

*Marin County Flood Control and Water Conservation District*  
**FLOOD ZONE 6 ADVISORY BOARD MEETING**  
**MARCH 3, 2015**

**STAFF REPORT**

**Item 1. Approval of Meeting Minutes: May 29, 2013**

**Recommended Action:** Approve minutes.

**Item 2. 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 3. Elect Zone 6 Advisory Board Chairperson and Vice-chairperson**

Article VI of the Advisory Board's bylaws stipulate that officers of the Advisory Board be elected to a one-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 4. Current Activities**

**a. Yard Waste**

Last fall 300 informational flyers concerning proper leaf disposal were distributed within Zone 6. Staff will seek input from AB regarding this program.

**b. Maintenance Contract with San Rafael**

The third year for the program between the District and the City of San Rafael for Conservation Corps North Bay (CCNB) critical creek and ditch maintenance work was conducted (cost not to exceed \$6,000 per year). Maintenance work was completed from the confluence of the Gallinas Creek tributary along the SMART Rail and the lower drainage reach that parallels Merrydale Road to approximately 400-feet up stream of the Mirada Avenue crossing. Staff will ask AB for a recommendation as to whether to continue this program and/or increase available funding to \$8,000.

**c. SMART Civic Center Station**

Although there were some stormwater runoff concerns of the construction site expressed by AB members, there are no known flooding/drainage issues attributed to the Civic Center SMART station once construction is completed. Staff will continue to review for drainage issues as site plans are developed. Detailed information about the status of the station construction can be viewed at the following web address:

[www.cityofsanrafael.org/commdev-stationareaplans-home/](http://www.cityofsanrafael.org/commdev-stationareaplans-home/).

**d. Watershed Program**

Gallinas Watershed Program staff will provide an update on the program, including participation by the City of San Rafael, program schedule and deliverables, and upcoming stakeholder and community meetings. Staff and AB will review the attached proposed Gallinas Watershed Program final report draft table of contents.

**Item 5. Zone 6 Budget FY 15-16**

Staff and AB will review the proposed Zone 6 FY 15-16 budget.

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

**Recommended Action:** recommend that the Board of Supervisors approve the budget.

**Item 6. Proposed Zone By-Laws**

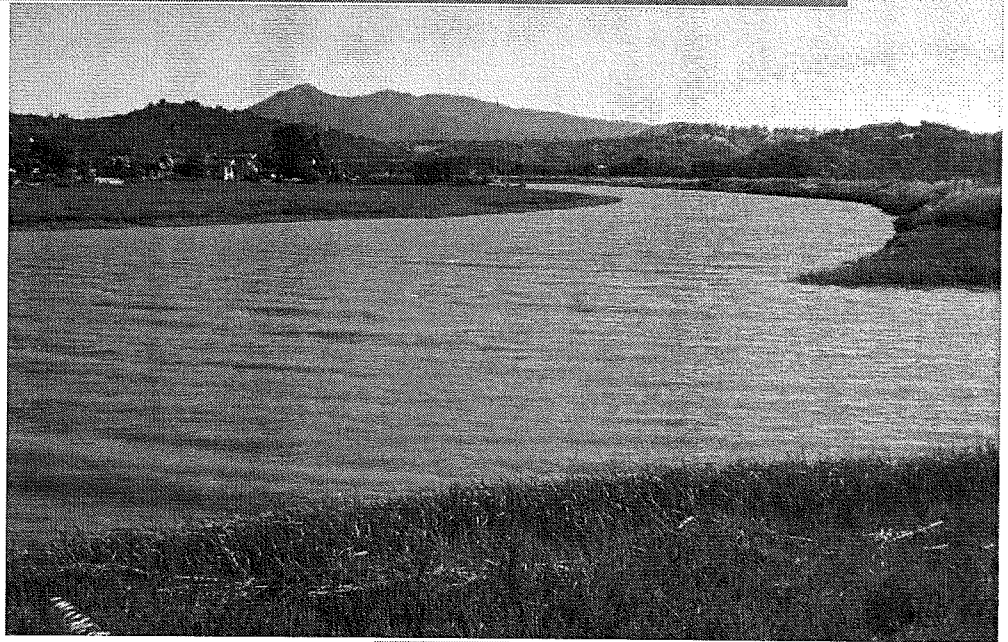
There is an effort underway to improve and make consistent the by-laws across the eight flood zones being administered by the Marin County Flood Control & Water Conservation District. Staff proposes the attached recommendations and asks for the recommendation of the Advisory Board. The final step will be approval of all the zones' by-laws by the Board of Supervisors. The version of the bylaws reviewed by the AB in 2008 is also attached for reference.

