

FLOOD ZONE 9 ADVISORY BOARD MEETING
MAY 13, 2013
CENTRAL MARIN POLICE AUTHORITY COMMUNITY ROOM,
250 DOHERTY DRIVE, LARSKPUR CA 94939

STAFF REPORT

Item 1. Election of Chair and Vice-Chair for Flood Control Zone 9 Advisory Board

Action by Board: Advisory Board members will elect a Chair and Vice-Chair as required by Article VI of the Flood Zone 9 By-Laws. The term is for one year.

Item 2. Approval of meeting minutes for January 31, 2013

Action by Board: Advisory Board members will review meeting minutes from the January 31, 2013 meeting, make corrections, and approve the minutes as corrected.

Item 3. Open time for items not on the agenda

Comments will be heard for items not on the agenda.

Item 4. Community Outreach/Engagement Update

Annual Report: The Ross Valley Flood Protection and Watershed Program Annual Report for Fiscal Year 2011-2012 is now available on our website, in Room 304 at the Civic Center, and in the town/city hall kiosk areas. In this year's report, we focus on detention basins and how and why they are used.

Community Meeting – A community meeting will be held on Saturday, July 13th from 10 AM to 12 PM at Sir Francis Drake High School. The meeting topic will be detention basins.

Website and Email Notifications: We publish all of the project documents to the website such as the Annual Report, the Memorial Park Detention Basin Grant Application, and the Phoenix Lake project documents. Subscribers receive email notifications when major documents are posted or meetings scheduled.

We sent out 222 notifications to those on our postal mailing list who receive meeting notices by post to offer the option of shifting to email-only notification. We received 110 replies. Of those, 39 requested continued postal mail notifications while 71 signed up for email only notifications. Those that did not reply will be removed from our mailings as was stated on the form we sent out. We currently have 501 subscribers to our website who all receive email notifications for meetings and major web postings.

Stakeholder Meetings – Technical Work Group:

A Technical Work Group meeting was held on March 5th at the Civic Center. It was attended by about half the members. Issues discussed included program updates to the 10-Year Work Plan, four detention basin projects, bridges, creek maintenance, outreach efforts, and the Corte Madera Creek Unit 4 Project. The next meeting scheduled for summer of 2013 will go into depth on one of the detention basin projects (Phoenix Lake or Memorial Park) to explain the different elements and the cost estimates.

Item 5. Project Status Updates

Phoenix Lake Integrated Regional Water Management Retrofit Project – The grant funding agreement for the Phoenix Lake IRWM Retrofit project was approved by the District Board of Supervisors on April 16th. An agreement between MMWD and the Flood Control District to allow preliminary engineering studies to confirm feasibility is scheduled for approval on May 7th by the MMWD Board of Directors with final approval on May 21st by the District Board of Supervisors.

District staff will release a Request for Qualifications for the Phoenix Lake IRWM Retrofit project in June. The aim of the RFQ is to find a highly qualified “prime” or lead firm to take on all aspects of the project. It is expected that the prime firm will sub-contract to qualified engineering and environmental specialists for the multi-benefit project.

Memorial Park Multi-Use Detention Basin Project – The list of applicants for grants under the Proposition 1E – Round 2 has been published by the Department of Water Resources. As expected, it is a very competitive field of applicants. There are 31 applicants with projects totaling \$508 million. The applicants are seeking funding in the amount of \$210 million. There is \$92 million dollars to be awarded in this round of funding. Draft award announcement are expected in June. Awards are likely to be finalized in the fall.

Lefty Gomez Field Multi-Use Detention Basin Project – The Marin County Board of Supervisors approved the agreement with the Ross Valley School District on March 19, 2013. The school district approved the agreement in January, 2013. The agreement will allow the Flood Control District to carry out ground water level monitoring and soil sampling to develop this detention basin design to a “grant-ready” status. A subsequent agreement will be required before submitting a grant application in the future.

Loma Alta Detention Basin Project – Staff will give a presentation on the Loma Alta detention basin concept to the Marin County Parks and Open Space Commission in July, 2013. An agreement will be required between the Flood Control District and the Marin County Parks and Open Space Commission to carry out ground water level monitoring and soil sampling to develop this detention basin design to a “grant-ready” status. A subsequent agreement will be required before submitting a grant application in the future.

