the FEMA Flood Insurance Rate Maps (FIRM), which are based on a 100-year flood event. Novato Creek Watershed neighborhood/areas that are predicted to experience 100-year flood inundation were identified. The results are listed below. Note that in most cases, only portions within close proximity to Novato Creek and its tributaries are affected, not necessarily the entire neighborhood listed.

Elevation projects are considered automatically cost-effective by FEMA if they are located in the FEMA 100-year floodplain and cost less than or equal to \$175,000 (local multiplier may be applied using industry-accepted cost and pricing guides for construction). Meeting the cost-effective standard is only a minimum requirement to be eligible for the program and doesn't mean that the project is automatically funded. The entire FEMA budget for Marin County is \$4 million and therefore the number and amount per home is subject to FEMA cost limits depending on the number of home applications and soft costs.

- Pleasant Valley
- San Marin
- Novato Blvd/Center Road corridor
- Downtown Novato
- Nave Gardens
- South Redwood Blvd corridor – Scottsdale Pond area
- Ignacio along the Fairway Drive corridor and in areas adjacent to Highway 101
- Rowland Way area
- Green Point – west
- Black Point
- Bel Marin Keys

Item 4. Zone Engineer's report on Major Project Status

a. **Deer Island Flood Detention Basin Final Design**

The District received five competitive bids from qualified consultants and conducted interviews. Based on the submittals and interviews, Staff has tentatively selected a preferred consultant for the project to bring forward for recommendation to the BOS for final approval.

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We are working on a final contract and expect to make a recommendation to the BOS at their May 3rd meeting. Construction for this partially grant-funded project is anticipated to take place by 2019, possibly beginning as early as next summer.

b. Novato Creek Sediment Removal - 2016

The planning and permitting process for the Novato Creek 2016 Sediment Removal is moving forward. If cost-effective and environmentally permissible, a goal is to beneficially reuse the sediment removed from the creek in order to begin construction of levees. To date, the permit applications have been submitted to the relevant federal and state agencies and the District expects to have issued permits by the end of May. Additional environmental review for the proposed advanced beneficial sediment re-use was deemed necessary and is currently being conducted. A revised Initial Study/Mitigated Negative Declaration (IS/MND) is being produced to supplement the 2008 IS/MND. This is expected to be completed by April 8th. Construction is anticipated to take place between this July and October.

Item 5. Watershed Program Update

c. Update on Novato Watershed Program Projects and Costs

The list of project types for which we intend to seek funding is being finalized as we talk with our partners and stakeholders. Staff will provide an update at the meeting.

d. Polling/Election Update

We anticipate that polling will commence at the end of April. Polling will be conducted by GRA. We are contracting with Harris & Associates to analyze funding methodology with a parcel tax measure and a stormwater fee measure.

e. Outreach Activities

We are planning public presentations to the Rotary Club of Novato as well as the Sons In Retirements (SIRS), although dates have not yet been set for either group. In addition, we are working with the Novato City Manager to schedule a presentation to the City Council. We will share the date when it has been confirmed.

Item 5. Review Draft Budget for FY 2016-17

The Zone 1 budget for FY 2016-2017 (begins July 1, 2016 and ends June 30, 2017) will be presented to the Board of Supervisors at a hearing this spring. The proposed budget summary will be presented to the AB by staff for review. For reference, last year's recommended budget is also attached.

Recommended Action: Recommend Board of Supervisors approve budget.

Item 6. Next Meeting

Next meeting is scheduled for May 5th.

