

Marin County Flood Control and Water Conservation District

FLOOD CONTROL ZONE 3 ADVISORY BOARD MEETING
FEBRUARY 19, 2019

STAFF REPORT

Item 1. Election of Chairperson and Vice-Chairperson

Article VI of the Advisory Board's bylaws stipulates that officers of the Advisory Board be elected to a two-year term by a majority vote of the Advisory Board. There are two officers – chairperson and vice-chairperson.

Recommended Action: Elect Chairperson and elect Vice-Chairperson.

Item 2. Approval of Meeting Minutes: March 15, 2018

Recommended Action: Approve minutes.

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. Zone Engineer's Report

a. Coyote Creek Flood Mitigation Update

i Sediment Removal in the Concrete Channel

Last October, the District removed approximately 600 cubic yards of sediment from the concrete channel portion of Coyote Creek. The sediment is currently stockpiled at Martin's Triangle, and the District has a five year Right-To-Enter agreement with the Martins that allows the District to stockpile this sediment. The cost estimate for this project was \$200,000. Staff was able to hire a contractor to complete this work for \$69,191.

ii. USACE Coyote Creek Channel System-Wide Improvement Framework (SWIF) Update

A USACE-approved SWIF Plan ensures that USACE will pay for rehabilitation to the Coyote Creek Flood Protection Project (Project) in the event it is damaged during a federally declared disaster (USACE PL 84-99 Program). Staff is currently working with the USACE to remedy issues that USACE requires the District to address. The next step is to conduct an encroachment survey in 2019 that will identify all public and private encroachments on the original USCAE Flood Control Project. Staff is drafting the Request for Proposals for the encroachment survey. Funds for this survey are included in the 2018-19 budget, and the contract should be awarded before the end of this fiscal year.

iii. Sediment Removal in the Earthen Channels of Coyote and Nyhan Creeks

In 2017, staff worked with a consultant to conduct a Topographic and Bathymetric Survey and Hydraulic Analysis of Coyote and Nyhan Creeks (please see attached Technical Memorandum dated May 28, 2018 for results). The Technical Memorandum proposed a project to remove of approximately 2400 cubic yards of sediment from the entire earthen portion of the creeks (2050 cy from Coyote Creek and 350 cy from Nyhan Creek). This

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proposed project would create a “low flow” channel for the length of the Coyote Creek earthen channel and a portion of the Nyhan Creek channel. Staff has re-evaluated the proposal, and has the following comments and recommendations. The dredging operations for the proposed project would only remove 2400 cubic yards of sediment, yet would require a dredging contractor to mobilize dredging equipment for the entire length of the channel. For comparison, the District dredged the middle reach of Coyote Creek (State Route 1 bridge upstream to the Flamingo Road bridge) in 2003. The 2003 dredge removed approximately 12,000 cy. Staff recommends that the District not proceed with the proposed project. This recommendation is based on the potentially high cost to complete the project coupled with the low volume of sediment to be removed. Staff also recommends the District continue to monitor the creeks via a topographic and bathymetric survey and hydraulic analysis performed every three years. The last survey was conducted in 2017, and the next survey and analysis would occur in 2020.

b. Martin’s Triangle Property Donation Update

District staff and County Real Estate staff, acting on behalf of the District, have been negotiating a property donation with the owners of the Martin’s Triangle property (APN: 052-052-39). The owners are willing to donate a portion of this property, and the District desires to use this donated property for stockpiling dredge materials. The owners are also willing to donate an access easement to the property. The current status of the donation is County survey staff are going to meet onsite with the owner to determine the exact boundary of the donated lot and access easement. Once the survey work is complete, Survey and Real Estate staff will create the required documents to complete the transaction.

c. Marin City Drainage Study Update

District Staff has been working with Caltrans to finalize the draft report for Lower Marin City Drainage Study. A final report will be issued once the Caltrans and District collaboration is complete. Staff received word from the California Office of Emergency Services (CalOES), who administers the Hazard Mitigation Grant Program (HMGP) for FEMA, regarding the District’s HMGP grant application for \$1,125,000. At the 10/24/2017 AB meeting, the AB recommended a \$375,000 fund match for this grant. The project has been waitlisted by CalOES for future funding opportunities likely available through another disaster declaration. At this time, CalOES was unable to provide any timetable.

d. Bothin Marsh Restoration Update

Watershed Division staff secured Caltrans’ planning grant funding for a study that will focus on increasing resilience for the area from the intersection of State Highways 101 and 1 north to Mill Valley in Marin County. In conjunction with other complementary efforts in the area addressing sea-level rise, tidal flooding, and increasingly significant storm surge flooding, this scope of work provides a more detailed analysis on the impacts to transportation infrastructure in the area and how those are interrelated to flooding issues affecting the study-area community at large. A significant portion of this study will analyze realigning the mouth of Coyote Creek into Bothin Marsh. This realignment study will analyze potential upstream and downstream flooding the realignment might have. At the March 15, 2018 Advisory Board (AB) meeting, the AB recommended \$15,000 in matching funds for this project. These funds are available in the 2018-2019 Zone 3 Budget.

