

**Marin County Flood Control and Water Conservation District**

**FLOOD ZONE 10 ADVISORY BOARD MEETING**

**MAY 15, 2013**

**STAFF REPORT**

**Item 1. Approval of Meeting Minutes for May 10, 2012**

**Action by Board:** The meeting of May 14, 2013 was cancelled due to lack of quorum so no minutes were taken and minutes for the May 10, 2012 meeting were not approved. As a result, the AB will review the May 10, 2012 minutes, make any corrections desired and approve them as corrected.

**Recommended Action:** Approve minutes.

**Item 2. Open Time for Items Not on the Agenda**

Comments will be heard for items not on the agenda.

**Item 3. Annual and Preventative Maintenance Plan**

- a. In order to conserve Zone funds, the Conservation Corps North Bay (CCNB) did not perform any preventative maintenance last year. This was based on a District staff site assessment completed in 2011. The District will continue to enter into annual contracts with the CCNB for emergency or as-needed maintenance. Should an emergency occur, \$5,800 is budgeted for FY 13/14 and FY 14/15.
- b. An AB subcommittee was formed last meeting to report on the status of pressing Zone maintenance needs. If any maintenance has been identified, the AB subcommittee is advised to convey the findings and recommend priority maintenance needs.

**Item 4. Zone 10 Budget FY 14-15**

Staff and AB will review the Zone 10 FY 14-15 budget.

**Recommended Action:** Recommend Board of Supervisors approve budget.

**Item 5. Schedule Next Meeting**

Advisory Board members will set a date for the next meeting. According to the new By-Laws, meetings should be held on the 2nd Thursday of February, May, August, and November.

**Recommended Action:** Recommend to cancel regular meetings in August, November, and February to conserve Zone funds. The next meeting would be May 12, 2015 to go over the FY 15-16 Zone 10 work plan and budget.

**FY 2014 - 2015 Budget Report  
FCZ #10 Inverness  
Fund 23790**

**Budget Summary**

Account Description	FY 2013-14 Budget	FY 2013-14 Projected	FY 2014-15 Budget
<b>Fund Beginning Balance</b>	<b>\$ 50,093</b>	<b>\$ 58,640</b>	<b>\$ 47,674</b>
<b>Expenses</b>			
Salaries and Benefits	\$ 4,500	\$ 4,476	\$ 4,476
Service and Supplies	\$ 6,550	\$ 6,550	\$ 6,550
Capital Outlay	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 11,050</b>	<b>\$ 11,026</b>	<b>\$ 11,026</b>
<b>Revenue</b>			
Revenues From Use of Money and	\$ 140	\$ 60	\$ 60
<b>Total Revenue</b>	<b>\$ 140</b>	<b>\$ 60</b>	<b>\$ 60</b>
 <b>Fund Ending Balance</b>	 <b>\$ 39,183</b>	 <b>\$ 47,674</b>	 <b>\$ 36,708</b>

**Major "Services & Supplies" Expenditures**

<b>Maintenance &amp; Repair Services - Land &amp; Buildings</b>			
CCNB (Conservation Corps North Bay)	\$5,800	\$5,800	\$5,800
Miscellaneous	\$0	\$0	\$0
	<b>\$5,800</b>	<b>\$5,800</b>	<b>\$5,800</b>
 <b>Other Services &amp; Supplies</b>	 <b>\$750</b>	 <b>\$750</b>	 <b>\$750</b>