

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

**FLOOD ZONE 3 ADVISORY BOARD MEETING**

**MAY 26, 2010**

**STAFF REPORT**

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

Elections will be held to fill the positions of chairperson and vice-chairperson. The one-year terms are confirmed by a majority vote of the advisory board.

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

**Item 2. Approval of Meeting Minutes: May 28, 2009**

**Recommended Action:** Approve minutes of the May 28, 2009 meeting.

**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 and Preventative Maintenance Plan**

Staff will present this summer's annual and preventative maintenance plan, including:

- a. Scheduled pump station maintenance
- b. Creek vegetation maintenance and sediment removal
- c. Levee spot repair and rodent eradication
- d. Fire fuel reduction mowing

**Item 5. Advisory Board Agenda Request (from May 28, 2009 meeting)**

At its May 28, 2009 meeting, the Advisory Board requested that the following items be placed on the agenda:

- a. PG&E utility renovation at Bothin Marsh: Advisory Board member Elise Holland will provide an update on recently completed utility renovations at the marsh.
- b. The Redwood's culvert replacement: The City of Mill Valley consulted with Stetson Engineers to expand upon the previous study commissioned by the District and arrive at additional preliminary design concepts for the culvert. Staff will provide the Advisory Board with a copy of the City's study.

**Item 6. Project Status Report**

- a) Ryan Creek Hydraulics Study: Ryan Creek is serviced by a 20 year old stormwater pump station and several other flood control facilities, including a series of tide gates and

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a marsh which serves as a detention basin. As part of a joint effort between the City of Mill Valley and the District, Stetson Engineers conducted an engineering study of Arroyo Corte Madera del Presidio, a creek adjoining the Ryan Creek watershed. Flooding issues along the lower reach of Ryan Creek during the New Year's Eve Storm of 2005 were identified during the course of the study. Stetson Engineers' contract was limited to work in the Arroyo Corte Madera del Presidio watershed. At its April 6, 2010 meeting, the Board of Supervisors provided nearly \$39,000 to Stetson Engineers to expand their hydraulic model of the adjoining Arroyo Corte Madera del Presidio watershed, evaluate the causes of flooding at Ryan Creek, and provide recommendations for facility operation and improvements.

- b) Seminary Dr. Pump Station: The District has nearly completed the design and is close to finalizing an easement with the homeowner's association. It is anticipated that the project will be construction ready this summer. Construction is anticipated to commence either in summer 2010 or summer 2011. The FY 2009-2010 Zone 3 budget outlines \$1,500,000 for construction.
- c) Storm Drain Mapping: Last summer Department of Public Works staff initiated an effort to digitally map storm drain networks in the county. Staff will provide an overview of the effort and outline areas in Zone 3 that have either been mapped or are scheduled for mapping.

### **Item 7. Watershed Stewardship Program Update**

The existing conditions report and other planning tools are available on the Marin Watershed Program web site [www.marinwatersheds.org](http://www.marinwatersheds.org). A \$370,000 EPA grant was awarded for projects improving water quality in Richardson Bay, including restoration at Boyle Park. Grant related work should begin this summer.

The next step is to develop a Watershed Master Plan that will identify priorities for implementation and timing of construction and restoration improvements throughout the sub-watersheds of Arroyo Corte Madera del Presidio, Sutton Manor, Coyote Creek, East Creek and West Creek. The next Technical Work Group meeting to review the scope for the Master Plan is scheduled for September. The Watershed Master Plan should take approximately 18 months to prepare using consultants selected through a competitive process.

### **Item 8. Zone Budget (FY 2010-2011)**

Staff will present the Zone 3 budget for FY 2009-2010.

**Recommended Action:** Recommend Board of Supervisors approve budget.

### **Item 9. Schedule Next Meeting**

Schedule the next meeting of the Zone No. 3 Advisory Board.

**FY 2010 - 2011 Budget Report  
FCZ #3 Mill Valley  
Fund 23720**

**Budget Summary**

Account Description	FY 2009-10 Budget	FY 2009-10 Projected	FY 2010-11 Budget
<b>Fund Beginning Balance</b>	<b>\$4,293,775</b>	<b>\$4,496,722</b>	<b>\$2,961,640</b>
<b>Expenses</b>			
Salaries and Benefits	\$662,000	\$625,142	\$812,986
Service and Supplies	\$1,527,690	\$2,330,340	\$510,900
Capital Assets	\$5,000	\$8,000	\$5,000
<b>Total Expenditures</b>	<b>\$2,194,690</b>	<b>\$2,963,482</b>	<b>\$1,328,886</b>
<b>Revenue</b>			
Taxes	\$1,324,700	\$1,370,400	\$1,370,400
Revenues From Use of Money and Property	\$120,000	\$50,000	\$30,000
Intergovernmental Revenues	\$5,000	\$5,000	\$5,000
Miscellaneous Revenues	\$3,000	\$3,000	\$3,000
<b>Total Revenue</b>	<b>\$1,452,700</b>	<b>\$1,428,400</b>	<b>\$1,408,400</b>
<b>Fund Ending Balance</b>	<b>\$3,551,785</b>	<b>\$2,961,640</b>	<b>\$3,041,154</b>

**Major "Services & Supplies" Expenditures**

<b>Professional Services</b>			
Watershed Stewardship Plan	\$240,000	\$240,000	\$0
Mill Valley Creek Maintenance MOU	\$35,000	\$35,000	\$35,000
Seminary Drive Pump Station, CM	\$30,000	\$40,000	\$0
Coyote Creek Middle Reach Dredging	\$50,000	\$0	\$50,000
Ryan Creek H&H Study	\$0	\$40,000	\$0
Boyle Park Restoration	\$0	\$0	\$10,000
Miscellaneous Studies	\$80,000	\$135,000	\$80,000
<b>Total</b>	<b>\$435,000</b>	<b>\$490,000</b>	<b>\$175,000</b>
<b>Construction</b>			
Seminary Drive	\$800,000	\$1,500,000	\$0
Boyle Park Restoration	\$0	\$0	\$0
<b>Total</b>	<b>\$800,000</b>	<b>\$1,500,000</b>	<b>\$0</b>
<b>Maintenance &amp; Repair Services - Equipment</b>			
Pump Repair Service	\$57,300		\$75,000
SCADA	\$30,000		\$45,000
Miscellaneous	21,500		26,500
<b>Total</b>	<b>\$108,800</b>	<b>\$160,000</b>	<b>\$146,500</b>
<b>Maintenance &amp; Repair Services - Land &amp; Buildings</b>			
MCC (Marin Conservation Corps)	\$77,000		\$77,000
Miscellaneous	42,390		43,500
<b>Total</b>	<b>\$119,390</b>	<b>\$111,440</b>	<b>\$120,500</b>
<b>Miscellaneous Services &amp; Supplies</b>	<b>\$64,500</b>	<b>\$68,900</b>	<b>\$68,900</b>