

**FLOOD ZONE 9 ADVISORY BOARD MEETING**  
**JULY 15, 2014**  
**BENNETT HOUSE COMMUNITY ROOM**  
**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 March 18, 2014**

**Action by Board:** Advisory Board members will review meeting minutes from the March 18<sup>th</sup> 2014 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 (limited to three minutes per speaker).

**Item 4. Ross Valley Flood Protection and Watershed Program Update**

General

The Ross Valley Flood Protection and Watershed Program (Program) has secured or is in the process of securing approximately \$28 Million in grant funds. Any recent grant funding developments are further described within project sections below.

a) Annual Community Meeting Planning

The Annual Community Meeting is currently being planned for September or October 2014. Detention basin projects were the focus of the community meeting held last year at Sir Francis Drake High School. This year, the meeting will focus on other topics, including how all the projects work together as a system, while also providing updates to projects within the Program's 10-Year Work Plan.

b) Program Outreach

On Tuesday evening May 6, 2014, Supervisor Rice with District staff presented to the Ross Valley School District Board regarding the Ross Valley Flood Protection & Watershed Program, its current 10-Year Work Plan, and the Lefty Gomez Field and Loma Alta detention basin projects which are integral parts of the Work Plan.

On Monday evening May 19, 2014, over 50 people attended a Fairfax Community Update meeting at White Hill Middle School. An overview of the Ross Valley Flood Protection and Watershed Program was presented and the Lefty Gomez Field and Loma Alta sites in Fairfax were introduced as possible future detention basins. The presentation material can be viewed as a link from the [www.rossvalleywatershed.org](http://www.rossvalleywatershed.org) website under the heading '[Fairfax Community Meeting May 19, 2014](#)'. Community members provided feedback and comments that will be valuable in

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understanding neighbor concerns, and how to improve on providing information and outreach as exploration of using these sites as detention basins moves forward.

A Program overview presentation is being planned for the Larkspur City Council on July 16<sup>th</sup> starting at 6:00pm.

On April 21, 2014, the District released an RFP for Communications and Public Outreach Services. The main tasks outlined in the RFP included:

*Task 1.* Develop a comprehensive Communications and Outreach Plan.

*Task 2.* Update outreach materials for overall program and specific projects in the 10-year work plan. Tasks include development of a Creative Brief with messaging and a consistent “look and feel” for programmatic and project-specific communication materials, revised project fact sheets and templates, a Program briefing packet for meetings, FAQs, community meeting materials, annual report, a review and recommendations for improvement of the Program website, and graphic design services.

*Task 3.* On Call services for additional outreach and communication needs. This task will include helping to finalize or complete the Frequently Asked Questions and Answers (FAQ) document being compiled and developed throughout the program.

On May 20, 2014, the District received 7 proposals from the following firms (in alphabetical order) with each proposal providing a description and fee schedule for Ongoing Program Support Services:

- AECOM
- Barbary Coast Consulting
- CirclePoint
- Dudek
- Katz & Associates
- Kearns & West
- MIG, Inc.

District staff reviewed and scored the seven proposals based upon the screening criteria outlined in the RFP. The top four firms were interviewed during the week of June 9<sup>th</sup> by District staff and town managers from San Anselmo and Fairfax. Negotiations are currently under way with the top ranked firm, CirclePoint, with contract cost expected to be approximately \$70,000 for the first two tasks and approximately \$25,000 for the third task. Award of the contract is scheduled for July 22.

### c) Request from Board Member Hillmer for Response to Questions Raised

Responses to a subset of questions raised by a member of the public were developed as requested by Advisory Board member Hillmer. These responses will be included as part of the current July 15<sup>th</sup> 2014 meeting minutes which will be posted to the Ross Valley Watershed website as part of this Advisory Board meeting packet.

