

Marin County Flood Control and Water Conservation District

**FLOOD CONTROL ZONE 3 ADVISORY BOARD MEETING
MAY 9, 2013**

STAFF REPORT

Item 1 - Approval of Meeting Minutes: May 30, 2012

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 - Annual & Preventative Maintenance Plan

Staff will present this year's plan, including:

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. At Crest Marin Pump Station, pumps no. 2 and no. 3 are due for maintenance this year (i.e., FY 2013 – 2014). Proposals were recently received to perform this work and staff will prepare a recommendation to the Board of Supervisors to award a contract the lowest bidder. The cost to Zone 3 is \$44,671 and within the \$60,000 amount budgeted for this work.

No pumps underwent major maintenance last year (i.e., FY 2012 – 2013); however, other work performed included: 1) installation of a new fence at Cardinal Pump Station, 2) installation of a new gasket in the slide tide gate at Ryan Creek Pump Station, 3) installation of *No Parking* signs at Ryan Creek Pump Station, and 4) a new voltage regulator was installed for the emergency generator at Shoreline Pump Station.

Preventative maintenance at all pump stations will also take place this year, including inspection, testing, and as needed replacement of electrical and mechanical components.

b) Vegetation

Maintenance will occur within all flood control easements and will include fire suppression mowing and creek vegetation removal. In addition, staff proposes the District enter into its annual maintenance agreement with the City of Mill Valley, which reimburses the City for up to \$35,000 in creek maintenance work performed within city limits.

c) Sediment Removal

Sediment accumulation will be evaluated at Laurel Way Silt Basin and Enterprise Concourse and removed as necessary.

d) Rodent (Gopher) Control

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Rodent control efforts have been underway for the last three years, are ongoing, and are conducted in accordance with the County's Integrated Pest Management policy. Traps will be set this spring and again this fall and, following successful rodent removal, holes will be filled with bentonite grout to restore the levee fill material. Residents who notice rodent activity can contact the District to request information on how to fight burrowing rodents in their yards and/or report problems in nearby levees to have traps set near the levees.

Item 4 - Project Status Report

a) 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 at its last meeting your board recommended that the District undertake a project to remove sediment from the creek.

This past winter staff advertised a request for proposals to provide professional engineering services for the project and proposals were received from four professional engineering firms. Following staff review of proposals and candidate interviews, the District chose Noble Consulting, Inc. 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. The Local Levee Assistance Program grant from the Department of Water Resources, discussed further in agenda item 4.c), will reimburse Zone 3 for up to \$27,878 of costs related to this work.

Staff will provide an update on the status of this work and discuss the next steps required before sediment can be removed from the creek.

b) Coyote Creek Maintenance and USACE Rehabilitation & Inspection Program Compliance

In 2011 the U.S. Army Corps of Engineers (Corps) notified staff that, based on their assessment of the Coyote Creek Flood Control Project, that 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 to the project's Operation & Maintenance Manual, and maintained vegetation which was identified as a concern. Additionally, this summer staff will oversee a detailed video based inspection of all pipes draining to the project. Based on work already completed, staff has requested that the Corps acknowledge the improvements and, at a minimum, reinstate the project's *minimally acceptable* rating.

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Staff will continue to address the management of vegetation, seek formal Corps' acceptance of additions to the project, reach resolutions on encroachment concerns, and create an emergency action plan.

c) Coyote Creek Levee Evaluation

In fall 2011 the District applied for a Local Levee Assistance Program (LLAP) grant from the California Department of Water Resources (DWR) for the Coyote Creek Levee Evaluation Project. In December 2012 the District received notice of the project's selection for a grant award.

The project is scheduled to begin this summer and will include 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 and an assessment of improvement alternatives. Project components comprise of 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.

The total project cost is \$797,290. Of this amount \$690,695 is grant eligible. Acceptance of the grant will provide \$379,882 (55% of the grant eligible cost). The remaining \$417,408 would be funded through existing Zone 3 funds.

Recommend Action: recommend that the Board of Supervisors approve a \$417,408 fund transfer required for the local match and proceed with the project.

d) Creek Restoration at Boyle Park

The Boyle Park restoration project design has been finalized and permits have been submitted to the state and federal resource agencies. The project will restore habitat along a small tributary to Warner Creek near the picnic area at the City of Mill Valley's Boyle Park. The site will be graded to reduce sediment transport to Warner Creek and increase infiltration. Construction is expected to begin after Labor Day in September 2013. This project is fully funded by a \$370K EPA grant and no Zone 3 funding is required. This area is currently maintained by the City and the City will continue maintenance once the project is complete.

Item 5 - Southern Marin Watershed Program

Background

The Southern Marin Watershed Program is a joint effort of the County and partner agencies knowledgeable of flooding and habitat within the watershed. Primary goals of the program include:

- Assessing and documenting existing conditions
- Identifying flood protection improvement alternatives, including multi-benefit projects which provide flood protection while also enhancing habitat and/or providing public access
- Increasing opportunities for securing grant funding for program initiatives

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- Providing guidance for next steps, including project implementation

Visit the Southern Marin Watershed Program webpage at http://marinwatersheds.org/southern_marin.html to learn more about the program and to view and download documents as soon as they are available.

Recent Accomplishments

Staff worked closely with the City of Mill Valley to assist them with reviewing and revising the Arroyo Corte Madera del Presidio (ACMdP) Flood Study. The study includes an evaluation of existing hydrology and hydraulics of the ACMdP watershed and an assessment of improvement alternatives which would increase the level of flood protection. The study is tentatively scheduled to be introduced at a City Council meeting on May 20 and a community workshop will be held soon thereafter to discuss findings and solicit public input.

