

FLOOD ZONE 3 ADVISORY BOARD MEETING
OCTOBER 10, 2023

Staff Report

Item 1. New Board Members

Two new board members, Potter Wickware and Steven Reel, were appointed by the Board of Supervisors in September. All Advisory Board members will be asked to briefly introduce themselves, including describing their professional backgrounds and location within the zone where they live.

Item 2. Approval of Meeting Minutes: April 11, 2023

Review April 11, 2023 minutes at this link: <https://marinflooddistrict.org/meetings/zone-3-advisory-board-meeting-april-11-2023/>

Select the “minutes” tab.

Recommended Action: Approve draft minutes of April 11, 2023

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. Receive the Engineer’s Report for Zone 3 Marin City Projects

A. Marin City Stormwater Plan

The purpose of this effort is to develop a stormwater plan for Marin City that identifies and prioritizes protection of existing homes, community assets, infrastructure, and businesses. The District is providing resources for meaningful participation by the community in the planning process. This includes hosting a series of Task Force and community meetings with staff participation at multiple meetings that are regularly held in Marin City. Since the last Advisory Board Meeting on April 11, 2023, the Project Team hosted the first Community Meeting and 2 Task Force Meetings and presented the results of engineering analyses and field investigations. In addition, Project Team members have started attending meetings that are regularly held in the community to discuss the Stormwater Planning efforts and obtain feedback.

The table below provides a summary of completed Marin City Stormwater Task Force and Community meetings, and those planned in the future. For more information on the Marin City Stormwater Plan, please see the project [website](#).

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Marin City Stormwater Plan – Meeting Summary		
<u>Marin City Stormwater Plan Meeting Schedule</u>	<u>Meeting Event</u>	<u>Description</u>
April 3, 2023 (Completed)	Task Force Meeting #1	Introductions, Task Force reviewed Existing Drainage/Flood Issue Map
Early June 2023 (Completed)	Community Meeting #1 - Kickoff to Stormwater Planning process	Schaaf & Wheeler reviewed existing conditions evaluation, held site walk, and collected additional known potential flooding related issues from residents. Interest to distinguish private ownership labels such as for Community Services District and Marin Housing Authority (shown as private on the community maps)
August 2023 (Completed)	Task Force Meeting #2 - Focused on Upper Watershed potential flood mitigation solutions	Task Force expressed interest in vegetation management in upper watershed/green infrastructure preferences, and the need for augmenting outreach through Stormwater staff/team participation in smaller Marin City community events
October 2023 (Pending)	Task Force Meeting #3 - Focused on Lower Watershed potential flood mitigation solutions	Task Force provided feedback on potential evaluation criteria and community outreach strategy
January/February 2024	Community Meeting #2	Present potential drainage improvements and flood mitigation measures
February 2024	Task Force Meeting #4	Review ranking of potential mitigation and get feedback
April 2024	Task Force Meeting #5	Review Draft Executive Summary
June 2024	Community Meeting #3	Present recommended solutions and potential funding sources

B. Marin City Stormwater Pond Infrastructure Improvements

The scope of work of this FEMA grant-funded project has changed significantly since 2020 and currently consists of an estimated \$10 million construction project to install a permanent 50 cfs stormwater pump station and a floodwall at the Pond along with drainage pipe upgrades in the shopping center. Though twice as expensive as the

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original proposed project (which did not include a pump station), the benefits of the upgraded project as currently scoped are much better for Marin City flood reduction than the original 2017 grant proposal under both current and especially future sea level rise conditions. In June 2023, FEMA approved the revised scope for Phase I final design and permitting and a new \$883,636 contract with consultant BKF was approved by the Board of Supervisors on September 19 for the pump station design (to 65% level) and environmental compliance. Up to 75% of the design cost is reimbursable by FEMA through a design grant with the rest from Zone 3 funds. Staff are working with FEMA to approve a completion date for this Phase I work at the end of 2024 or early 2025. Following design and CEQA, FEMA will complete a NEPA review prior to consideration of award for Phase II of the funding for final plans and specifications (from 65% to 100%) and construction.

District staff are working with the property owner to negotiate property access agreements. Discussions regarding maintenance responsibilities are still in progress and must be resolved before key on site investigations can occur. Given the delays in access, the costs for the proposed flood improvements are preliminary. The District and County have a legal and fiscal duty to fully understand any liabilities when using public funds. Without property owner approval, the proposed project cannot be constructed.

C. Marin City Donahue Portable Pump Station

On March 21, 2023, the District Board of Supervisors approved a \$236,296 professional services agreement, using Flood Zone 3 funds, for BKF Engineers to Design, Support Permitting and Prepare Plans and Specifications for Construction of a Portable Pumping Station at Donahue Street, adjacent to the southbound Hwy 101 offramp.

The purpose of this project is to reduce flooding duration at the intersection of Donahue and Drake by installing and operating 2 temporary trailer mounted pumps and associated piping systems for three years, after which time it is anticipated that the permanent project described in Item 4.B above can be constructed. Construction of Donahue pump station has been delayed due to lease issues with the property owner. However, in order to avoid winter flooding from stopping construction of the full project, the District is proceeding with an interim project in County right of way to construct a tie-in with the existing stormdrain system that allows for construction of the full project at a later date in the winter when the lease agreement issues are resolved. This tie-in project is anticipated to begin in later October and take one to two weeks to complete.

The remainder of the Donahue pump station project can be constructed in winter but still requires acquisition of the lease, pumps and periods of dry weather to complete.