## **Item 5. Project Status Updates**

### a) Phoenix Lake IRWM Retrofit Project

*Implementing Agency: Marin County Flood Control and Water Conservation District (District)*

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*Cost Estimate: \$19,691,150 (Source –DWR Prop 1E Grant Agreement 5/8/2013)*

The Phoenix Lake Integrated Regional Water Management (IRWM) Retrofit Project involves modifying the Phoenix Lake reservoir, dam, spillway and outlet works to reduce or prevent flooding within the Ross Valley watershed during large storms while increasing waters storage capacity.

A Kickoff Meeting for geotechnical services, a feasibility study, and preliminary design services was held with URS Corporation (URS) on 4/17/2014. URS is currently preparing a Work Plan for the geotechnical field investigation which will be reviewed by the Division of Safety of Dams and implemented starting in August 2014.

Three proposals from consultant teams to provide environmental compliance services and design services to support environmental compliance were received on 3/14/2014. Interviews were held with all three consultant teams and CH2M-HILL Engineering Corporation (CH2M-HILL) was selected to perform the work. It is expected this work will be complete in October 2015. The first task is to develop an environmental compliance strategy which best serves the Phoenix Lake Project and the entire Ross Valley Flood Program.

On 4/18/2014, an update presentation was made to the Operations Committee of the Marin Municipal Water District (MMWD).

Other feasibility studies in process include the Hydrologic Study of Long-Term Yield of Phoenix Lake, the Ross Creek In-Stream Flow Study, and the Water Quality Baseline Study for both Phoenix Lake and Ross Creek. Results of these studies will be available on [www.rossvalleywatersheds.org](http://www.rossvalleywatersheds.org) this summer.

### **b) Memorial Park Dual-Use Detention Basin Project**

*Implementing agency: Town of San Anselmo*

*Cost Estimate: \$17,441,000 (Source – DWR Prop 1E Grant Application 9/20/2013)*

The Memorial Park Dual-Use Detention Basin Project will provide a new detention basin and restoration and improvement of the park recreational facilities. In April 2014, Staff submitted a Notice of Interest to the California Office of Emergency Services (CalEMA) requesting \$3 Million in FEMA Flood Mitigation Assistance (FMA) grant funding. In late May 2014, the Town was invited by CalEMA to submit a complete grant application. The Town will be completing the application with support from consultants and the District. Consultant costs to prepare the grant application are expected to range from \$70,000 to \$100,000. The full cost of the grant application will be covered by the Flood Fee.

On April 8, 2014 the Town approved a grant funding agreement with the Department of Water Resources (DWR). Fifty percent (50%) of the project cost, \$8.75 Million, will be paid by the grant funds. Staff is developing a flood fee funding agreement with San Anselmo to proceed with the first phase of work under the DWR Grant. Additional details on options will be provided at the Advisory Board meeting.

### **c) Bridge Replacements in Town of San Anselmo**

*Implementing agency: Town of San Anselmo*

*Building Bridge 2, Cost Estimate: \$3,308,000 (Source – Grant Application Proposal for FEMA*

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*Hazard Mitigation Grant Program, 6/12/14)*

*Nokomis Avenue Bridge, Cost Estimate: \$2,396,000 (Source –Town of San Anselmo)*

*Madrone Avenue Bridge, Cost Estimate: \$2,415,000 (Source –Town of San Anselmo)*

*Sycamore Avenue/Center Boulevard, Cost Estimate: \$5,817,000 (Source –Town of San Anselmo)*

### **Building Bridge 2**

Removal of Building Bridge #2, a commercial building spanning the creek in downtown San Anselmo, is identified as a Baseline Measure in the 10-Year Work Plan. California Governor's Office of Emergency Services (CalOES) has asked the Town to submit an application for FEMA FMA (Federal Emergency Management Agency - Flood Mitigation Assistance Program) funding. The Town completed and submitted the application in June with support from consultants. Consultant costs to prepare the grant application are expected to range from \$70,000 to \$100,000. A funding agreement between the Town and the District is currently being drafted to cover the full cost of the grant application with Flood Fee funds.

