

Marin County Flood Control and Water Conservation District

FLOOD CONTROL ZONE 7 ADVISORY BOARD MEETING

June 25, 2025

Update and Statement of Proposed Action

This Statement of Proposed Action has been prepared in lieu of meeting. According to the California Water Code, Section 68-6.2 Marin County Flood Control and Water Conservation District (District) staff submits this Statement of Proposed Action to provide any Zone 7 Advisory Board (AB) member an opportunity to provide written comment on the recommended action items outlined below within the next 30 days on or before July 24, 2025. The next meeting is September 24, 2025.

Any individual AB member may contact the Flood District at floodinquiry@marincounty.gov to discuss any items related to the zone. To comply with Brown Act requirements, all meetings of a quorum of AB members to discuss Zone business must be publicly noticed.

Item 1. Review Summary of Action Minutes: March 26, 2025

Find minutes here:

<https://flooddistrict.marincounty.gov/meetings/zone-7-advisory-board-meeting-march-26-2025/#/tab-minutes>

Minutes would be approved by the advisory board at their next meeting.

Item 2. District Staff Reports

A. Agenda Setting Procedure

A guidance document has been prepared for advisory board reference related to procedures for setting agendas for meetings:

<https://flooddistrict.marincounty.gov/documents/advisory-board-agenda-setting-procedure/>

B. Annual and Preventive Maintenance Program Update

In addition to the pre-winter activities listed below, District maintenance crews check the trash racks and pump stations before, during, and after storms.

Pump Stations – Preventive maintenance at all pump stations takes place every year and includes the inspection, testing, and as needed replacement of electrical and mechanical components. Additionally, individual pumps and motors are typically removed and serviced for major preventive maintenance on a six-year interval at each of the Zone's five stations. This work is taking place this summer for certain pumps and their motors at Stations 1, 3 and 5. The base

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contract cost for refurbishment of these pumps is \$70,000 this year, including a 10% contingency. **Actual costs exceed base contract costs significantly.**

The pump removed at Station 1 for refurbishment *last* summer was in such worn shape that it needed to be completely replaced, increasing the contract cost by \$140,000 and delaying its replacement. The pump removed from Station 1 this year requires extra work to repair totaling \$91,000. Additionally, the pumps removed from Stations 3 and 5 require \$28,000 in extra work. We also found this year that electricity costs have increased by \$5,400 so we propose increasing the baseline budget by that amount in the Utilities line item. Covering this additional \$124,400 cost requires a **budget adjustment as stated in Item 3. Business.**



Pump Station No. 1 Pump

The pump maintenance contractor returns the pumps to our stations with zinc anodes for corrosion protection. We hope this will slow down ongoing corrosion of the pumps.

After the pump at Station 5 was removed for maintenance, staff identified an issue with the engine that powers its back-up generator. Staff are currently working with contractors to get quotes for repairs.

Vegetation Maintenance – Vegetation in the ditch between Birch and Mabry will be trimmed in early fall to increase flow capacity. The ditch banks will be mowed

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in the summer for fire fuel reduction. Castro Ditch will be cleared of debris and branches trimmed as needed.

Levee Maintenance – The inner levee adjacent to homes at the Open Space preserve will be mowed by the Parks Department. Gopher control and filling of burrows in the levee is anticipated in September. Conditions of the inner levee are continually inspected throughout the winter during storms and/or high tides, when seepage is most evident.

The District is also working with additional property owners along Vendola Drive to make repairs where the timber-reinforced berm (TRB) wall materials are deteriorating. See Item 2.C for details on this effort.