**Item 7. Schedule Next Meeting**

Schedule the next meeting of the Zone 6 Advisory Board.

**2015**

**Gallinas Watershed Program  
Final Report (DRAFT)**



**Department of Public Works**

County of Marin

1/1/2015

## TABLE OF CONTENTS

<b>1.0</b>	<b>EXECUTIVE SUMMARY .....</b>	<b>1</b>
1.1	GOALS AND OBJECTIVES .....	1
1.2	PRINCIPLES OF THE PROGRAM .....	2
1.3	SUMMARY OF FINDINGS .....	2
1.4	NEXT STEPS .....	3
<b>2.0</b>	<b>OVERVIEW OF GALLINAS WATERSHED .....</b>	<b>4</b>
2.1	WATERSHED STRUCTURE .....	5
2.2	HISTORICAL CONDITIONS .....	6
2.3	WATERSHED TODAY .....	7
2.4	BIOLOGICAL RESOURCES .....	7
2.5	TYPES OF FLOODING .....	8
2.6	CLIMATE CHANGE AND SEA LEVEL RISE .....	11
<b>3.0</b>	<b>GALLINAS WATERSHED PROGRAM .....</b>	<b>13</b>
3.1	PURPOSE .....	13
3.2	PARTNERS .....	13
3.3	FUNDING .....	15
3.4	STAKEHOLDER AND PUBLIC COMMUNICATIONS/OUTREACH .....	16
<b>4.0</b>	<b>SANTA VENETIA INTERIOR DRAINAGE STUDY .....</b>	<b>18</b>
4.1	PURPOSE AND GOALS .....	19
4.2	PUMP STATIONS .....	19
4.3	STORM DRAIN NETWORK .....	19
4.4	INCREASED ZONE MAINTENANCE/5 YEAR NEEDS ASSESSMENT .....	19
4.5	SEA LEVEL RISE .....	19
4.6	FINDINGS .....	19
4.7	OPPORTUNITIES .....	21
<b>5.0</b>	<b>LAS GALLINAS LEVEE EVALUATION (SANTA VENETIA) .....</b>	<b>22</b>
5.1	BACKGROUND ON SANTA VENETIA LEVEES .....	22
5.2	PURPOSE AND GOALS .....	23
5.3	SHEETPILE .....	23
5.4	FLOODWALL .....	23
5.5	RECONSTRUCTED FEMA-COMPLIANT LEVEE .....	23
5.6	REDWOOD BOX REPLACEMENT/IMPROVEMENTS .....	24
5.7	ASSISTANCE WITH PROJECT COSTS TO IMPROVE LEVEES .....	24
5.8	STUDY COSTS .....	25
5.9	FINDINGS .....	26
5.10	OPPORTUNITIES .....	26
<b>6.0</b>	<b>LOWER GALLINAS CREEK LEVEE NEEDS STUDY .....</b>	<b>27</b>

6.1	PURPOSE AND GOALS .....	27
6.2	FINDINGS .....	27
6.3	OPPORTUNITIES.....	27
<b>7.0</b>	<b>GALLINAS CREEK GEOMORPHIC DREDGE ASSESSMENT .....</b>	<b>28</b>
7.1	PURPOSE AND GOALS .....	28
7.2	WHAT IS A GEOMORPHIC DREDGE?.....	28
7.3	FINDINGS .....	29
7.4	OPPORTUNITIES.....	29
<b>8.0</b>	<b>MCINNIS MARSH RESTORATION FEASIBILITY STUDY.....</b>	<b>30</b>
8.1	PURPOSE AND GOALS .....	30
8.2	HYDROLOGY, HYDRAULICS, AND GEOMORPHOLOGY.....	30
8.3	BIOLOGICAL RESOURCES.....	30
8.4	RESTORATION ALTERNATIVES .....	30
8.5	FINDINGS/PREFERRED ALTERNATIVE.....	30
8.6	OPPORTUNITIES.....	30
<b>9.0</b>	<b>UPPER GALLINAS CREEK RESTORATION OPPORTUNITIES ASSESSMENT.....</b>	<b>31</b>
9.1	PURPOSE AND GOALS .....	31
9.2	FINDINGS .....	31
9.3	OPPORTUNITIES.....	31
<b>10.0</b>	<b>OPPORTUNITIES IN GALLINAS CREEK WATERSHED .....</b>	<b>32</b>
10.1	SEDIMENT RE-USE.....	32
10.2	SEDIMENT PROVISION.....	32
10.3	MITIGATION AREAS.....	32
10.4	CLIMATE CHANGE ADAPTATION.....	32
10.5	OTHERS?.....	32
<b>11.0</b>	<b>FUNDING STRATEGIES.....</b>	<b>33</b>
11.1	DEMOGRAPHICS .....	33
11.2	WATERSHED-WIDE.....	33
11.3	JURISDICTION-SPECIFIC.....	33
11.4	RECOMMENDATIONS.....	33
<b>12.0</b>	<b>CONCLUSIONS .....</b>	<b>34</b>
<b>13.0</b>	<b>REFERENCES .....</b>	<b>35</b>



