

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

**DRAFT MINUTES OF THE  
FLOOD ZONE 3 ADVISORY BOARD MEETING  
HELD TUESDAY JANUARY 9, 2024  
AT THE CITY OF MILL VALLEY COMMUNITY CENTER**

<b><u>Advisory Board (AB) Members Present</u></b>	<b><u>District Staff Present</u></b>
Kevin Conger (KC), Vice Chairperson	Hannah Lee, Senior Civil Engineer
Terrie Green (TG)	Tracy Clay, Principal Civil Engineer
Garry Lion (GL), Chairperson	
John McCauley (JM)	
Kim Rago (KR)	<b><u>Others</u></b>
Potter Wickware (PW)	Stephanie Moulton Peters – Marin County Supervisor (District 3)
Steven Reel (SR)	

**Item 1. New Board Members and Elect Officers**

**Action by Board:** Elect GL for Chairperson and KC for Vice-Chairperson for a 2-year term.

**M/S: JM/KR, Ayes: All Present**

**Item 2. Approval of Meeting Minutes: October 10, 2023**

**Action by Board:** Approve draft minutes of October 10, 2023

**M/S: KR/KC, Ayes: GL, KC, TG, PW, KR, Nay: None, Abstain: JM, SR**

**Item 3. Open Time for Items Not on the Agenda**

See attached email from Daphne and Lyssa regarding observations and a request related to a ditch behind some properties on Cardinal Road that cannot drain when the water level in Coyote Creek is high.

Jack Krystal spoke about the impacts of tidal flooding at Manzanita and urged action to protect against sea level rise.

**Item 4. Receive the Engineer’s Report for Zone 3 Marin City Projects**

**A. Marin City Stormwater Plan**

A brief update was presented on the Marin City Stormwater Plan. See details in staff report. The following additional feedback was received at the advisory board meeting:

- The project team should present to the Marin City Community Services District Board before the planned March 9 community meeting.
- Community meetings should be in person and outside of normal working hours.
- Verify all AB members on the Marin City ad-hoc subcommittee are on the invitation list for meetings related to this plan.
- Present a more in-depth update to the AB at the April meeting.

**B. Marin City Stormwater Pond Infrastructure Improvements**

A brief update was presented on the Marin City FEMA-funded project. See details in staff report. The following feedback was received at the advisory board meeting:

- There should be public meetings in advance of CEQA release.
- Proposed location for the pump station is perceived to be an eyesore – TG requested to discuss alternative locations with staff and Supervisor Moulton-Peters.

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

- Provide website link to project page: <https://marinflooddistrict.org/marin-city-pond-flood-reduction-project/>
- A member of the public commented that the watershed could be drained out north of the pond. Staff clarified that the Stormwater Plan is looking at this (Item 4A).

### **C. Marin City Donahue Portable Pump Station**

A brief update was presented on the Marin City McGuire-funded project. See details in staff report. The following feedback was received at the advisory board meeting:

- A Caltrans community meeting is being scheduled soon regarding sea level rise.
- The pond has very little water which makes it an eyesore. The McGuire funding includes a set-aside for environmental dredging to make the pond deeper.

### **Item 5. Receive the Engineer's Report for Tam Valley Project Updates**

See staff report for update. A comment was received that the Cardinal levee is not supposed to be a public walkway so consider gating it off to pedestrians.

### **Item 6. Mill Valley Funding Requests**

See staff report for details. There was a comment that the Zone needs to find a way to increase revenue.

**Action by Board:** Recommend the District Board of Supervisors approve a funding agreement with Mill Valley in the amount of \$3,015,000 for Tidal Flooding Studie and Projects in Mill Valley, Drainage Studies, and Database Development, Arroyo Corte Madera del Presidio Drainage Improvements, and Sycamore Pump Station Replacement.

**M/S: KR/KC, Ayes: GL, KC, TG, PW, KR, SR, Nay: JM, Abstain: None**

### **Item 7. Annual and Preventive Maintenance Work Program**

See staff report for information.

### **Item 8. Flood Zone 3 Investment Strategy Ad-Hoc Subcommittee Update**

See staff report for information. Subcommittee asked to meet before the next advisory board meeting.

### **Item 9. Review Proposed Budget for FYs 2024-25 and 2025-26**

See staff report for budget proposal. AB observed that the proposed staff budget is about 50% of baseline revenues and asked the County to examine staff levels relative to zone needs. Staff responded that the staff budget appears high because baseline budgets don't include grant revenue and major project expenses. Staff costs are high over the next few years because tens of millions of dollars-worth of projects are underway, some with large grant reimbursements expected.

**Recommended Action:** Recommend the District Board of Supervisors approve the proposed Zone 3 baseline budgets (specifically the services & supplies line items shaded green in staff report) for the fiscal years from July 2024 to June 2026.

**M/S: KC/JM, Ayes: All present, Nay: None, Abstain: None**

### **Item 10. Schedule of Next Meetings**

See staff report for regular quarterly meeting schedule.

## Hannah Lee

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**From:** Daphne Stuart <daphnest@comcast.net>  
**Sent:** Tuesday, January 9, 2024 9:52 AM  
**To:** Hannah Lee; Tracy Clay; Stephanie MoultonPeters; Bene Da Silva  
**Cc:** Lyssa 🧠 Friedman; Glen Edwinson; Gareth Noonan; Javier Alarcon; Greg Ryan; Joe Martini  
**Subject:** Culvert not draining properly

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hello Tracy, Hannah and Stephanie,

I'm sorry to miss the meeting tonight. So I'm passing along information about recent observations and request your attention/action.

Gareth, Glen and I noticed that our sump pumps are cycling frequently because water from the ditch doesn't drain properly. It backs up water and drains across our properties causing unnecessary cycling and wear. It doesn't matter if it's raining. Water just remains in the ditch from prior rains and high tides. Then it drains through our properties. Please place and run a pump on the levee to drain the culvert. One with a float switch would be great.

Thank you,

Daphne and Lyssa

Sent from my iPhone