

Marin County Flood Control and Water Conservation District

FLOOD ZONE 7 ADVISORY BOARD MEETING

JULY 8, 2010

STAFF REPORT

Item 1. Approval of Meeting Minutes: April 1, 2010

Recommended Action: Approve minutes of the April 1, 2010 meeting.

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 and Preventative Maintenance Plan

This year's annual and preventative maintenance plan includes:

- a) Pump stations – Individual pumps and motors are maintained on a six year interval at each of the zone's five stations. Pumps were installed in 2004 at Pump Station No. 1 and will be inspected this year; no major maintenance is anticipated. No other maintenance is scheduled for FY 2010-2011. The next pumps/motors to be serviced are at Pump Station No. 4 (pump 1) and Pump Station No. 5 (pump 1), both in FY 2011-2012. Preventative maintenance at all pump stations will also take place, including inspection, testing, and as needed replacement of electrical and mechanical components.
- b) Intercepting drains – Plans for removing accumulated sediment at Meadow Way, La Pasada, and Sunny Oaks are being developed. Regulatory permits may be required and will be sought as necessary prior to commencing work.
- c) Vegetation – Vegetation maintenance will occur in all flood control easements.
- d) Levees – Inspection and maintenance is conducted every two years. Spot repairs were completed following last year's inspection and the next inspection will take place in late-summer / early-fall 2011. Following the inspection, repairs will be performed at select locales.
- e) Rodent eradication – Rodent eradication efforts have been underway for the last two years and are an ongoing effort. Traps are set and, following successful eradication, holes are filled with bentonite to restore the levee fill material. Residents who notice rodent activity can contact the District to have traps set on their property.

Item 4. Project Status Report

- a) Pump Station No. 2 Construction
 - Design: Plans, specifications, and cost estimates are 95% complete.

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- Environmental: The Environmental Impact Report, an Initial Study with Negative Declaration, has been filed and the process is complete. Environmental regulatory permits have been applied for.
- Funding: Funding to construct the project has not been secured.

b) Estancia Ditch Improvements

- Design: Preliminary design is complete. Plans, specifications, and cost estimates still need to be developed.
- Environmental: The Environmental Impact Report, an Initial Study with Negative Declaration, has been filed and the process is complete.
- Funding: Funding to complete the design and construct the project has not been secured.

c) Las Gallinas Creek Levee Evaluation

- Project Study: Phase I is in progress.
- Funding: Cost sharing agreement with the US Army Corps of Engineers covers Phase I only. Funding for Phase II of the project study has not been secured.

Item 5. Measure D- Election Results

On June 8, 2010 Zone 7 voters rejected Measure D (29% for and 71% against). Passage of Measure D would have raised \$3.6 million for the construction of Pump Station No. 2 and Estancia Ditch improvement projects and continuation of an evaluation of the Las Gallinas Creek Levee. These three projects were previously identified by the community as being the greatest priority. Given the defeat of Measure D, the Zone must reevaluate project priorities and expenditures in Zone 7.

Item 6. Zone Budget FY 2010-2011

The Zone 7 budget for FY 2010-2011 (begins July 1, 2010 and ends June 30, 2011) will be presented to the Board of Supervisors at a hearing scheduled for the last week of July. Administrative deadlines required that the draft budget be prepared prior to the June 8th election. That budget necessarily assumed passage of Measure D. We are providing a revised budget that reflects defeat of Measure D for your consideration.

Recommended Action: Review budget options with staff and consider a recommendation on budget adoption.

Item 7. Schedule Next Meeting

Schedule the next meeting of the Zone 7 Advisory Board.

FY 2010 - 2011 Budget Report
FCZ #7 Santa Venetia - With Special Tax
Fund 23770

Budget Summary			
Account Description	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Budget
Fund Beginning Balance⁽¹⁾	\$1,271,450	\$1,565,051	\$1,199,235
Expenses			
Salaries and Benefits	\$250,000	\$274,349	\$320,565
Service and Supplies	\$297,007	\$273,300	\$345,600
Capital Outlay	\$3,000	\$8,000	\$0
Loan Repayment	\$206,667	\$206,667	\$206,667
Total Expenditures	\$756,674	\$762,316	\$872,832
Revenue			
Taxes	\$269,900	\$380,200	\$379,900
Revenues From Use of Money and Property	\$15,000	\$15,000	\$15,000
Intergovernmental Revenues	\$1,300	\$1,300	\$1,300
Total Revenue	\$286,200	\$396,500	\$396,200
Contingencies	\$800,976	\$1,199,235	\$722,603

Major "Services & Supplies" Expenditures			
Professional Services			
Estancia Ditch Improvements Design	\$50,000	\$0	\$0
Miscellaneous Studies	\$20,000	\$18,251	\$100,000
Pump Station No. 2 Construction Management	\$30,000	\$0	\$0
Pump Station No. 2 Design ⁽²⁾	\$0	\$181,749	\$0
Total	\$100,000	\$200,000	\$100,000
Construction⁽³⁾			
Total	\$100,000	\$0	\$0
Maintenance & Repair Services - Equipment			
ALERT System Maintenance	\$1,500	\$0	\$5,000
Meadow Drive, La Pasada Interceptor Clean Out	\$0	\$0	\$100,000
Miscellaneous	\$25,000	\$5,000	\$66,500
Total	\$26,500	\$5,000	\$171,500
Maintenance & Repair Services - Land & Buildings			
MCC (Marin Conservation Corps)	\$19,800	\$19,800	\$20,000
Limited Levee Repairs	\$10,000	\$9,974	\$ -
Miscellaneous	\$10,222	\$1,226	\$22,500
Total	\$40,022	\$31,000	\$42,500
Other "Services & Supplies" Expenditures	\$30,485	\$37,300	\$31,600