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e. Charles F. McGlashan Pathway Wetland Restoration Project Update

District staff have been partnering with Marin County Parks staff on this project. The project involves hiring a contractor to rototill the area and plant saltwater native plants. District staff negotiated a fee of \$70,000 with Hanford ARC to complete the work, and staff was poised to execute a contract with Hanford. Parks staff is working on obtaining the required permits from state and federal agencies. However, due the federal government shutdown, the U.S. Army Corps of Engineers and U.S. Fish and Wildlife Service are unable to process the permit application until the government shutdown ends. The habitat and wildlife work-window for the project closed January 31st, and it was not possible to obtain the required permits prior to this date. District and Parks staff have conferred, and it was decided to postpone this project until next September.

f. Annual and Preventive Maintenance Work Program

Pump Stations:

Individual pumps and motors are scheduled for major maintenance on a six year interval at each of the zone's pump stations. In addition to major maintenance, preventative maintenance at all pump stations also takes place every year and includes the inspection, testing, and as-needed replacement of electrical and mechanical components. Below are highlights for major pump station maintenance, both for work completed this current fiscal year, as well as work scheduled for the upcoming 2019-2020 fiscal year (FY).

For FY 2018-2019:

The following work was completed:

Preventive maintenance was performed at the Zone 3 pump stations, and:

Seminary Pump Station: Pump No. 1 was removed and serviced as part of the six-year maintenance cycle. No significant problems were found.

For FY 2019-2020:

The following work is scheduled:

Preventive maintenance at the Zone 3 pump stations, and:

Crest Marin Pump Station: Pumps No. 2 & No. 3 are scheduled to be removed and serviced for maintenance.

Seminary Pump Station: Pump No. 2 is scheduled to be removed and serviced for maintenance.

An invitation for bids to perform removal and service of pumps throughout the District, including Zone 3, will be released. Staff will prepare a recommendation to the Board of Supervisors to award a contract to the lowest qualified bidder following the receipt of bids.

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Vegetation:

Prior to the next winter season, the Conservation Corps North Bay will perform annual vegetation maintenance in Zone 3. Additionally, the District will provide for the mowing of grasses along the Coyote Creek levee system. The District also provides for ongoing creek maintenance on an as-needed basis.

Item 5. Zone 3 FY 2019-20 Budget Review

The Zone 3 budget for FY 2019-2020 (begins July 1, 2019 and ends June 30, 2020) will be presented to the Board of Supervisors at a hearing this spring. A proposed budget is in this packet, and will be presented to the AB by staff for review.

Recommended Action: Recommend Board of Supervisors approve budget.

Item 6. Updated Flood Control Zone 3 Bylaws

An update of the Flood Control Zone Bylaws was undertaken by an ad hoc committee of the District Board of Supervisors consisting of Supervisors Rice and Sears, an ad hoc committee of a selected Flood Control Zone Advisory Board (AB), District staff, and County Counsel (acting on behalf of the District). The goals were to improve consistency between the bylaws and the State Water Code, which governs the District, and to provide clarity on the types of matters referred to the Advisory Board for consultation. As a result of this process, new Flood Control Zone 3 Bylaws are attached to this staff report for the AB to review and consider recommending to the District Board of Supervisors for approval. This same effort is taking place with all other Flood Control Zones. The final step will be to present all the zones' updated bylaws to the District Board of Supervisors for approval later this year.

Recommended Action: Recommend the District Board of Supervisors approve the Updated Flood Zone 3 Bylaws.

Item 7. Consider Amending Existing Agreement with the City of Mill Valley for a Comprehensive Flood Control and Master Drainage Plan

On July 19th 2016, the District Board of Supervisors approved an agreement with the City of Mill Valley that provides Zone 3 funds for a Mill Valley Comprehensive Flood Control and Master Drainage Plan (Plan). This agreement provided \$265,000 of Zone 3 funds for the Plan. The City of Mill Valley subsequently requested \$110,000 and \$45,000 to fund the Plan, bringing the total Zone 3 funding of the Plan to \$420,000. A letter of request for an additional \$68,920 from the City of Mill Valley, dated October 26, 2018, is included in this AB meeting packet. This increased amount can be funded via the FY 2018-19 budget, and would increase the total the Zone 3 funding for the Plan to \$488,920. District staff recommends Zone 3 funds be used for the increased cost of the study.

Recommended Action: Staff recommends that the AB recommend this funding increase to the Board of Supervisors.

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Item 8. Consider Funding Agreement with the City of Mill Valley for Creek Maintenance within the Boundaries of the City of Mill Valley

The District and the City of Mill Valley currently have a multi-year funding agreement for creek maintenance that expires June 30, 2018. In your packet, please find a letter from the City of Mill Valley (dated January 23, 2019) requesting \$90,000 per year for 5 years for creek maintenance. District staff recommends this agreement.

Recommended Action: Staff recommends that the AB recommend a five-year creek maintenance agreement with the City of Mill Valley to the Board of Supervisors that provides \$90,000 per year.

Item 9. Schedule Next Meetings

At today's annual meeting, the Advisory Board and District staff shall schedule a regular meeting to be held in the 2019 calendar year. If, as the meeting date approaches, there is no business proposed to be conducted, the meeting may be canceled by District staff by noticing the Advisory Board and providing a written update on Zone activities. In addition, special meetings may be called by the District Engineer when Marin County Flood Control and Water Conservation District business needs so dictate. Special meetings may also be called at the request of the Advisory Board Chairperson.

Proposed meeting date for 2019: September 17, 2019