### **Nokomis, Madrone, Sycamore/Center Boulevard Bridge Replacements**

The replacement of the Nokomis and Madrone bridges, and the removal of the bridge at Sycamore Avenue and replacement with a new bridge at Center Boulevard are identified as Baseline Measures in the 10-Year Work Plan).

The Town of San Anselmo has received CALTRANS E-76 approval for the environmental and design phase for these projects, providing between 88.53% and 100% of project cost. Consultant contracts for these projects are currently in the final pre-award-audit process. Quincy Engineering was selected by the Town of San Anselmo to perform engineering design, environmental and right-of-way services.

#### **d) Bridge Replacement in Town of Ross**

*Implementing Agency: Town of Ross*

*Winship Avenue Bridge, Cost Estimate: \$2,420,700 (Source – Town of Ross)*

The replacement of the Winship Avenue bridge is identified as a Baseline Measure in the 10-Year Work Plan. The Town of Ross received CALTRANS E-76 approval for the environmental and design phase for the bridge replacement project providing 100% funding for the project. Consultant contracts for this project is currently in the final pre-award-audit process and must be completed before engineering design and environmental work can commence. Quincy Engineering was selected by Town of Ross to perform engineering design, environmental and right-of-way services. The Town of Ross awarded a separate contract with Moe Engineering to manage the engineering contract. Staff is currently negotiating funding agreements with the Town of Ross to cover oversight of the bridge replacement project.

#### **e) Bridge Replacement in Town of Fairfax**

*Implementing Agency: Town of Fairfax*

*Azalea Avenue Bridge, Cost Estimate: \$2,326,520 (Source – Town of Fairfax)*

The replacement of the Azalea Avenue bridge over Fairfax Creek is identified as a Baseline Measure in the 10-Year Work Plan. The Town of Fairfax has applied for 100% of the project cost to be funded through CALTRANS.

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f) Corte Madera Creek Unit 4 Project

*Implementing agency – Marin County Flood Control and Water Conservation District  
Cost Estimate – Environmental, Permitting, Design & Construction \$9,360,000 (Source – USACE),  
Right-of-way Acquisition \$4,500,000 (Source: District)*

The Corte Madera Creek Unit 4 (Unit 4) Project would improve the concrete channel and the earthen channel up to the Sir Francis Drake Boulevard bridge in Ross including removing the old wooden fish ladder that is in the creek now. This project is part of a prior U.S. Army Corps of Engineers (USACE) Flood Control Project and therefore the USACE are our partners and a potential funding source. Unit 4 is identified as a Baseline Measure in the 10-year Work Plan.

Over the last year staff has been working with the Army Corp of Engineers to improve our chances of receiving federal funding for this project. Most recently we executed a cost sharing agreement with the USACE to modify the percentage of funding provided by the District. The current agreement now stipulates that the District fund 50% of the \$2.8 Million dollar feasibility and environmental compliance phase of work.

Unfortunately the project did not receive any funding during the last round of federal budget allocations. The District has followed up with both the USACE SF District Management and our DC lobbyist to develop a strategy moving forward to get in the 2015 workplan and 2016 Budget. Supervisor Rice is planning a trip to DC in late July to meet with USACE Headquarters, Office of Management and Budget, and the Senators staff to provide information about the project and request that we be included in both the 2015 workplan and 2016 Budget. If successful, the earliest we could expect to begin working on the project would be February 2015.

In preparation for that trip, staff is working to obtain updated letters of project support from the Cities and Towns. In addition we are working to get letters from other community groups in the valley including:

- Chambers of Commerce
- Fire & Police Districts
- School Districts
- Hospitals
- Environmental Groups
- Churches and others

g) Lefty Gomez Field Dual-Use Detention Basin Project

*Implementing Agency: Marin County Flood Control and Water Conservation District  
Cost Estimate: \$6,400,000 (Source – Ross Valley Capital Improvement Plan, May, 2011)*

The Lefty Gomez Field Dual-Use Detention Basin Project could include conversion of the existing Lefty Gomez Field at White Hill Middle School to a dual use facility allowing the field to be used to detain high creek flows during infrequent, large flood events. The project also could include recreation improvements to the existing field at the site. Lefty Gomez Field Dual-Use Detention Basin Project is identified as a Baseline Measure in the 10-year Work Plan.