**FY 2015 - 2016 Budget Report  
 FCZ #6 San Rafael Meadows  
 Fund 23760**

**Budget Summary**

Account Description	FY 2014-15 Budget	FY 2014-15 Projected	FY 2015-16 Budget
<b>Fund Beginning Balance</b>	\$411,985	\$434,584	\$435,559
<b>Expenses</b>			
Salaries and Benefits	\$8,460	\$12,460	\$8,460
Service and Supplies	\$15,300	\$15,300	\$15,300
<b>Total Expenditures</b>	<b>\$23,760</b>	<b>\$27,760</b>	<b>\$23,760</b>
<b>Revenue</b>			
Taxes	\$28,263	\$28,263	\$28,263
Revenues From Use of Money and Property	\$400	\$306	\$300
Intergovernmental Revenues	\$166	\$166	\$166
<b>Total Revenue</b>	<b>\$28,829</b>	<b>\$28,735</b>	<b>\$28,729</b>
<b>Fund Ending Balance</b>	<b>\$417,054</b>	<b>\$435,559</b>	<b>\$440,528</b>

**Major "Services & Supplies" Expenditures**

**Professional Services**

Miscellaneous Studies	\$5,000	\$5,000	\$5,000
<b>Total</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>\$5,000</b>

**Maintenance & Repair Services - Land & Buildings**

Conservation Corps North Bay	\$2,400	\$2,400	\$2,400
Agreement with City for Vegetation Mgmt	\$6,000	\$6,000	\$6,000
Miscellaneous	\$800	\$800	\$800
<b>Total</b>	<b>\$9,200</b>	<b>\$9,200</b>	<b>\$9,200</b>

<b>Miscellaneous Services and Supplies</b>	<b>\$1,100</b>	<b>\$1,100</b>	<b>\$1,100</b>
--	----------------	----------------	----------------





# Proposed Revised Bylaws

## MARIN COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

### BY-LAWS OF THE FLOOD CONTROL ZONE NO. 6 ADVISORY BOARD

#### ARTICLE I: NAME

This organization shall be called "The Marin County Flood Control and Water Conservation District (MCFC&WCD) Flood Control Zone No. 6 Advisory Board" existing by virtue of the Marin County Flood Control and Water Conservation District Act (Act), Water Code Appendix 68-6, and exercising the powers and authority and assuming the responsibilities delegated to it under said Act.

#### ARTICLE II: PURPOSE

The Flood Control Zone 6 Advisory Board shall respond to and issue a report on all matters such as annual zone budget, annual work plan or capital projects for that zone, referred to it by the Board of Supervisors of the Marin County Flood Control and Water Conservation District through the District Engineer. Said report shall be made within 30 days of receipt. The Advisory Board shall not have any authority to consider matters beyond those referred by the Board of Supervisors of the Marin County Flood Control and Water Conservation District.

#### ARTICLE III: MEMBERSHIP

The Advisory Board shall consist of five (5) members, who shall be residents of Flood Control Zone No. 6, appointed by the Board of Supervisors of Flood Control.

#### ARTICLE IV: TERM OF OFFICE

##### 1. Term of Appointment

Each member shall be appointed for a four year term. Notwithstanding said term, any member may be removed without cause at any time by a majority vote of the Board of Supervisors of the Marin County Flood Control and Water Conservation District.

##### 2. Vacancy

If a vacancy occurs, the Board of Supervisors shall appoint a new Advisory Board member to serve for the remaining duration of the



## **ARTICLE VI: OFFICERS AND DUTIES**

The officers of the Advisory Board shall be the chair and vice-chair.

### **1. Election and Term**

Officers shall be elected to a two-year term by a majority vote of the Advisory Board.

