

Marin County Flood Control and Water Conservation District

FLOOD CONTROL ZONE 1 ADVISORY BOARD
FEBRUARY 27, 2023

Statement of Proposed Action

This Statement of Proposed Action has been prepared in lieu of meeting since a quorum of advisory board members did not attend the in-person meeting held on February 23, 2023. 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 1 Advisory Board (AB) member an opportunity to respond or provide written comment on the recommended action items outlined below within the next 30 days on or before March 31, 2023. The next meeting will be scheduled in fall 2023 to review preliminary alternatives for the Novato Creek Bypass Study.

Any individual AB member may contact the Flood District at floodinquiry@marincounty.org 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 Meeting Minutes and Notes: February 10, 2022 and February 23, 2023

For reference, staff reports, draft minutes and notes from these meetings can be found here: <https://marinflooddistrict.org/meetings/zone-1-advisory-board-meeting-february-10-2022/>
<https://marinflooddistrict.org/meetings/zone-1-advisory-board-meeting-february-23-2023/>

Item 2. Zone 1 FY 2023-24 Proposed Baseline Budget

The County Administrator's Office requested that the zones recommend a baseline budget for the beginning of each fiscal year that does not include major project expenses. Baseline budgets are intended to be relatively consistent year to year. Major project expenditures will require separate actions from the AB and District BOS to adjust the budget as needed. As usual, the approved budget may always be adjusted as necessary as priorities and cost estimates for projects and studies planned for this coming fiscal year are more clearly identified. The proposed Flood Zone 1 Baseline Budget for FY 2023-2024 is attached and located here: <https://marinflooddistrict.org/documents/flood-zone-1-proposed-fy-2023-24-budget/>

Except for the Simmons Slough Pump Station that was just constructed, all Zone 1's pump stations are nearing or beyond their expected design life of 50 years. The District learned in applying for a FEMA HMGP grant to upgrade Lynwood pump station, then 49 years old, that Cal OES does not fund pump station projects for which the existing facility is nearly 50 years old because it is not considered a hazard mitigation effort if it is near the end of its expected design life. Staff previously recommend setting aside \$3 million in a pump station project designation in Zone 1 which could either be used to rehabilitate the three pump stations in the zone: Lynwood (built 1968), Farmers (1990), and Cheda (1971); and/or to be used as grant matching funds to construct new pump stations at Nave Gardens and/or Scottsdale

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Marsh to be evaluated in Item 6 of the February 23, 2023 Staff Report. Additionally, based on the sediment removal projected estimates detailed in Item 7 of the February 23, 2023 Staff Report, we recommend setting aside \$4 million for a potential sediment removal project, which could occur as early as 2025. Approval of these project set asides only allows the District to save the funds, not to spend them. Therefore, a future recommendation by your board and approval by the District Board of Supervisors would be required in order to move these funds into a new project budget.

Recommended Action: *Recommend the District Board of Supervisors adopt the baseline budget along with \$7 million in project designations set aside for future pump station and sediment removal projects.*