Lefty Gomez & Loma Alta Detention Basins are conceptually located on White Hill School and adjacent Loma Alta Open Space property and will mostly likely be constructed at the same time to

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minimize impacts and utilize fill from Lefty Gomez excavation in the Loma Alta Dam. Preliminary investigations into the feasibility of detention basins on these site are about to begin. The goal of this work is to determine if the detention basins are feasible in these locations, and to gather information and to prepare a preliminary cost estimate in order to pursue grant funds.

To kick off this process a community meeting for the Lefty Gomez and Loma Alta projects was held on May 19, 2014 in Fairfax to introduce the project concepts to all interested stakeholders and receive their input. Over 50 people attended the meeting and they asked thoughtful questions and provided constructive feedback. A copy of the power point presentation for this event is available at <http://rossvalleywatershed.org> .

The first phase of testing will take place this summer and fall when groundwater monitoring wells will be installed and soil samples collected. Work will be performed outside of school hours as much as practical to limit impacts to the school and its students.

We are currently in the process of negotiating a contract for these services. This initial work will be funded solely by Flood Zone 9 fees.

### **h) Loma Alta Detention Basin Project**

*Implementing Agency: Marin County Flood Control and Water Conservation District  
Cost Estimate: \$1,900,000 (Source – Ross Valley Capital Improvement Plan, May, 2011)*

The Loma Alta Detention Basin Project could convert a 3 acre portion of the existing Loma Alta open space area into a dual-use facility that will temporarily detain high creek flows during infrequent, large flood events. The project could also include improvements to the existing trail network at the site. Loma Alta Detention Basin Project is identified as a Baseline Measure in the 10-Year Work Plan.

Two alternate locations are under consideration for the Loma Alta Detention Basin Project. The first location is the open space area discussed above and the other location is at the northern end of White Hill Middle School. One location will be selected for preliminary investigation of feasibility. As discussed in item “g” above, a community meeting was recently held to introduce the Loma Alta and Lefty Gomez projects. The meeting was helpful to introduce to the community that some activity will be happening in both locations, and that it should be minimal, and will not disrupt the normal use of Loma Alta open space area by the community.

A permit will be required from the Marin County Parks and Open Space District to carry out soil sampling to start developing this detention basin site design to “grant-ready” status. A subsequent agreement with the Marin County Parks and Open Space District will be required before submitting a grant application for design, environmental review, and construction in the future.

### **i) Corte Madera Creek Sediment Management – Dredging**

*Implementing Agency: Marin County Flood Control and Water Conservation District  
Cost Estimate: \$6,210,000 (Source - Flood Zone 9/Ross Valley 10-Year Work Plan)*

This project will remove accumulated sediment from the lower sections of Corte Madera Creek in Kentfield, Larkspur, and Greenbrae. As we move forward in design we will consider habitat improvements and beneficial sediment reuse opportunities that complement the project. The Corte

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Madera Creek Sediment Management Project is identified as a Baseline Measure in the 10-year Work Plan.

District staff has started preliminary planning and is performing survey of the creek bottom and at discrete cross sections along the creek to estimate sediment accumulation since the last survey in 2010. The results of the survey will be used to determine the proposed timing and scope of the dredging project.

j) Summer Maintenance Program

The District continues to coordinate annual creek maintenance activities throughout the Ross Valley. Last fall the District entered into five year creek maintenance agreements (2013/2014 through 2018/2019) with each of the four Ross Valley municipalities. Last year's creek maintenance program (2013/2014) focused on physical creek cleaning efforts within Towns of Fairfax and San Anselmo where a combined twenty maintenance sites were identified for either vegetation clearing or continued monitoring. Eight maintenance sites were identified within Town of Ross, and the Town sent letters of abatement to all privately maintained sites. The City of Larkspur plans to address sediment removal sites in subsequent years with regulatory permit support by District staff.