DRAFT ANTICIPATED 10-YEAR ZONE 1 MAINTENANCE NEEDS

FY 2014-2015 Fund Ending Balance: \$ 3,592,645

Proposed budget is subject to change

Expected Expenditure Description	FY 2015-16 Projected	FY 2016-17 Budget	FY 2017-18 Estimate	FY 2018-19 Estimate	FY 2019-20 Estimate	FY 2020-21 Estimate	FY 2021-22 Estimate	FY 2022-23 Estimate	FY 2023-24 Estimate	FY 2024-25 Estimate	FY 2025-26 Estimate	REMARKS
Staffing												
Pump Operation & Maintenance	\$ 80,000	\$ 81,200	\$ 82,418	\$ 83,654	\$ 84,909	\$ 86,183	\$ 87,475	\$ 88,788	\$ 90,119	\$ 91,471	\$ 92,843	BP and Building Maint.
Creek Maintenance	\$ 165,000	\$ 167,475	\$ 169,987	\$ 172,537	\$ 175,125	\$ 177,752	\$ 180,418	\$ 183,124	\$ 185,871	\$ 188,659	\$ 191,489	1/2 AP, BDaS
General Zone Administration and Outreach	\$ 240,000	\$ 243,600	\$ 247,254	\$ 250,963	\$ 254,727	\$ 258,548	\$ 262,426	\$ 266,363	\$ 270,358	\$ 274,414	\$ 278,530	DN
Engineering Planning	\$ 104,000	\$ 105,560	\$ 107,143	\$ 108,751	\$ 110,382	\$ 112,038	\$ 113,718	\$ 115,424	\$ 117,155	\$ 118,913	\$ 120,696	RL
Environmental Planning	\$ 45,000	\$ 45,675	\$ 46,360	\$ 47,056	\$ 47,761	\$ 48,478	\$ 49,205	\$ 49,943	\$ 50,692	\$ 51,453	\$ 52,224	LL
Environmental Permitting and CEQA	\$ 50,000	\$ 50,750	\$ 51,511	\$ 52,284	\$ 53,068	\$ 53,864	\$ 54,672	\$ 55,492	\$ 56,325	\$ 57,169	\$ 58,027	KK, LW, CC
GIS and Surveying	\$ 13,000	\$ 13,195	\$ 13,393	\$ 13,594	\$ 13,798	\$ 14,005	\$ 14,215	\$ 14,428	\$ 14,644	\$ 14,864	\$ 15,087	EL
Advisory Board and BOS Administration	\$ 50,000	\$ 50,750	\$ 51,511	\$ 52,284	\$ 53,068	\$ 53,864	\$ 54,672	\$ 55,492	\$ 56,325	\$ 57,169	\$ 58,027	KT
QA/QC and Strategy	\$ 83,000	\$ 84,245	\$ 85,509	\$ 86,791	\$ 88,093	\$ 89,415	\$ 90,756	\$ 92,117	\$ 93,499	\$ 94,901	\$ 96,325	HL, RL
Engineering and Real Estate	\$ 30,000	\$ 30,450	\$ 30,907	\$ 31,370	\$ 31,841	\$ 32,319	\$ 32,803	\$ 33,295	\$ 33,795	\$ 34,302	\$ 34,816	Eng & RE
Storm Response	\$ 115,000	\$ 116,725	\$ 118,476	\$ 120,253	\$ 122,057	\$ 123,888	\$ 125,746	\$ 127,632	\$ 129,547	\$ 131,490	\$ 133,462	All, Roads
County Special Cost Allocation	\$ 54,504	\$ 55,322	\$ 56,151	\$ 56,994	\$ 57,849	\$ 58,716	\$ 59,597	\$ 60,491	\$ 61,398	\$ 62,319	\$ 63,254	Other county departments (e.g. Finance)
Salaries, Benefits, and Overhead Subtotal:	\$ 1,029,504	\$ 1,044,947	\$ 1,060,621	\$ 1,076,530	\$ 1,092,678	\$ 1,109,068	\$ 1,125,704	\$ 1,142,590	\$ 1,159,729	\$ 1,177,125	\$ 1,194,781	
General Expenses												
Miscellaneous Services & other Agreement Contingency	\$ 25,000	\$ 25,375	\$ 25,756	\$ 26,142	\$ 26,534	\$ 26,932	\$ 27,336	\$ 27,746	\$ 28,162	\$ 28,585	\$ 29,014	Services such as pump vactoring, pump electrical panel work, etc.
Insurance Premiums	\$ 13,650	\$ 13,855	\$ 14,063	\$ 14,274	\$ 14,488	\$ 14,705	\$ 14,926	\$ 15,149	\$ 15,377	\$ 15,607	\$ 15,841	
