

Marin County Flood Control and Water Conservation District

Summary of Minutes

Flood Control Zone 4 Advisory Board Meeting

Tuesday, April 22, 2025

Held at Westminster Presbyterian Church

<u>Advisory Board (AB) Members Present</u>	<u>District Staff (Staff) Present</u>
Kathryn Oliver (KO) Chairperson	Judd Goodman, Senior Civil Engineer
Timothy Barteau (TB) Vice Chairperson	Tony Swan, Senior Program Coordinator
Carolyn Shadan (CS)	Tracy Clay, Principal Civil Engineer
Liza Bass (LB)	
Sheldon Dorph (SD)	<u>Others Present</u>
<u>Advisory Board (AB) Members Absent</u>	Jennifer Imbimbo, Aide to District 3 Supervisor Stephanie Moulton-Peters
None	

Call to Order: 6:33PM

Item 1. Review Agenda Setting Procedure

A guidance document is available for all District advisory board members on the website: <https://flooddistrict.marincounty.gov/documents/advisory-board-agenda-setting-procedure/>

Item 2. Summary of Action Minutes: October 22, 2024 and January 28, 2025

Action by Board: Approve October 22, 2024, Minutes with a revision to the last bullet point of Item 2 to read as follows: "Member of the public expressed concern about the impacts of saltwater on Cove Pump Station and urged that the station's discharge pipes outlet directly to the Bay."

M/S: KO/SD; **Ayes:** All; **Nayes:** None; **Abstain:** None

Action by Board: Approve January 28, 2025, Minutes

M/S: SD/KO; **Ayes:** All; **Nayes:** None; **Abstain:** None

Item 3. Open Time for Items Not on the Agenda

AB requested:

- 2025/2026 fiscal budget be placed on the agenda for the July 22, 2025 meeting.
- Clarification on the Baseline Budget FYs 2024-2026 line 22, 23 (professional service), and 30.
- Greater transparency in the budget, along with more detailed tracking of staff time and project activities.

Item 4. Restoration of East and West Creeks

A request for qualifications and proposals (RFQ/P) for design and environmental review of this project was posted online to solicit qualified consultants. The selected consultant's price came in much higher than estimated. Staff recommend having a small

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contract to pay them to do an in-depth review of available information to refine their proposal to see how much they can bring their price down.

Action by Board: Recommend a budget of up to \$20,000 for the consulting team to review available data relevant to the project and refine their proposal.

M/S: LB/SD; **Ayes:** 4; **Nayes:** 1; **Abstain:** None

AB requested:

- Staff be prepared to discuss possible reasons why the cost proposal was so much higher than estimates at the next meeting.
- Give consultants more time to prepare proposals and additional information during that period.
- Post online Staff Report about the Creek Restoration Project with the detailed information provided at the meeting and displayed on the monitor.

Item 5. Greenwood Cove Drive and Tiburon Blvd Flooding

Action by Board: Appoint Carolyn Shadan and Sheldon Dorph to ad hoc committee on Greenwood Cove Drive Flooding

M/S: CS/KO; **Ayes:** All; **Nayes:** None; **Abstain:** None

- AB asked the District if this project information is posted on the website.
- AB requested clarification on whether representatives from outside agencies can be appointed to the ad hoc committee. The District will investigate this question.

Item 6. Schedule Next Meeting

- Will be scheduled on July 22, 2025.
- Meeting adjourned at 8:10 PM.