Ongoing Efforts

Work continues on existing conditions evaluations, including historical and existing ecology, habitats, and flood conditions. At the conclusion of this effort:

- potential habitat restoration areas, vegetation, fisheries, flood protection infrastructure, and land use will be mapped,
- previous studies and flood infrastructure improvement projects (both completed and proposed) will be reviewed and summarized, and
- hydrology will be updated throughout the watershed.

Upcoming

The Technical Working Group (TWG) will meet this summer to review the results of the existing conditions evaluations and aid in our collective understanding of flood threats and restoration opportunities. The TWG will also help shape the proposed next steps for the watershed program, including hydrology, hydraulics, and shoreline vulnerabilities studies.

A community meeting will be held this fall to review program goals and progress and to solicit input which will help inform next steps.

Item 6 - Zone Budget for FY 2013-2014

The Zone 3 budget for FY 2013-2014 (begins July 1, 2013 and ends June 30, 2014) is enclosed and will be presented to the Board of Supervisors for adoption this July.

Recommended Action: recommend that the Board of Supervisors approve the budget.

Item 7 - Next Meeting

Schedule the next meeting of the Zone No. 3 Advisory Board. The bylaws specify that the next meeting be held on Wednesday, August, 7, 2013.

**FY 2013 - 2014 Budget Report
FCZ #3 Mill Valley
Fund 23720**

Budget Summary			
Account Description	FY 2012-13 Budget	FY 2012-13 Projected	FY 2013-14 Budget
Fund Beginning Balance	\$6,011,180	\$6,225,455	\$6,182,600
Expenses			
Salaries and Benefits	\$725,000	\$785,000	\$790,000
Service and Supplies	\$1,261,255	\$611,780	\$1,655,980
Capital Assets	\$5,000	\$2,550	\$0
Total Expenditures	\$1,991,255	\$1,399,330	\$2,445,980
Revenue			
Taxes	\$1,329,150	\$1,334,575	\$1,354,075
Revenues From Use of Money and Property	\$29,000	\$16,500	\$16,000
Intergovernmental Revenues	\$9,000	\$4,600	\$4,000
Miscellaneous Revenues (inc. traffic)	\$900	\$800	\$900
Total Revenue	\$1,368,050	\$1,356,475	\$1,374,975
Fund Ending Balance	\$5,387,975	\$6,182,600	\$5,111,595

Major "Services & Supplies" Expenditures			
Professional Services			
Coyote Creek Levee Evaluation (Grant Funded)	\$0	\$0	\$350,000
Coyote Creek Middle Reach Dredging - Studies	\$50,000	\$300,000	\$25,000
Coyote Creek USACE Compliance	\$25,000	\$25,000	\$25,000
Miscellaneous Studies	\$50,000	\$50,000	\$50,000
Total	\$125,000	\$375,000	\$450,000
Construction			
Coyote Creek Middle Reach Dredging	\$900,000	\$0	\$900,000
Total	\$900,000	\$0	\$900,000
Maintenance & Repair Services - Equipment			
Major Pump Maintenance	\$0	\$0	\$60,000
Miscellaneous	\$22,600	\$22,600	\$34,300
Total	\$22,600	\$22,600	\$94,300
Maintenance & Repair Services - Land & Buildings			
Rodent Abatement	\$15,000	\$15,000	\$15,000
Conservation Corps North Bay	\$77,000	\$77,000	\$80,900
Mill Valley Creek Maintenance MOU	\$35,000	\$35,000	\$35,000
Miscellaneous	\$31,100	\$31,100	\$31,100
Total	\$158,100	\$158,100	\$162,000
Miscellaneous Services & Supplies	\$55,555	\$56,080	\$49,680

FY 2013 - 2014 Budget Report
Expenses Detail
FCZ #3 Mill Valley
Fund 23720

Account Description	FY 2012-13 Budget	FY 2012-13 Projected	FY 2013-14 Budget
Professional Services	125,000	375,000	450,000
Administration & Finance Services	0	0	0
Communications Services	6,400	6,400	0
Utilities	15,000	15,000	15,000
Maintenance & Repair Services - Equipmen	22,600	22,600	94,300
Maintenance & Repair Services - Land & B	158,100	158,100	162,000
Rent & Operating Leases	1,500	2,000	2,000
Professional Development Expense	7,400	7,400	7,400
Travel	2,080	2,080	2,080
Miscellaneous Services (Trade)	2,000	2,000	2,000
Countywide Dues & Memberships	3,175	3,200	3,200
Office Supplies	2,000	2,000	2,000
Maintainence & Repair Supplies - Equipm	8,000	8,000	8,000
Maintainence & Repair Supplies - Land &	5,000	5,000	5,000
Construction	900,000	0	900,000
Oil & Gas	1,000	1,000	1,000
Miscellaneous Supplies	2,000	2,000	2,000
Service and Supplies	1,261,255	611,780	1,655,980
Vehicles (Budgeting Only)	5,000	0	0
Equip. & Mach. (Furn, Fixs & Equip) (Bud	0	2,550	0
Other Charges	5,000	2,550	0
Flood Control, Engineering, Real Estate	575,000	635,000	620,000
Building Maintenance	40,000	40,000	40,000
Roads	25,000	25,000	45,000
Special Cost Allocation	85,000	85,000	85,000
Salaries and Benefits	725,000	785,000	790,000
Total Expenditures	1,991,255	1,399,330	2,445,980