Costs for construction and three years of operation are expected to be paid for through State funding designated by Senator McGuire through an agreement with Transportation Authority of Marin which was approved by the Board of Supervisors on September 19, 2023. Note that this temporary pump station is not funded past three years and will be discontinued at the end of the funded period.

Item 5. Crest Marin Pump Station Condition Assessment

The Crest Marin Pump Station was constructed in 1978 and is reaching the end of its expected useful life as evidenced during the last winter season when emergency pumps and maintenance crews had to staff the station around the clock for several atmospheric river events. Given the increasing maintenance needs and costs at this station, Schaaf & Wheeler was awarded a contract by the District Board of Supervisors in January 2023 to conduct the assessment of the Crest Marin Pump Station. The consultant's full evaluation of the pump station inside and out included a structural inspection of the building; mechanical equipment; electrical equipment and backup power; testing of pumps; emission testing; noise level measurements; pump testing and corrosion testing. Based on the assessments, age of equipment, and reliability of the pump station it is recommended to complete a full pump station rehabilitation in the near future. The existing pump station equipment is in operable condition; however, most of the equipment is obsolete and nearing the end of its useful life. The lack of availability of spare parts creates a significant reliability issue for the pump station. Failure of major equipment may significantly impact the pump station operation and capacity for several months. Recommended upgrades were developed for short term implementation and for full system rehabilitation.

Environmental permitting and pump station components have long lead times and require advance planning to construct. Pump station components that have long lead times typically include Control Panels (10 to 14 months), generators (10 to 12 months), and pumps (6 to 9 months). Additionally, construction of the improvements should be scheduled to be completed during the summer months to reduce the need for bypass pumping. Considering this information, the preliminary schedule provided by the consultant shows construction starting in the Spring of 2027. Short term items the District should consider completing prior to a full pump station upgrade are provided below:

1. Replace splitter plate for Pump #2
2. Anchor pump and motor equipment
3. Clean and coat discharge flap gates

The total construction cost of these short-term items is approximately \$20,000, potentially more for item 3 due to the need for confined space entry and isolation from the tides.

The construction cost estimate for a full pump station upgrade amounts to \$2.7 million. Adding to that a 20% construction contingency of \$540,000 brings the construction cost estimate to \$3,240,000. Design, construction management, permitting, and administration would add another 50% or \$1,350,000 for a total budget estimate of \$4,600,000.

The condition report from Schaaf & Wheeler additionally recommended performing a hydraulic analysis to verify desired pump station capacity and flood elevations at the site. District staff additionally recommend that a hydraulic analysis evaluate the current

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capacity of Crest Marin Creek and the storm drain system contributing to the pump station to identify potential improvements to the overall drainage system.

Recommended Action: Recommend the District Board of Supervisors award a design and environmental compliance contract for Crest Marin Pump Station Rehabilitation and potentially associated drainage improvements, with a budget no more than \$500,000.

Item 6. Annual and Preventive Maintenance Work Program

Pre-winter maintenance is wrapping up for the year. For more information on what this includes in Zone 3 see the April 11, 2023 staff report.

A. Pump Stations

i. *Regular Maintenance:*

Major preventive maintenance took place at the #2 pump at Cardinal Pump Station. It needed the standard refurbishment work, which is included in the baseline budget for Zone 3.

ii. *Repair Needs:*

The #1 motor at Cardinal burned out in May apparently because debris got tangled in the impeller due to a missing basket strainer. The motor was removed and could not be repaired so a new motor was purchased & installed at a cost of \$11,550.65. The basket strainer was also fixed and re-attached to prevent debris from entering, there was no additional cost for this. Some complications related to the controls at Cardinal were discovered so a controls engineer will be coming to assess the situation & recommend repairs in early October.

Issues with the flap gates at the outfalls of the Seminary Drive and Crest Marin Pump Stations have been identified, potentially causing pumps to run more than needed and contributing to corrosion. We will be working on getting a contract for summer 2024 to replace the flap gates at Seminary with rubber valves and blasting and coating the Crest Marin gates. Preliminary estimate for this work is \$30k, but if more than the baseline budget is needed, we will return to the advisory board when actual costs are known.

Item 7. Flood Zone 3 Investment Strategy Ad-Hoc Subcommittee Update (Written Only)

On October 12, 2021 the Flood Zone 3 Advisory Board established an ad-hoc subcommittee to discuss and recommend an investment strategy to the full Board. The subcommittee met twice in March 2022, and again in May, June, August, and September 2023. In September the subcommittee reviewed a first draft investment strategy, however due to scheduling conflicts only two of the members were able to attend and several comments were received. Staff will be revising it to incorporate these comments. We are planning to meet in October to get input from the full subcommittee. We are planning to finalize the recommendations for the full board prior to the January advisory board meeting.

Item 8. Budget Adjustment for Staff Time

There has been a significant trend in increasing staff time spent on Zone 3 projects, operations, and maintenance in recent years. In fiscal years 2020 and 2021 less than half of the staff time budget was utilized. Starting in fiscal year 2022 staff time began exceeding the budget – by more than \$50,000 the last two fiscal years. In recognition that this trend will continue, staff recommend either reducing the number of projects being worked on at once or increasing the baseline staff budget by \$60,000.

Recommended Action: Recommend the District Board of Supervisors increase the Zone 3 baseline budget for inter-departmental charges by \$60,000 to account for necessary staff time increase for priority project delivery.

Item 9. Schedule of Next Meetings

Advisory Board adopted a schedule of advisory board meetings on the second Tuesday of the months of January, April, July, and October. Special meetings can be called if needed, and regular meetings may be canceled if there is no business need.