### **2. Resignations**

An officer may resign at any time upon giving written notice to the Advisory Board.

### **3. Vacancies**

Any vacancies of the chair or vice-chair shall be filled by a majority vote of the Advisory Board.

### **4. Chair**

The chair shall preside at all meetings of the Advisory Board consistent with Robert's Rules of Order. The chair shall perform such duties necessary to run meetings.

### **5. Vice-chair**

The vice-chair shall carry out the duties of the chair during her/his absence or disability, or during a vacancy in the office of the chair.

## **ARTICLE VII: BYLAWS**

These bylaws may be recommended for amendment by a majority vote of all Advisory Board Members only if said proposed amendment does not conflict with any provisions of the Marin County Flood Control and Water Conservation District Act.

No amendment to these bylaws shall take effect or be binding until said amendment(s) are approved by the Board of Supervisors.



Prior AB - approved Bylaws

**MARIN COUNTY FLOOD CONTROL AND WATER  
CONSERVATION DISTRICT  
BY-LAWS OF THE FLOOD CONTROL ZONE NO. 6 ADVISORY BOARD**

**ARTICLE I: NAME**

This organization shall be called "The Marin County Flood Control and Water Conservation District Flood Control Zone No. 6 Advisory Board." existing by virtue of the Marin County Flood Control and Water Conservation District Act (Act), Water Code Appendix 68-6, and exercising the powers and authority and assuming the responsibilities delegated to it under said Act.

**ARTICLE II: PURPOSE**

The Flood Control Zone No. 6 Advisory Board shall be consulted by the Board of Supervisors of the Marin County Flood Control and Water Conservation District (BOS) in all matters affecting Flood Control Zone No. 6.

**ARTICLE III: MEMBERSHIP**

The Advisory Board shall consist of five (5) members, who shall be residents of Flood Control Zone No. 6, appointed by the BOS.

**ARTICLE IV: TERM OF OFFICE**

**1. Term of Appointment**

Each member shall be appointed by the BOS and said appointment shall be reviewed July 1, 1985 and every four years thereafter.

**2. Vacancy**

If a vacancy occurs, the BOS shall appoint a new Advisory Board member to serve for the remaining duration of the resigning member's four-year term, at which time the appointment shall be reviewed, and then reviewed every four years thereafter.

**3. Resignation**

A resignation of an Advisory Board member shall be in writing and filed with the Clerk of the BOS.

**ARTICLE V: MEETINGS**

**1. General**

All meetings of the Advisory Board shall comply the provisions set forth in California Government Code 54950-54962, the Brown Act.

## **2. Meeting Frequency**

Meetings shall be held once a year on the second Tuesday in April. Additional meetings may be called by the chair of the Advisory Board or staff when there are specific items to discuss.

## **3. Meeting Time and Place**

Meetings shall be held at a place within the boundaries of Flood Control Zone No. 6, or at the principal office of the Marin County Flood Control and Water Conservation District.

## **4. Quorum**

Three (3) members of the Advisory Board shall constitute a quorum for the transaction of business and the adoption of action items.

## **5. Conduct of Meetings**

Proceedings of all meetings shall be governed by rules set forth by the chair of the Advisory Board.

## **6. Voting**

An affirmative vote of the majority of all the members of the Advisory Board present at the time shall be necessary to approve any action item before the Advisory Board. If requested by any member in attendance, a roll call vote must be held.

## **ARTICLE VI: OFFICERS AND DUTIES**

The officers of the Advisory Board shall be the chair and vice-chair.

### **1. Election and Term**

Officers shall be elected to a one-year term by a majority vote of the Advisory Board.

### **2. Resignations**

An officer may resign at any time upon giving written notice to the Advisory Board.

### **3. Vacancies**

Any vacancies of the chair or vice-chair shall be filled by a majority vote of the Advisory Board.

### **4. Chair**

The chair shall preside at all meetings of the Advisory Board. The chair shall exercise such other powers and perform such duties as necessary to run meetings, and to carry out the business of the Advisory Board.

### **5. Vice-Chair**

The vice-chair shall carry out the duties of the chair during her/his absence or disability, or during a vacancy in the office of the chair.

**ARTICLE VII: BYLAWS**

These bylaws may be recommended for amendment by a majority vote of all Advisory Board Members only if said proposed amendment does not conflict with any provisions of the Marin County Flood Control and Water Conservation District Act. No amendment to these bylaws shall take effect or be binding until said amendment(s) are ratified by the BOS.