Utilities	\$ 15,000	\$ 15,225	\$ 15,453	\$ 15,685	\$ 15,920	\$ 16,159	\$ 16,402	\$ 16,648	\$ 16,897	\$ 17,151	\$ 17,408	
Miscellaneous Rent & Operating Leases	\$ 1,500	\$ 1,523	\$ 1,545	\$ 1,569	\$ 1,592	\$ 1,616	\$ 1,640	\$ 1,665	\$ 1,690	\$ 1,715	\$ 1,741	
Fuel (for pumps)	\$ 2,000	\$ 2,030	\$ 2,060	\$ 2,091	\$ 2,123	\$ 2,155	\$ 2,187	\$ 2,220	\$ 2,253	\$ 2,287	\$ 2,321	
Association Dues and Memberships	\$ 4,200	\$ 4,263	\$ 4,327	\$ 4,392	\$ 4,458	\$ 4,525	\$ 4,592	\$ 4,661	\$ 4,731	\$ 4,802	\$ 4,874	
Subtotal:	\$ 61,350	\$ 62,270	\$ 63,204	\$ 64,152	\$ 65,115	\$ 66,091	\$ 67,083	\$ 68,089	\$ 69,110	\$ 70,147	\$ 71,199	
Maintenance & Repair of Equipment												
Simmons Slough - Big Bertha Portable Pump		\$ 350,000		\$ 26,143					\$ 28,163			
Cheda Station Pump #1			\$ 25,755									
Cheda Station Pump #2			\$ 25,755									
Farmers Station Pump	\$ 25,000						\$ 27,335					
Lynwood Station Pump #1	\$ 25,000						\$ 27,335					
Lynwood Station Pump #2			\$ 32,436						\$ 34,471			
Lynwood Station Pump #3					\$ 32,479						\$ 35,511	
Lynwood Station Pump #4					\$ 32,479						\$ 35,511	
Pump Maintenance Contingency	\$ 20,000	\$ 20,300	\$ 20,605	\$ 20,914	\$ 21,227	\$ 21,546	\$ 21,869	\$ 22,197	\$ 22,530	\$ 22,868	\$ 23,211	
Rain/Stage Gages and Equipment	\$ 8,000	\$ 8,120	\$ 8,242	\$ 8,365	\$ 8,491	\$ 8,618	\$ 8,748	\$ 8,879	\$ 9,012	\$ 9,147	\$ 9,284	
Various supplies: hardware, gauge equip, bldg supplies	\$ 10,000	\$ 10,150	\$ 10,302	\$ 10,457	\$ 10,614	\$ 10,773	\$ 10,934	\$ 11,098	\$ 11,265	\$ 11,434	\$ 11,605	
Subtotal:	\$ 88,000	\$ 388,570	\$ 123,095	\$ 65,878	\$ 105,289	\$ 40,937	\$ 96,221	\$ 42,174	\$ 105,440	\$ 43,449	\$ 115,123	
Maintenance & Repair Services of Land												
CCNB (Conservation Corps North Bay)	\$ 202,200	\$ 205,233	\$ 208,311	\$ 211,436	\$ 214,608	\$ 217,827	\$ 221,094	\$ 224,411	\$ 227,777	\$ 231,193	\$ 234,661	
Tree Service	\$ 20,000	\$ 20,300	\$ 20,605	\$ 20,914	\$ 21,227	\$ 21,546	\$ 21,869	\$ 22,197	\$ 22,530	\$ 22,868	\$ 23,211	
Fence Repair	\$ 8,000	\$ 8,120	\$ 8,242	\$ 8,365	\$ 8,491	\$ 8,618	\$ 8,748	\$ 8,879	\$ 9,012	\$ 9,147	\$ 9,284	
Creek Maintenance Support	\$ 55,605	\$ 56,439	\$ 57,286	\$ 58,145	\$ 59,017	\$ 59,902	\$ 60,801	\$ 61,713	\$ 62,639	\$ 63,578	\$ 64,532	
Rodent Control	\$ 15,000	\$ 15,225	\$ 15,453	\$ 15,685	\$ 15,920	\$ 16,159	\$ 16,402	\$ 16,648	\$ 16,897	\$ 17,151	\$ 17,408	
Creek maintenance permit fee allowance	\$ 5,000	\$ 5,075	\$ 5,151	\$ 5,228	\$ 5,307	\$ 5,386	\$ 5,467	\$ 5,549	\$ 5,632	\$ 5,717	\$ 5,803	
Creek maintenance supplies & equipment	\$ 10,000	\$ 10,150	\$ 10,302	\$ 10,457	\$ 10,614	\$ 10,773	\$ 10,934	\$ 11,098	\$ 11,265	\$ 11,434	\$ 11,605	