Creek Cleaning Program – Two creek cleaning efforts are currently under way in the Ross Valley. The first effort is being undertaken by the Ross Valley Cities and Towns with funding provided by the District. A second effort is being undertaken by volunteers within the Sleepy Hollow Community with guidance and support from the District.

The first creek cleaning effort is meant to remove vegetation and large debris in preparation for the rainy season. Staff members from the 4 towns are working together to prioritize the locations to be cleaned from a watershed perspective. The Town of San Anselmo, Town of Fairfax, and Town of Ross have made arrangements to coordinate and share town staff across jurisdictions to help accomplish creek maintenance goals. Creek walks have been carried out in each of these towns by one designated person, Gerhard Epke, along with representatives from the Cities and Towns. The City of Larkspur is in the process of arranging a similar process and intends to complete the creek walk within their jurisdiction. Once the creek walks have all been completed in Ross Valley, a list of creek cleaning sites will be identified and a meeting held by

Marin County Flood Control and Water Conservation District

the Cities and Towns to prioritize the creek cleaning items.

The second creek cleaning effort, currently a pilot project, has been initiated by the Sleepy Hollow Homeowner's Association with guidance provided by Supervisor Rice and District staff. One meeting was held on April 5th with Sleepy Hollow volunteers and District staff outlining various timelines and possible approaches. The pilot project will allow Sleepy Hollow residents to take the lead in cleaning Van Winkle Creek and Sleepy Hollow Creek along numerous private properties by securing permission from the owners.

Staff will update the Advisory Board regarding the status of the pilot project during the next Advisory Board meeting. Results from the pilot project will help guide future volunteer and public outreach efforts valley wide. District staff is working with the Ross Valley Cities and Towns to identify similar volunteer lead efforts in their jurisdictions.

Corte Madera Creek Unit 4 – US Army Corps of Engineers Project Update – A meeting was held with the San Francisco District of the Corps of Engineers on March 27, 2013 to discuss the current status of the design of the project. The SF District submitted a request to the South Pacific Division for a planning charrette in accordance with the U.S. Army Corps of Engineers new SMART (Specific, Measurable, Attainable, Risk-Informed, Timely) planning process. On May 1, 2013, we were told that the Corte Madera Creek project is one of 6 projects from the Division to be listed for participation in this process. A planning charrette could be scheduled in federal fiscal year 2014 (October 1 – September 30). This process is meant to result in a strategy and project management plan (PMP) to move forward. It will include representatives from all stakeholder departments at the Corps, including national headquarters. The SF District staff expects to recover funding in the amount of approx. \$180,000 from an unused contract to prepare a project synopsis report for the charrette. The charrette can cost up to \$100,000. County staff has offered to support this planning effort in any way it can.

Item 6. Annual Budgets

Staff will present the annual budgets. Copies are provided in the meeting package.

The Flood Control Zone 9 budget lists expenses and revenues for the Ross Valley Flood Protection and Watershed Program. The Flood Control Zone 9A budget lists expenses and revenues specifically for the USACE Corte Madera Creek Project-Unit 4.

In 2007, Ross Valley property owners elected to assess themselves a fee to partially fund the Ross Valley Flood Protection and Watershed Program. The duration of the storm drainage fee is for a total of twenty years until 2026. The average single family residence pays \$125 per year. The fee will raise approximately \$43 million over 20 years.