In July municipality representatives and District staff will be discussing the upcoming 2014/2015 creek maintenance program and how best to establish focus areas and program priorities for the year.

### **Item 6. Ross Valley Local Hazard Mitigation Plan Updates**

At the last FZ9 Advisory Board meeting, staff was asked to report back on the status of the Local Hazard Mitigation Plan (LHMP) and provide information on upcoming public meetings on this topic. The County of Marin's Local Hazard Mitigation Plan (LHMP) outlines the County's hazard mitigation strategies and must be updated and approved by FEMA/CalOES every 5 years in order to remain eligible for certain types of assistance from those agencies. The County's most recent version was approved by FEMA in August 2013. Planning and outreach for the next LHMP update will begin in early 2016. Invitations and notices for public meetings will be available at that time.

The County of Marin's LHMP only pertains to unincorporated portions of the County. The Cities and Towns have their own LHMP's. Below please find a list of the LHMP approval dates for each of the Ross Valley municipalities:

<b><u>Ross Valley Municipality</u></b>	<b><u>Last LHMP Approval Date*</u></b>
Town of Fairfax	June 25 <sup>th</sup> , 2012
City of Larkspur	July 16 <sup>th</sup> , 2006 <sup>1</sup>
Town of Ross	June 25th 2012
Town of San Anselmo	March 24 <sup>th</sup> 2011

\*The LHMP should be reviewed and revised by each municipality prior to being resubmitted for approval by FEMA at least once every five years in order to continue to be eligible for FEMA hazard mitigation project grant funding

<sup>1</sup> City of Larkspur last updated their Local Hazard Mitigation Plan on July 16<sup>th</sup> 2006. City of Larkspur has just completed their updated Local Hazard Mitigation Plan and is preparing to submit it to CalEMA/FEMA with an anticipated approval and adoption timeline of about six months.

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The County of Marin Sheriff's Office of Emergency Services and each municipality within the Ross Valley develop and update each of their respective LHMP documents. For more information, please contact these agencies directly.

### **Item 7. FEMA Remapping and Community Rating System (CRS) Updates**

#### **FEMA Remapping Update**

The updated FEMA riverine Flood Insurance Rate Maps with new regulatory floodways for the Ross Valley became effective this past March 2014. The draft bay coastal maps are expected to become effective in March 2015 and were released for the 90 day public comment period terminating on September 2, 2014. These map revisions are available to view by visiting [www.r9coastal.org](http://www.r9coastal.org).

#### **FEMA CRS Update**

In February 2013, the County of Marin Department of Public Works obtained approval for the creation of a new regular hire staff position serving to implement and manage the FEMA Community Rating System (CRS) program in order to provide reduced flood insurance rates for property owners in the unincorporated area of the County.

In April 2013, the County officially requested that FEMA add Marin County unincorporated areas into the CRS. On June 3<sup>rd</sup> 2014 County staff completed a Community Assistance Visit through coordination with FEMA. At the completion of the meeting it was determined the County of Marin is a compliant flood insurance program community which is one of several necessary steps to allow the County unincorporated areas to be added to the CRS. The next step is for the County to coordinate the CRS visit with the CRS auditor which is expected to occur in the next six months. Once accepted into the CRS the County anticipates flood insurance discounts within unincorporated areas of between 5% and 10%.

Town of Ross completed their CRS audit several months ago, and the Town of San Anselmo is considering initiating efforts towards being entered into the CRS.

### **Item 8. Schedule Next Meeting**

The next Advisory Board meeting date is scheduled for September 16, 2014.