

**DRAFT MINUTES OF THE
FLOOD CONTROL ZONE 9 ADVISORY BOARD MEETING
HELD WEDNESDAY, MARCH 10, 2021
VIA ZOOM**

<u>Advisory Board (AB) Members Present</u>	<u>District Staff (Staff) Present</u>
Bruce Ackerman (BA), Chairperson	Hugh Davis, Associate Civil Engineer
Ford Greene (FG)	Joanna Dixon, Associate Civil Engineer
Dan Hillmer (DH)	Hannah Lee, Senior Civil Engineer
Peter Hogg (PH)	Liz Lewis, Water Resources Manager
Sandra Guldman (SG), Vice-chairperson	Kishanna Townsend, Administrative Services Associate
Richard Gumbiner (RG)	
Chris Martin (CM)	<u>FEMA Staff Present</u>
	Michael Hornick
	Nancy Steinberger

Item 1. Officer Elections

CM nominated BA and SG respectively as chairperson and vice-chairperson.

Action by Board: Elect BA and SG respectively as chairperson and vice-chairperson.

M/S: DH/RG **Ayes:** All, **Nay:** None, **Absent:** None, **Abstain:** None

Item 2. Approval of Meeting Minutes

Action by Board: Approve meeting minutes from the December 9, 2019 meeting.

M/S: SG/FG **Ayes:** All, **Nay:** None, **Absent:** None, **Abstain:** None

Item 3. Open Time For Items Not On The Agenda

There were no public comments on items not on the Agenda.

Item 4 was moved to the end of the agenda given several members of the public as well as FEMA were in attendance for Item 5 specifically.

Item 5. San Anselmo Flood Risk Reduction Project

- In response to feedback received from AB members, meeting staff report and other materials will be emailed as PDFs to AB members directly going forward rather than just emailing links to online postings.

An update was provided on the project status. The first phase of construction of the Flood Detention and Storage (FDS) Basin was completed in 2020 for \$1.5 million and the second phase of construction to start this year is estimated to cost \$4.3 million.

FEMA noted that if extensive work takes place in the regulatory floodway, as is the case with the removal of Building Bridge 2 and Winship Bridge, there is a requirement not to increase the 100-year water surface elevation by 0.00 feet or greater, OR otherwise not affect any structures, OR that impacts to structures are mitigated (*typically by elevating them above the Base Flood Elevation*). Structures in this context are defined as having four walls, a roof and are insurable. Because FEMA does not at this time have an active remapping study in Marin at this time, FEMA's role is to support Marin in conducting the modeling and remapping.

Actions by Board: The following Zone 9 budget adjustments recommended by the advisory

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board are within the *project* budget previously reviewed by the advisory board in 2019, though they are not part of the Item 4 Proposed Fiscal Year 2021-22 Baseline Budget:

(1) Recommend the District Board of Supervisors increase appropriations in the Zone 9 miscellaneous expenses budget by up to \$600,000 for environmental compliance and/or mitigation plantings as required under project permits. The increase in appropriations will equal the amount of the final approved permits and agreements, and if additional funds are needed the advisory board will be updated in advance.

(2) Recommend the District Board of Supervisors increase appropriations in the Zone 9 professional services budget by up to \$900,000 for final design, permitting, and construction management services for the FDS basin project. The increase in appropriations will equal the amount of the final approved agreement(s), and if more is needed the advisory board will be updated in advance.

(3) Recommend the District Board of Supervisors increase appropriations in the Zone 9 construction budget by up to \$4,300,000 for construction of the FDS project. The increase in appropriations will equal the amount of the final approved agreement, and if more is needed the advisory board will be updated in advance.

M/S: SG/CM Ayes: All, Nay: None, Absent: None, Abstain: None

Action by Board: Recommend the District Board of Supervisors increase appropriations in the Zone 9 professional services budget by up to \$75,000 for floodplain modeling updates. The increase in appropriations will equal the amount of the final approved tasks, and if more is needed the advisory board will be updated in advance.

M/S: PH/SG Ayes: All, Nay: None, Absent: None, Abstain: None

Item 6. Bridge Projects Including Winship Avenue

No questions or comments were raised.

Item 7. Hillview Pump Station & Stormdrain Improvements

No questions or comments were raised.

Item 8. Corte Madera Creek Flood Risk Management Project

Action by Board: Recommend the District Board of Supervisors increase appropriations in the Zone 9 professional services budget by up to \$2,000,000 for final design, permitting, and construction management services for the CMC FRM Phase 1 project. The increase in appropriations will equal the amount of the final approved agreement(s), and if more is needed the advisory board will be updated in advance.

M/S: SG/BA Ayes: All, Nay: None, Absent: None, Abstain: None

Action by Board: Recommend the District Board of Supervisors approve the Maintenance Access Ramp project.

M/S: FG/PH Ayes: All, Nay: None, Absent: None, Abstain: None

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Item 4. Proposed Fiscal Year 2021 – 2022 Baseline Budget

This item was moved to the end of the meeting by AB. The AB unanimously decided not to recommend approval of the proposed baseline budget and requested to see the budget with expected project costs for the year. In the interim the proposed budget will be entered by March 19, 2021 in order to meet administrative deadlines (<https://www.marinwatersheds.org/sites/default/files/2021-03/Zone%209%20Proposed%20Baseline%20Budget%20FY%202021-22.pdf>).

- Following entry of the baseline budget and today's recommended adjustments in Items 5 and 8 into the accounting system, a budget report will be posted on marinwatersheds.org and a PDF report emailed to advisory board members.
- Baseline budget reports for AB should include a column with clearer line item descriptions and a footnote to specify that baseline budgets do not include project costs.

Item 9. Next Meeting

Staff anticipate scheduling special meetings around project bid opening dates and when floodplain modeling results are available. Budget and cashflow updates, including project actuals and estimates will be provided at those meetings.