Action by Board: Recommend Approval of the budget

Item 7. Next Meeting Date - September 2013

FY 2013 - 2014 Budget Report

FCZ #9 Ross Valley

Fund 23781

Budget Summary

Account Description	FY 2012-13 Budget	FY 2012-13 Projected	FY 2013-14 Budget
Fund Beginning Balance	\$8,597,409	\$9,010,532	\$9,949,172
Expenses			
Salaries and Benefits	\$690,000	\$710,000	\$950,000
Service and Supplies	\$4,183,821	\$685,000	\$2,675,000
Total Expenditures	\$4,873,821	\$1,395,000	\$3,625,000
Revenue			
Taxes	\$2,307,840	\$2,309,140	\$2,309,140
Revenues From Use of Money and Property	\$23,000	\$23,000	\$23,000
Intergovernmental Revenues	\$1,000	\$1,000	\$1,000
Miscellaneous Revenues	\$0	\$500	\$500
Proposition 1E SWFM Grant - Phoenix Lake IRWM Retrofit	\$561,533	\$0	\$565,000
Total Revenue	\$2,893,373	\$2,333,640	\$2,898,640
Fund Ending Balance	\$6,616,961	\$9,949,172	\$9,222,812
Major "Services & Supplies" Expenditures			
Professional Services			
Phoenix Lake - Pre-Design Studies, Design, Permitting	\$1,123,066	\$14,150	\$1,120,000
Phoenix Lake - Baseline Water Quality Study Guages	0	\$15,000	\$10,000
Lefty Gomez Field Detention Basin	\$1,050,000	\$25,000	\$0
Memorial Park Detention Basin	\$1,138,000	\$150,000	\$0
Loma Alta Detention Basin	\$315,000	\$0	\$0
Engineering Services Task-Based Contract (3Yr-\$300k)		\$300,000	\$0
Creek Capacity Improvements - Bridge Program	\$50,000	\$0	\$10,000
Fish Passage Program	\$30,000	\$20,000	\$25,000
Surveying - Various Projects	\$10,000	\$0	\$10,000
Greenbrae Bdwk Area Road Raising Investigation	\$5,000	\$0	\$0
Real Estate Services	\$50,000	\$15,000	\$50,000
FEMA Community Rating System - Launch	\$10,000	\$0	\$0
Annual Engineers Report - Flood Fee	\$20,000	\$17,000	\$20,000
Miscellaneous Studies	\$250,000	\$0	\$1,305,000
Total	\$4,051,066	\$556,150	\$2,550,000
Maintenance & Repair Services - Equipment			
ALERT System Maintenance (Gauges and Software)	\$2,600	\$1,700	\$0
Precipitation and Stream Gauge Maintenance	\$0	\$0	\$1,700
ALERT System (Radio and Software for Gauges)	\$0	\$0	\$7,600
TV Tamalpais Creek culvert and others	\$0	\$5,000	\$0
Miscellaneous Services	\$45,000	\$8,700	\$0
Total	\$47,600	\$15,400	\$9,300
Maintenance & Repair Services - Land & Buildings			
CCNB (Conservation Corps North Bay)	\$29,000	\$29,000	\$30,100
Creek Maintenance Program	\$0	\$30,000	\$30,000
Miscellaneous	\$21,700	\$21,700	\$21,700
Total	\$50,700	\$80,700	\$81,800
Other "Service and Supplies" Expenditures	\$34,455	\$32,750	\$33,900

**FCZ #9A Ross Valley - Corte Madera
Fund 23780**

Budget Summary

Account Description	FY 2012-13 Budget	FY 2012-13 Projected	FY 2013-14 Budget
Fund Beginning Balance	\$1,121,603	\$1,159,258	\$1,084,258
Expenses			
Salaries and Benefits	\$39,000	\$39,000	\$49,000
Service and Supplies	\$44,750	\$40,000	\$470,000
Capital Outlay	\$0	\$0	\$0
Total Expenditures	\$83,750	\$79,000	\$519,000
Revenue			
Revenues From Use of Money and Property	\$4,000	\$4,000	\$4,000
Miscellaneous Revenues	\$0	\$0	\$0
Total Revenue	\$4,000	\$4,000	\$4,000
Fund Ending Balance	\$1,041,853	\$1,084,258	\$569,258

Major "Services & Supplies" Expenditures

Professional Services

Legislative Services	\$20,000	\$20,000	\$0
U.S. Army Corps of Engineers Cost Share	\$0	\$0	\$400,000
Title Company - Lands and Easements			\$50,000
Miscellaneous Studies	\$20,000	\$20,000	\$20,000
Total	\$40,000	\$40,000	\$470,000

Other Services & Supplies

\$4,750	\$0	\$0
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