

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

**FLOOD CONTROL ZONE 3 ADVISORY BOARD MEETING  
MAY 30, 2012**

**STAFF REPORT**

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**Item 1. Election of Chairperson and Vice-Chairperson**

Article VI of the Advisory Board's bylaws stipulate that officers of the Advisory Board be elected to a one-year term by a majority vote of the Advisory Board. There are two officers – chair and vice-chair. The last appointments of chair and vice-chair were made at the Advisory Board's May 26, 2010 meeting at which time Bob Burton was elected chairperson and Shawn McGhie was elected vice-chairperson.

**Recommended Action:** Elect chairperson and elect vice-chairperson.

**Item 2. Approval of Meeting Minutes: November 2, 2011**

**Recommended Action:** Approve minutes.

**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. 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 four stations. No pumps or motors are due for maintenance this year (i.e., FY 2012 – 2013). Last year Cardinal #2 was maintained and next year Crest Marin #2 and #3 are due for maintenance

Preventative maintenance at all pump stations will also take place, 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.

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### c) Sediment Removal

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

### d) Rodent (Gopher) Control

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 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.

Earlier this month the District sponsored a community workshop on gopher control at the Tamalpais Valley Community Center which provided residents with information on how best to control rodent populations on their property and also help with their migration onto levees.

## **Item 5. Project Status Report**

### a) Seminary Dr. Pump Station

A contract for construction of the project was awarded to JMB Construction of South San Francisco last summer. The awarded contract cost was \$420,970, which includes a 10% contingency. Construction started on September 2, 2011, the pump station was operational by mid-March, and a ribbon cutting ceremony with Supervisor Sears was held on April 17. Preliminary construction costs to date, including change orders, geotechnical consulting, archeological monitoring, geotechnical and landscaping is \$444,472. Staff will present an overview of the project and provide photos of construction.

### b) Southern Marin Watershed Program

#### Background

Work on the *Southern Marin Watershed Master Plan* (WMP) is presently underway. The WMP will be a guiding document for developing integrated, multi-benefit projects in Southern Marin watersheds. This effort is being drafted by County staff together with other partner agencies knowledgeable of current flood issues within the watershed.

Southern Marin's Flood Control Zones 3 and 4 presently have identified approximately \$70 million dollars in projects aimed to address various flood issues. The WMP will complete a systematic review of existing conditions, assess levels of flood protection and improvement alternatives by sub-watershed, and provide guidance for next steps. The WMP will also seek to identify multi-benefit projects that enhance habitat or public access to increase the opportunities for securing grant funding.

#### Recent Accomplishments

Work on evaluating existing watershed conditions started in late 2011. Field visits were conducted in December 2011 within the Coyote Creek watershed and in January 2012 in

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the city of Mill Valley. A series of draft maps of locations of known flooding were produced that will be reviewed during upcoming meetings with the Technical Work Group.

The County has awarded a contract to Kruse Imaging of Palo Alto, CA to reclassify and improve the Golden Gate light detection and ranging (LiDAR) (i.e., topographic) dataset that was provided to the County in 2011 in order to create an improved digital elevation model (DEM) for the Southern Marin watershed. Historically, watershed hydrology (i.e., the determination of flood flow rates) has been performed by various consultants using a variety of methods and assumptions leading to a range of flood flows that were subsequently used for hydraulic studies. The improved LiDAR based DEM will be the basis for this updated hydrology analysis of the watershed which is anticipated to be completed in Fall 2012.

### Upcoming Tasks

One of the next major tasks for the Southern Marin Watershed Program will be to update the hydrology for the watershed and update the flood flow rates used for previous and upcoming studies. Also, a draft existing studies technical memorandum is being prepared and will be reviewed by the Technical Work Group this summer. This tech memo will summarize existing information within the watershed with a focus on the status of technical studies completed by various consultants over the years. Information is posted to the Southern Marin watershed section of [www.marinwatersheds.org](http://www.marinwatersheds.org) as it becomes available.

#### c) Coyote Creek Maintenance and USACE Rehabilitation & Inspection Program Compliance

Staff continues to work with the U.S. Army Corps of Engineers (Corps) to address a list of items as required to continue the Coyote Creek Flood Control Project's (earthen levee and concrete channel) good standing in the Corps' Rehabilitation & Inspection Program (RIP). Items include, but are not limited to, updating the project's operation & maintenance manual, management of vegetation, formal Corps' acceptance of additions to the project, encroachment resolution, inspection of levee penetrations, and creation of an emergency action plan. This has been and will continue to be an ongoing effort. Good standing in the RIP is required in order for the District to be reimbursed for the cost of any repairs needed following a federally declared emergency.

The District applied for a state Department of Water Resources (DWR) Local Levee Evaluation grant last year which, if awarded, would supplement the cost of a portion of the required compliance work and expects to receive notice later this month on what amount, if any, has been awarded to the project.

#### 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 the need for sediment removal was last assessed in 2009 according to guidelines established in PWA's draft report *Middle Reach of Coyote Creek: Sediment Management and Maintenance Plan*. At that time it was determined that the accumulation of sediment in the creek had not reached the recommended threshold to initiate a sediment removal episode. Staff will reassess the need for sediment removal this summer by conducting an elevation survey of the existing creek bed and comparing those elevations to the dredging threshold elevations provided in the PWA report. If the need for sediment removal is established, staff will prepare to secure the

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necessary environmental authorizations. The preliminary estimated cost for the project is \$900K.