Miscellaneous Items	\$ 5,000	\$ 5,075	\$ 5,151	\$ 5,228	\$ 5,307	\$ 5,386	\$ 5,467	\$ 5,549	\$ 5,632	\$ 5,717	\$ 5,803	Tools, erosion control supplies, safety items, batteries, etc.
Subtotal:	\$ 320,805	\$ 325,617	\$ 330,501	\$ 335,459	\$ 340,491	\$ 345,598	\$ 350,782	\$ 356,044	\$ 361,384	\$ 366,805	\$ 372,307	
Professional Services												
Deer Island Basin Weir Design	\$ 303,000											
Water Level Monitoring Winter 2015-16	\$ 25,033											
NBWRA Study and CEQA	\$ 148,153											
Novato Creek CEQA revision	\$ 40,000											
Novato Creek/Deer Island Basin Studies and Surveys	\$ 25,000	\$ 40,000										
Habitat Mapping in Deer Island Basin	\$ 5,600											
Biological and Cultural Consultants for Projects	\$ 50,000	\$ 50,750		\$ 52,285	\$ 53,070			\$ 55,490	\$ 56,325			
Pacheco Pond Survey and Modeling	\$ 50,000	\$ 50,750										
Labor Compliance Program for grants	\$ 12,500											
Local Levee Evaluation Matching Funds	\$ -											
Website Update	\$ 8,000											
RWQCB Permit Staffer	\$ 60,000	\$ 61,800		\$ 63,666		\$ 65,595		\$ 67,572		\$ 69,618		
Subtotal:	\$ 727,286	\$ 203,300	\$ -	\$ 115,951	\$ 53,070	\$ 65,595	\$ -	\$ 123,062	\$ 56,325	\$ 69,618	\$ -	
Construction Services												
Creek Enhancement and Revegetation	\$ 5,000	\$ 5,075	\$ 5,151	\$ 5,228	\$ 5,307	\$ 5,386	\$ 5,467	\$ 5,549	\$ 5,632	\$ 5,717	\$ 5,803	
Novato Creek/Deer Island Basin Weir		\$ 1,285,000	\$ 36,500	\$ 37,048	\$ 37,603	\$ 38,167	\$ 38,740	\$ 39,321	\$ 39,911	\$ 40,509	\$ 41,117	
Minor Bank and Sediment Maintenance Contracts		\$ 80,000				\$ 86,184				\$ 91,472		
Novato Creek Sediment Removal	\$ 1,600,000				\$ 1,698,240				\$ 1,802,400		\$ -	Quadrennial activity for the time being
Subtotal:	\$ 1,605,000	\$ 1,370,075	\$ 41,651	\$ 42,276	\$ 1,741,150	\$ 129,738	\$ 44,207	\$ 44,870	\$ 1,847,943	\$ 137,698	\$ 46,920	
Service and Supplies Subtotal:	\$ 2,741,091	\$ 2,287,562	\$ 495,247	\$ 559,564	\$ 2,240,000	\$ 581,867	\$ 491,210	\$ 566,150	\$ 2,371,093	\$ 617,570	\$ 534,350	
Total Proposed Expenditures:	\$ 3,831,945	\$ 3,394,779	\$ 1,619,072	\$ 1,700,247	\$ 3,397,793	\$ 1,757,027	\$ 1,683,997	\$ 1,776,829	\$ 3,599,932	\$ 1,864,842	\$ 1,800,331	
Revenues (increase approx. 0.5% annually):	\$ 2,295,417	\$ 2,306,894	\$ 2,318,429	\$ 2,330,021	\$ 2,341,671	\$ 2,353,379	\$ 2,365,146	\$ 2,376,972	\$ 2,388,857	\$ 2,400,801	\$ 2,412,805	
Fund Ending Balance*:	\$ 2,056,117	\$ 968,232	\$ 1,667,589	\$ 2,297,362	\$ 1,241,240	\$ 1,837,593	\$ 2,518,742	\$ 3,118,885	\$ 1,907,810	\$ 2,443,769	\$ 3,056,243	

Expenses estimated to increase at approximately a 1.5% inflation rate.

* Fund ending balance will change with updated information.

Note: Budgets for projects not expended this fiscal year will rollover onto the next fiscal year.