

**DRAFT MINUTES OF THE
FLOOD CONTROL ZONE 6 ADVISORY BOARD MEETING
HELD TUESDAY, MAY 2, 2017 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
Jon Liang, Zone Engineer

Board Members Absent

Marianne Nannestad (MN)

Item 1. Approval of Meeting Minutes: September 13, 2016

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

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

Item 2. Open Time for Items Not on the Agenda

SS noted this past winter Flood Control Zone 6 received storm runoff from outside the Zone which flooded the area of Merrydale Road near N. San Pedro Road and Highway 101. SS was unsure whom he could contact to report potential flood problems associated with storm drain facilities just outside the zone such as this. Staff informed SS that a contact phone number is listed inside the Pick Up Leaves – Prevent Flooding flyer that the Zone sends out to its residents each fall. The contact number is (415) 485-3355, city of San Rafael.

Item 3. Rain Gauge Maintenance Cost Share

Staff presented to the Board that Las Gallinas Valley Sanitary District (LGVSD) was brought on board to cost share the on-going rain gauge maintenance. LGVSD committed to fund 50% of the \$3,000 annual estimated cost; leaving Zone 7 and Zone 6 to split the remaining \$1,500. In November 2016, Zone 7 Advisory Board approved to cost share \$750 towards the on-going maintenance; leaving only \$750 for Zone 6 to contribute.

Action by Board: Recommend Zone 6 budget \$750 toward on-going rain gauge maintenance.

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

Item 4. Illegal Dumping Adjacent to Public Storage at Merrydale Road

Staff notified City of San Rafael of AB's suggested methods to control illegal dumping at the City's tributary drainage of Las Gallinas Creek adjacent to the Public Storage at Merrydale Road. Since then, the City installed a "No Dumping" sign at that location. AB was pleased and noticed illegal dumping has decreased.

Item 5. Current Activities

a. Yard Waste Disposal

Staff presented to AB the revisions of the annual Pick Up Leaves – Prevent Flooding flyer. AB reviewed the changes and was satisfied.

b. Maintenance Contract with San Rafael

See May 2, 2017 staff report for details. KD informed staff that a section of the ditch adjacent to the Public Storage was not maintained prior to end of October 15, 2016. Staff will contact city of San Rafael to find out why.

c. Pipe Rehabilitation on Corrillo Drive

See May 2, 2017 staff report for details. City of San Rafael is obtaining quotes for replacement of an undermined storm drain pipe located underneath the Corrillo Drive cul de sac. This pipe allows storm water to drain from the street to Gallinas Creek. Staff will continue to contact the City of San Rafael and will update the AB when costs are made available to staff.

d. SMART Update

See May 2, 2017 staff report for details. Staff held a kick-off meeting with a representative from SMART and two staff members from City of San Rafael to determine ownership and maintenance responsibilities. At this time, City of San Rafael is the primary contact with SMART on temporary access to work on vegetation maintenance at a culvert north of Zone 6. Meanwhile, County is drafting a Memorandum of Understanding (MOU) covering ownership and maintenance responsibility for all three parties to review. KD recommended staff add the issue of a berm constructed by SMART at south of Los Ranchitos Rd and Las Gallinas Avenue to the MOU. The berm diverted flow of water into the direction of the adjacent homes.

e. Gallinas Watershed Program (information item)

See May 2, 2017 staff report for details. District Staff provided a written update on the Gallinas Watershed Program. The AB was advised to visit http://www.marinwatersheds.org/gallinas_creek_flood_protection.html for the recently completed Lower Gallinas Creek Sea Level Rise Vulnerability Study and Gallinas Watershed Program Final Report in order to address inquiries the AB had regarding effects of rising sea levels on the Zone.

Item 6. Zone 6 Budget FY 17-18

The AB reviewed the proposed 2017-18 Budget. See May 2, 2017 staff report for budget summary.

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

Staff informed AB that new by-laws being prepared, until then Zone 6 shall follow the previous by-laws and tentatively schedule the next meeting on March 6, 2018. In lieu of having another in-person meeting, staff recommended to send out a Statement of Proposed Action in mid-October of 2017 regarding any important updates.

Action by Board: Schedule the next meeting on March 6, 2018.

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