

**DRAFT MINUTES OF THE
FLOOD CONTROL ZONE 6 ADVISORY BOARD MEETING
HELD TUESDAY, MARCH 6, 2018 AT
3501 CIVIC CENTER DRIVE, RM 304
SAN RAFAEL, CA 94903**

Board Members (AB) Present

Stuart Shepherd (SS)
Ken Dickinson (KD)
Wayne Rayburn (WR)

County Staff (Staff) Present

Hannah Lee, Associate Engineer
Bene da Silva, Engineering Assistant

Board Members Absent

Marianne Nannestad (MN)

Item 1. Election of Chairperson and Vice-Chairperson

WR nominated SS for chairperson.

Action by Board: Elect Stuart Shepherd as Chairperson for the Zone 6 Advisory Board.

M/S: WR/KD, **Ayes:** All, **Nay:** None

WR nominated KD for vice-chairperson.

Action by Board: Elect Ken Dickinson as Vice-Chairperson for the Zone 6 Advisory Board.

M/S: WR/SS, **Ayes:** All, **Nay:** None

Item 2. Approval of Meeting Minutes: May 2, 2017

Action by Board: Approve minutes as written with no amendments.

M/S: WR/SS; **Ayes:** All; **Nay:** None, **Abstain:** None

Item 3. Open Time for Items Not on the Agenda

SS inquired if SB-827 could affect Zone 6. Staff indicated the District has been approached by a developer in Zone 6 where there is a critical drainage easement. The developer was trying to find out about restrictions related to the easement, but did not described specific plans. AB was advised to contact the City Planning Department for details, but that staff would send updates if the District receives any pertinent new information. KD inquired if the District would ever approve undergrounding the drainage through the easement, but staff did not think that would likely be approved, particularly from an environmental standpoint.

Item 4. Zone Staffing Changes

Staff announced Gerhard Epke will be taking over as Zone 6 Coordinator, among many other duties, starting on March 12. He can be contacted at GEpke@marincounty.org or (415) 473-6562.

Item 5. Rain Gauge Maintenance Cost Share

See March 6, 2018 staff report for details. Staff encourages residents to check out marin.onerian.com this fall to see the newly installed gauge data. WR noted the nearby gauge would be very useful to Zone 6 given the large variations in climate he has observed over short distances. SS asked if the maintenance costs were included in the proposed budget and staff confirmed this to be the case.

Item 6. Current Activities

a. Yard Waste Disposal

SS reported that the leaves flyers seem to be making a difference in reducing leaves in the storm drains. Staff noticed another yard waste disposal issue recently – some residents were apparently throwing yard waste over their fence into drainage easements. Staff suggested replacing the section of the flyer that describes the history of Zone 6 with language regarding the importance of keeping yard waste out of the drainage easements.

b. Maintenance Contract with San Rafael

See March 6, 2018 staff report for details.

c. Pipe Rehabilitation on Corrillo Drive

See March 6, 2018 staff report for details. Staff announced that the City would be video inspecting the pipeline on March 8, and staff hope that the information they obtain through this inspection will encourage their Council to sign the cost share agreement for rehabilitation of the pipe so they can complete the work this calendar year. Until the agreement is signed, the City is not committed to a specific timeline. Staff believe costs to do trenchless rehabilitation, assuming the inspection shows this is feasible, could be significantly less than pipe replacement. If costs or other significant terms of the agreement change, an advisory board meeting may be called, or a Statement of Proposed Action sent, in order to obtain an advisory board recommendation.

d. SMART Update

See March 6, 2018 staff report for details. Staff indicated a fence had been installed adjacent to SMART right-of-way off Merrydale Road by the City, with assistance from SMART. AB and staff agreed that the City and SMART have done a good job with the path and fence along the tracks.

SS inquired about a pedestrian crossing (“Walter Place”) from Las Gallinas Ave to Los Ranchitos Rd that had some recent work done. It had previously been paved but now has a gravel surface and venting that make it less accessible. KD suggested SS contact the Las Gallinas Valley Sanitary District as it may be their facility that was constructed.

Staff announced that SMART’s contractor Hanford ARC has begun removing invasive species in the drainage-way at the end of Merrydale Rd. This is part of a larger habitat enhancement project in the area that mitigates for SMART’s environmental impact in the Gallinas Watershed.

Item 7. Zone 6 Budget FY 18-19

WR pointed out prior to the meeting that there appeared to be an error in the revenue line item. Staff confirmed that the Zone 5 revenue was mistakenly input and handed out a revised proposed budget for 2018-19, which is attached to these minutes.

SS asked why the maintenance budget was so much higher than prior year expenditures. Staff explained it appears that the City had not invoiced the District, per the prior creek maintenance agreement with the City, before the end of the prior fiscal year. Sometimes there is a delay in sending invoices. This made maintenance costs appear anomalously low – by about \$8,000. The maintenance budget also includes storm response/emergency contracts with the Conservation Corps North Bay and Forster & Kroeger, and the \$750 gauge maintenance.

Marin County Flood Control and Water Conservation District

Action by Board: Recommend the Board of Supervisors adopt the budget.

M/S: SS/WR; **Ayes:** All; **Nay:** None, **Abstain:** None

Item 7. Schedule Next Meeting

A meeting was tentatively scheduled for March 5, 2019. Another meeting will be called, or a Statement of Proposed Action will be sent, if the District has proposed revised by-laws to review with the advisory board and/or if the terms of the pipe rehabilitation agreement (see Item 6.c.) change.