C. Timber Reinforced Berm Maintenance Update

Background: A thorough inspection of the timber-reinforced berm (TRB) and levee along Vendola Drive was completed in August 2023. Based on the findings and subsequent updates, 21 parcels were identified as high priority for maintenance, with an estimated remaining lifespan of 0 to 5 years. In fall 2023, maintenance was performed on high-priority sections of 7 parcels at a contract cost of \$280,000. In fall 2024, work continued on the TRB for 3 additional parcels at a cost of \$310,000. The newly maintained sections are expected to have a useful life of 10 to 15 years. Additionally, in 2024 there was a eucalyptus tree behind 119 Vendola Drive which caused concern over potential for a wind-sail effect that could have damaged the TRB and underlying levee. For the safety of the community the tree was removed. **Because the tree displaced a part of the TRB, the TRB and portion of the underlying levee behind 119 Vendola Drive will be maintained this year.**

Update: The original estimated cost for this summer's work plan was \$120k, but the low bidder is entering into a contract with the District to complete this work for \$95k. This work will be completed utilizing cost savings available in the Fiscal Year 2024-2025 Zone 7 budget under the Maintenance and Professional Services line items, so no adjustments are being requested.

Each annual phase of TRB maintenance gets more complex and costly due to site constraints. For 2026 we preliminarily plan to work with the following property owners on maintenance, as well as initiate planning for the remaining phases of high priority TRB maintenance sites in subsequent years. Due to uncertainty in available funding, maintenance planning is subject to change.

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Expected Year	Target Parcel
2026	Pump Station #3
2026	33 Vendola Dr
2027	39 Vendola Dr
2027	603 Vendola Dr

5-year monitoring and reporting of site conditions to ensure compliance with environmental permits is being performed after the conclusion of maintenance at each work site. Permit requirements extending beyond the maintenance work timeframe include management of erosion and invasive plant species.

In addition to the maintenance work scheduled this year, the District is planning a comprehensive inspection of the levee and TRB this summer to update the conditions assessment. A report on the results of the inspection will be presented to the advisory board at the September meeting.

D. Proposed Santa Venetia Floodwall Project

For project information see the website:

<https://flooddistrict.marincounty.gov/proposed-santa-venetia-floodwall-project/>

Status: Utilizing a \$300,000 General Fund budget set aside by the Office of County Executive and Board of Supervisors, the District staff and consultant team have kicked off a process of strategizing project financing and right-of-way, updating the CEQA document, and engaging with the community. This work is expected to continue through next fiscal year. What we find during this process about project financing options will inform the project work plan for subsequent years. Details will be presented at the September 24, 2025, advisory board meeting.

Item 3. Business

As part of the new Agenda Setting Guidelines, there is a separate agenda item, referred to as “Business” that includes all actions being requested. Most of the information related to these requests is provided in the District Staff Reports. The purpose of holding off on taking actions until after all Reports are done is so the advisory board has a total picture of zone needs before taking any action. The below described action is related to **Item 2B Pump Stations**.

Statement of Proposed Action: Recommend the Board of Supervisors approve a budget adjustment in the amount of \$124,400 to cover pump repair costs beyond the normal refurbishment tasks, as well as an increase in electricity expenses for pump stations.

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Per Water Code Appendix 68-6.2, advisory board members objecting to this proposal or wanting to discuss it, have 30 days to contact floodinquiry@marincounty.gov. After July 24, the board of supervisors may proceed with this action regardless of whether comments from the advisory board are received.

Background:

- In March of 2024 the advisory board recommended a baseline budget of \$100,000 for Maintenance of Improvements. This covers routine upkeep of pump stations, levees, and ditches—but not major repairs.
- An additional \$3,058 is available from a pre-existing contract with Conservation Corps North Bay.
- The Advisory Board and Board of Supervisors in fiscal year 2025 also approved the following budget adjustments to the Maintenance line item:
 - \$243,980 for TRB maintenance
 - \$139,176 a new pump at Station 1

Budget Outlook: If this new \$124,400 adjustment is approved the **projected Zone 7 fund balance** will be:

- **\$255,615 by June 30, 2025**
- **\$149,522 by June 30, 2026**

Updated financial details will be shared at the next advisory board meeting.

Item 4. Schedule Next Meeting

The Flood Zone 7 Advisory Board adopted a regular meeting schedule on the last Wednesday of the months of March, June, and September. They also requested a regular meeting time early in December that can be canceled if there is no business need. **The next regular meeting would be September 24, 2025.** Additional special meetings may be called if an urgent need is identified and must be discussed.