DRAFT MINUTES OF THE FLOOD CONTROL ZONE 4 ADVISORY BOARD MEETING HELD TUESDAY SEPTEMBER 25, 2018 AT STRAWBERRY RECREATION DISTRICT, 1ST FLOOR MEETING ROOM TIBURON, CA 94920

| Advisory Board (AB) Members Present | District Staff (Staff) Present |
|--|---|
| Robert "Bob" Rogers (RR) - Chairperson | Craig Tackabery, Chief Assistant Director |
| Kathryn Oliver (KO) – Vice Chairperson | Scott McMorrow, Assistant Engineer |
| Timothy Barteau (TB) | |
| John Leszczynski (JL) | |
| Dianne Newman (DN) | |
| | |
| Advisory Board (AB) Members Absent | |
| | |

The meeting came to order at 6:31 PM.

Item 1. Approval of Meeting Minutes: March 22, 2018

KO suggested that under Item 6 (Discussion on Potential Future Projects in Zone 4) on page 3, first sentence, that "and bank stabilization" be added after "East and West Creeks". Staff noted the change.

Action by Board: Approve minutes as amended.

M/S: BR/JL, Ayes: All, Nay: None, Abstain: None

Item 2. Open Time for Items Not on the Agenda

A member of the public (Carolyn Shadan) addressed the AB regarding the District's circa 1975 preliminary design for East Ditch and the Cove Pump Station. She also spoke about portions of Zone 4 no longer requiring FEMA flood insurance, and the 2016 Schaaf & Wheeler Cove Pumps Station evaluation. Additionally, Ms. Shadan inquired about AB member terms, and staff responded that staff would send the AB a link to the website that lists AB member terms.

Item 3. Updated Flood Control Zone 4 Bylaws

Staff presented the updated bylaws and gave a brief history of the update process. The updated bylaws provide a mechanism for the AB to be engaged in any potential or actual lawsuits that are brought against Zone 4. TB suggested a change on page 1 (Article II: Process, first paragraph, last sentence) changing the word "it" to "Advisory Board". RR suggested that once the bylaws are approved by the District Board of Supervisors, that an "adopted on" date be added to the bylaws, Staff noted the changes.

Action by Board: Recommend that the District Board of Supervisors Approve the Updated Zone 4 Bylaws as Amended

M/S: KO/TB, Ayes: All, Nay: None, Abstain: None

Item 4. Update Cove Pump Station Upgrade

Staff updated the AB on the 2017 J Calton Engineering Technical Memorandum (memo) on the Cove Stormwater Pump Station. This memo listed three potential changes to the Cove PS: install low water level float valve technology, add the back-up pump to the lead/lag pump logic, and remove the power monitor and motor thermostat from the pump logic. The District has implemented the low water level sensor. The Cove Pump Station Upgrade will have all three new pumps incorporated into the lag/lead. Staff determined not to remove the power monitor and thermostat due to the possibility of damaging a pump if these protections are not in place.

Staff updated the AB on the Cove Stormwater Pump Station Upgrade and FEMA grant application for a back-up generator grant. Please see the staff report for details. Staff also notified the AB that construction contract bids seem to be running high in our region. Because of this, the Call for Bids for the Cove Project states bids would be awarded on a base-bid basis. The base bid includes all elements of the proposed project, except that the base bid excludes the elements related to the automatic transfer switch and back-up generator. The Engineer's Estimate for the Base Bid is \$1,853,410. The total project amount authorized by the District Board of Supervisors is \$2,419,516 and includes a 10% contingency.

Item 5. East Creek and West Creek Studies

Prior to this meeting, JL asked staff to place the East and West Creek studies discussed during the December 7, 2017 AB meeting on the tonight's AB agenda. Please see staff report for details. Some discussion ensued by the AB, and staff recommended that the Zone take a watershed approach to determine the flooding/sea level rise issues the Zone faces. Staff also recommended that it would be prudent to wait on any expenditures until the Cove PS project bids are known and a new budget is presented to the AB in March 2019 in order to determine what Zone's financial reserves are. JL proposed that an AB meeting take place in December 2018. He proposed the agenda item would be to discuss implementation of a pipe he referred to as a "header" that would involve discharging the Cove PS directly into the bay, instead of the staff proposal to look at available revenues and a watershed approach in March 2019. Staff clarified that JL would be responsible for providing the technical document(s) for this discussion.

Item 6. Potential East Creek Tide Gate Evaluation

At the March 22, 2018 AB meeting, staff provided a preliminary concept for addressing tidal flooding along Greenwood Cove Drive. Please see staff report for details. Staff recommended that it would be prudent to wait on any expenditures until the Cove PS project bids are known and a new budget is presented to the AB in March 2019 in order to determine what Zone's financial reserves are.

Item 7. Sea Level Rise Ad Hoc Committee Report

The ad hoc committee had nothing to report, and indicated they are not meeting.

Item 8. Public Outreach for Advisory Board Meetings

Staff provided an overview of the public outreach process for noticing AB meetings. Please see staff report for details.

Marin County Flood Control and Water Conservation District

Item 9. Schedule Next Meeting

The AB discussed the next meeting. JL requested a meeting in early December 2018 to discuss his "header" project. Staff informed JL that JL's technical documents would need to be submitted to staff by October 15th, and JL agreed. Staff said they would consult with the Advisory Board Chairperson regarding future meetings and agenda items.

The meeting was adjourned at 8:28 PM.