PROPOSED Flood Zone 1 Baseline Budget FY 2023-2024

NOTE: REVENUES ARE REPRESENTED AS NEGATIVE NUMBERS AND EXPENDITURES AS POSITIVE, BUT A POSITIVE FUND BALANCE IS POSITIVE

Record No.	Description	2023 Original Budget	2023 Revised Budget*	2023 Encumbrances	2023 Available	2024 Proposed Budget	2023 Actual as of 02/15/23	2022 Actual	2021 Actual
1	Property Tax - Current Unsecured	\$ (32,000.00)	\$ (32,000.00)	\$ -	\$ 9,663.95	\$ (32,000.00)	\$ (41,663.95)	\$ (39,986.49)	\$ (39,832.61)
2	Property Tax - Current Secured	\$ (2,050,000.00)	\$ (2,050,000.00)	\$ -	\$ (777,412.94)	\$ (2,050,000.00)	\$ (1,272,587.06)	\$ (2,178,282.79)	\$ (2,099,309.89)
3	Property Tax - Current Secured - Uni	\$ (12,000.00)	\$ (12,000.00)	\$ -	\$ 2,268.08	\$ (12,000.00)	\$ (14,268.08)	\$ (25,994.23)	\$ (22,805.69)
4	Benefit Assessment	\$ (310,000.00)	\$ (310,000.00)	\$ -	\$ (137,537.05)	\$ (310,000.00)	\$ (172,462.95)	\$ (312,851.43)	\$ (312,084.32)
5	Property Tax - Prior Unsecured	\$ (1,000.00)	\$ (1,000.00)	\$ -	\$ 1,311.04	\$ (1,000.00)	\$ (2,311.04)	\$ (2,284.88)	\$ (1,192.03)
6	Supplemental Property Tax - Current	\$ (20,000.00)	\$ (20,000.00)	\$ -	\$ 28,264.98	\$ (20,000.00)	\$ (48,264.98)	\$ (79,321.83)	\$ (45,943.57)
7	Supplemental Property Tax - Current Unsecured	\$ -	\$ -	\$ -	\$ 2,914.90	\$ -	\$ (2,914.90)	\$ (1,738.18)	\$ (880.43)
8	Supplemental Property Tax - PR Redm	\$ (1,000.00)	\$ (1,000.00)	\$ -	\$ 680.23	\$ (1,000.00)	\$ (1,680.23)	\$ (1,309.17)	\$ (1,515.39)
9	Res property tax - RPTTF ABX1	\$ (50,000.00)	\$ (50,000.00)	\$ -	\$ 16,309.51	\$ (50,000.00)	\$ (66,309.51)	\$ (98,100.16)	\$ (85,633.23)
10	Hamilton RDA	\$ (20,000.00)	\$ (20,000.00)	\$ -	\$ (1,929.72)	\$ (20,000.00)	\$ (18,070.28)	\$ (31,939.40)	\$ (27,819.10)
11	Novato Downtown RDA	\$ (10,000.00)	\$ (10,000.00)	\$ -	\$ 3,361.42	\$ (10,000.00)	\$ (13,361.42)	\$ (22,093.86)	\$ (20,080.18)
12	Novato Hamilton RDA	\$ (20,000.00)	\$ (20,000.00)	\$ -	\$ 9,703.66	\$ (20,000.00)	\$ (29,703.66)	\$ (33,416.40)	\$ (27,846.24)
14	Current Educational Revenue Augmentation Fund	\$ -	\$ -	\$ -	\$ 40,838.36	\$ -	\$ (40,838.36)	\$ (55,797.22)	\$ (19,086.02)
15	Excess ERAF	\$ (325,000.00)	\$ (325,000.00)	\$ -	\$ (113,358.91)	\$ (325,000.00)	\$ (211,641.09)	\$ (407,498.32)	\$ (361,621.94)
17	Investment income - interest pooled	\$ (4,500.00)	\$ (4,500.00)	\$ -	\$ 13,905.11	\$ (4,500.00)	\$ (18,405.11)	\$ (3,672.22)	\$ (41,162.90)
18	investment income - ERAF interest	\$ -	\$ -	\$ -	\$ 17.62	\$ -	\$ (17.62)	\$ (117.51)	\$ (134.15)
19	Investment income - unrealized gains	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,123.50
20	rents and concessions from properties	\$ -	\$ -	\$ -	\$ 12,594.09	\$ -	\$ (12,594.09)	\$ (4,496.20)	\$ (12,490.81)
21	caltrans	\$ -	\$ -	\$ -	\$ 395.67	\$ -	\$ (395.67)	\$ (399.01)	\$ (397.20)
23	Homeowner Property Tax Relief	\$ (10,000.00)	\$ (10,000.00)	\$ -	\$ (5,642.04)	\$ (10,000.00)	\$ (4,357.96)	\$ (8,811.36)	\$ (8,918.05)
24	State (typically grants)	\$ -	\$ -	\$ -	\$ 195,496.40	\$ -	\$ (195,496.40)	\$ (1,382,250.00)	\$ -