**Recommended Action:** recommend Zone 3 undertake a project to remove sediment from Coyote Creek.

e) Creek Restoration at Boyle Park

The Boyle Park draft project design has been completed by county Department of Public Works staff and is presently under review by the city of Mill Valley. A final design is expected this summer and will be submitted for permits from state and federal resource agencies. The project will restore habitat along an unnamed tributary to Warner Creek near the picnic area at Boyle Park. The site will be graded to reduce sediment deliver to Warner Creek and increase infiltration. Students and the community will replant the area with native plants to improve habitat and promote stewardship of the site. Construction is expected to begin in summer 2013. This project is fully funded by a \$370K EPA grant and no Zone 3 funding is required.

### **Item 6. Zone Budget for FY 2012-2013**

The Zone 3 budget for FY 2012-2013 (begins July 1, 2012 and ends June 30, 2013) is attached and will be presented to the Board of Supervisors at a hearing this summer.

**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, 8, 2012.

**FY 2012 - 2013 Budget Report  
FCZ #3 Mill Valley  
Fund 23720**

**Budget Summary**

| Account Description                     | FY 2011-12<br>Budget | FY 2011-12<br>Projected | FY 2012-13<br>Budget |
|---|----------------------|-------------------------|----------------------|
| <b>Fund Beginning Balance</b>           | <b>\$5,329,640</b>   | <b>\$5,901,382</b>      | <b>\$6,011,180</b>   |
| <b>Expenses</b>                         |                      |                         |                      |
| Salaries and Benefits                   | \$685,000            | \$770,000               | \$725,000            |
| Service and Supplies                    | \$359,000            | \$847,013               | \$1,261,255          |
| Capital Assets                          | \$5,000              | \$5,000                 | \$5,000              |
| Departmental Charges (Watershed only)   | \$0                  | \$0                     | \$0                  |
| <b>Total Expenditures</b>               | <b>\$1,049,000</b>   | <b>\$1,622,013</b>      | <b>\$1,991,255</b>   |
| <b>Revenue</b>                          |                      |                         |                      |
| Taxes                                   | \$1,330,150          | \$1,427,292             | \$1,329,150          |
| Revenues From Use of Money and Property | \$29,000             | \$29,000                | \$29,000             |
| Intergovernmental Revenues              | \$9,000              | \$9,194                 | \$9,000              |
| Miscellaneous Revenues (inc. traffic)   | \$900                | \$266,325               | \$900                |
| <b>Total Revenue</b>                    | <b>\$1,369,050</b>   | <b>\$1,731,811</b>      | <b>\$1,368,050</b>   |
| <b>Fund Ending Balance</b>              | <b>\$5,649,690</b>   | <b>\$6,011,180</b>      | <b>\$5,387,975</b>   |

**Major "Services & Supplies" Expenditures**

|   |                  |                  |                  |
|---|------------------|------------------|------------------|
| <b>Professional Services</b>                                    |                  |                  |                  |
| Coyote Creek Middle Reach Dredging - Studies                    | \$50,000         | \$0              | \$50,000         |
| Coyote Creek USACE Compliance                                   | \$0              | \$25,000         | \$25,000         |
| Seminary Dr. PS Design & CM                                     | \$0              | \$33,000         | \$0              |
| Seminary Dr. PS Archeological Monitoring                        | \$0              | \$10,000         | \$0              |
| Miscellaneous Studies   | \$50,000         | \$55,000         | \$50,000         |
| Carried Balance of Previously Committed Items                   | --               | \$24,488         | --               |
| <b>Total</b>  | <b>\$100,000</b> | <b>\$147,488</b> | <b>\$125,000</b> |
| <b>Construction</b>   |                  |                  |                  |
| Boyle Park Restoration (Grant Funded)                           | \$0              | \$0              | \$0              |
| Coyote Creek Middle Reach Dredging                              | \$0              | \$0              | \$900,000        |
| Seminary Dr. Pump Station (Building Contractor)                 | \$0              | \$420,970        | \$0              |
| <b>Total</b>  | <b>\$0</b>       | <b>\$420,970</b> | <b>\$900,000</b> |
| <b>Maintenance &amp; Repair Services - Equipment</b>            |                  |                  |                  |
| Major Pump Maintenance  | \$25,000         | \$25,000         | \$0              |
| SCADA   | \$0              | \$0              | \$0              |
| Miscellaneous   | \$22,500         | \$22,500         | \$22,600         |
| <b>Total</b>  | <b>\$47,500</b>  | <b>\$47,500</b>  | <b>\$22,600</b>  |
| <b>Maintenance &amp; Repair Services - Land &amp; Buildings</b> |                  |                  |                  |
| Rodent Abatement  | \$0              | \$15,000         | \$15,000         |
| Conservation Corps North Bay                                    | \$77,000         | \$77,000         | \$77,000         |
| Mill Valley Creek Maintenance MOU                               | \$35,000         | \$35,000         | \$35,000         |
| Miscellaneous   | \$48,600         | \$48,600         | \$31,100         |
| <b>Total</b>  | <b>\$160,600</b> | <b>\$175,600</b> | <b>\$158,100</b> |
| <b>Miscellaneous Services &amp; Supplies</b>                    | <b>\$50,900</b>  | <b>\$55,455</b>  | <b>\$55,555</b>  |