Notes:

1. FY09/10 Beginning Fund Balance is greater than expected because we under estimated 08/09 revenues by about \$160,000 and carried forward \$123,000 of PS #2 design cost to 09/10 FY.
2. PS #2 - \$123,245 carried forward from FY08/09, plus \$58,504 addendum.
3. \$24,575 included as labor in FY 2009-2010 Projected.

FY 2010 - 2011 Revised Budget Report
FCZ #7 Santa Venetia - Without Special Tax
Fund 23770

Budget Summary			
Account Description	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Budget
Fund Beginning Balance⁽¹⁾	\$1,271,450	\$1,565,051	\$1,199,235
Expenses			
Salaries and Benefits	\$250,000	\$274,349	\$126,000
Service and Supplies	\$297,007	\$273,300	\$210,500
Capital Outlay	\$3,000	\$8,000	\$3,000
Loan Repayment	\$206,667	\$206,667	\$206,667
Total Expenditures	\$756,674	\$762,316	\$546,167
Revenue			
Taxes	\$269,900	\$380,200	\$379,900
Revenues From Use of Money and Property	\$15,000	\$15,000	\$15,000
Intergovernmental Revenues	\$1,300	\$1,300	\$1,300
Total Revenue	\$286,200	\$396,500	\$396,200
Contingencies	\$800,976	\$1,199,235	\$1,049,268

Major "Services & Supplies" Expenditures			
Professional Services			
Estancia Ditch Improvements Design	\$50,000	\$0	\$0
Miscellaneous Studies	\$20,000	\$18,251	\$0
Pump Station No. 2 Construction Management	\$30,000	\$0	\$0
Pump Station No. 2 Design ⁽²⁾	\$0	\$181,749	\$0
Total	\$100,000	\$200,000	\$0
Construction⁽³⁾			
Total	\$100,000	\$0	\$0
Maintenance & Repair Services - Equipment			
ALERT System Maintenance	\$1,500	\$0	\$5,000
Meadow Drive, La Pasada Interceptor Clean Out	\$0	\$0	\$100,000
Miscellaneous	\$25,000	\$5,000	\$32,000
Total	\$26,500	\$5,000	\$137,000
Maintenance & Repair Services - Land & Buildings			
MCC (Marin Conservation Corps)	\$19,800	\$19,800	\$20,000
Limited Levee Repairs	\$10,000	\$9,974	\$0
Miscellaneous	\$10,222	\$1,226	\$22,500
Total	\$40,022	\$31,000	\$42,500
Other "Services & Supplies" Expenditures	\$30,485	\$37,300	\$31,000

Notes:

1. FY09/10 Beginning Fund Balance is greater than expected because we underestimated 08/09 revenues by about \$160,000 and carried forward \$123,000 of PS #2 design cost to 09/10 FY.
2. PS #2 - \$123,245 carried forward from FY08/09, plus \$58,504 addendum.
3. \$24,575 included as labor in FY 2009-2010 Projected.

FY 2010-2011 Budget Estimate
FCZ7 Santa Venetia
Fund 23770

Account #	Account Description	FY 2010-11 Budget
5210100	Professional Services	0
5210200	Administration & Finance Services	3,500
5210500	Insurance Premiums	0
5210700	Communications Services	2,000
5210800	Utilities	12,000
5210900	Maintenance & Repair Services - Equipment	137,000
5211100	Maintenance & Repair Services - Land & B	43,000
5211200	Rent & Operating Leases	1,000
5211300	Professional Development Expense	1,000
5211400	Travel	500
5220100	Office Supplies	1,500
5220200	Maintenance & Repair Supplies - Equipment	5,000
5220300	Maint & Repair Supplies- Lnd & B	3,000
5220400	Construction	0
5220610	Oil & Gas	1,000
5200000	Service and Supplies	210,500
5420200	Retirement of Other Long-Term Debt	166,667
5420400	Interest on Other Long-Term Debt	40,000
5482050	Equip. & Mach. (Furn, Fixs & Equip) (Bud	3,000
5400000	Capital Outlay	209,667
	Flood Control Division	
	Salaries - Zone Administration	50,000
	Salaries - Creek Maintenance	5,500
	Salaries - Support (GIS, Enviromental)	5,000
	Salaries - Equipment Maintenance	20,000
	Salaries - USACE FCSA	10,000
	Other Divisions	
	Salaries - Building Maintenance	25,000
	Salaries - Other - Real Estate, Garage	2,000
	Salaries - Engineering	5,000
	Salaries - Roads	3,500
5500000	Interdepartmental Charges	126,000
9000010	Approp for Contingency # General	0
9000000	Reserves	0
	Total Expenditures	546,167