26	Other Government Agencies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (129,258.00)	\$ (62,657.23)
27	Tax Collection Admin Fee	\$ 20,000.00	\$ 20,000.00	\$ -	\$ (2,716.38)	\$ 20,000.00	\$ 22,716.38	\$ 30,240.50	\$ 30,186.50
28	SB2557 Admin Fee	\$ 20,000.00	\$ 20,000.00	\$ -	\$ 5,027.19	\$ 20,000.00	\$ 14,972.81	\$ 28,659.09	\$ 30,096.00
30	Misc. Revenue	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ (2,500.00)	\$ (8,231.00)	\$ -
	Total Revenue Budget/Actuals:	\$ (2,825,500.00)	\$ (2,825,500.00)	\$ -	\$ (693,344.83)	\$ (2,825,500.00)	\$ (2,132,155.17)	\$ (4,768,950.07)	\$ (3,096,004.98)
38	Maintenance of Buildings and Improvements	\$ 560,000.00	\$ 686,684.56	\$ 151,231.82	\$ 110,112.14	\$ 560,000.00	\$ 425,340.60	\$ 324,871.95	\$ 374,736.80
40	Miscellaneous Expenses	\$ 50,000.00	\$ 50,031.25	\$ 31.25	\$ 41,087.83	\$ 50,000.00	\$ 8,912.17	\$ 25,948.44	\$ 40,919.77
44	Professional Services	\$ 75,000.00	\$ 700,726.42	\$ 497,352.30	\$ 146,230.75	\$ 75,000.00	\$ 257,143.37	\$ 416,854.96	\$ 635,274.11
44.1	<i>Budget Adjustment for Novato Bypass Study**</i>		\$ 200,000.00						
45	Construction	\$ -	\$ 415,245.96	\$ 145,633.33	\$ -	\$ -	\$ 269,612.63	\$ 522,702.12	\$ 3,958,521.15
51	Education/Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00
59	Utilities	\$ -	\$ 1,000.00	\$ -	\$ 806.78	\$ -	\$ 193.22	\$ 923.14	\$ 9,945.28
60	Utilities - Electric	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 23,212.70	\$ 40,000.00	\$ 16,787.30	\$ 5,684.39	\$ -
61	Utilities - Water	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -
	Total Services & Supplies Expenditure Budget/Actuals:	\$ 730,000.00	\$ 2,098,688.19	\$ 794,248.70	\$ 321,450.20	\$ 730,000.00	\$ 977,989.29	\$ 1,296,985.00	\$ 5,019,497.11
66	Staff Costs	\$ 887,417.00	\$ 887,417.00	\$ -	\$ 600,690.77	\$ 897,380.00	\$ 286,726.23	\$ 671,096.09	\$ 655,704.78
67	Building Maintenance Staff Costs	\$ 9,185.00	\$ 9,185.00	\$ -	\$ 9,185.00	\$ 9,185.00	\$ -	\$ 13,177.80	\$ 2,117.60
69	Vehicle Maintenance Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,270.00	\$ 3,270.00
73	Print Shop Staff Costs	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 94.50	\$ -
75	Roads Division Staff Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94,864.89
77	Indirect Cost Allocation (A87)***	\$ 214,053.00	\$ 214,053.00	\$ -	\$ 214,053.00	\$ 214,053.00	\$ -	\$ 74,164.00	\$ -
81	Judgements & Damages	\$ 99,760.00	\$ 99,760.00	\$ -	\$ 99,760.00	\$ 99,760.00	\$ -	\$ -	\$ -
	Total Labor Cost Expenditure Budget/Actuals:	\$ 1,212,415.00	\$ 1,212,415.00	\$ -	\$ 925,688.77	\$ 1,222,378.00	\$ 286,726.23	\$ 761,802.39	\$ 755,957.27

*Original budget plus encumbrances carried forward from prior fiscal years

Set aside for major sediment removal: \$ 4,000,000.00

**Per Z1 Advisory board recommended budget at December 2021 meeting

Set aside for pump stations: \$ 3,000,000.00

Available Fund Balance Actual/Projected: \$ 6,615,438.88

\$ 488,560.88

\$ 7,101,042.07

***<https://marinflooddistrict.org/california-office-of-management-and-budget-a87/>

(Actual June 30, 2022)