

**DRAFT MINUTES OF  
THE FLOOD CONTROL ZONE SIX ADVISORY BOARD MEETING  
HELD THURSDAY, JANUARY 24, 2008,  
IN ROOM 304, MARIN COUNTY CIVIC CENTER  
3501 CIVIC CENTER DRIVE, SAN RAFAEL**

**Board Members Present**

Stuart Shepherd  
Jay Morse  
Dean Bullock  
Ben Petrini

**County Staff Present**

Tracy Clay  
John Wooley

**Board Members Absent**

Carl Tregner

**Agenda Item 1: Open Time for Items not on the Agenda**

No off agenda items were raised.

**Agenda Item 2: Adoption of Zone By-Laws**

Staff presented Zone 6 By-Laws.

*M/S – SS/DB: To recommend adoption of the By-Laws as developed by the Board of Supervisors with the request that the Second Thursday in April be set as the annual meeting date.*

***Ayes: All***

**Agenda Item 3: Report on Zone Activities**

**Green Can Program:** Staff reported that they had arranged for extra Green Can pick-ups for the months of November and December in the Zone and that a letter was sent to all Zone residents announcing this program and encouraging residents to make use thereof in lieu of raking their yard leaves and litter into the street. The total cost of the program was \$1,536.93 and 9.25 tons of yard waste were picked up. Stuart Shepherd reported that it appeared the program had been very effective but thought it would be better to extend it through January. The consensus of the Board was to consider doing the program again next Fall.

**Questionnaire Response:** Staff reported that a questionnaire was sent to all Zone residents asking about any drainage problems. A total of 434 questionnaires were mailed and 87 were returned which is 20%, a remarkable return rate. Most respondents did not list any problems but there were three problems that did get mentioned by several: the birdbath at the Las Flores - Mirada intersection, the creek adjacent to the railroad, and the creek between El Prado and Mirada.

**Meeting with City DPW:** Staff reported that they had met with staff from the San Rafael DPW to discuss issues, problems and possible joint efforts. City staff reported that there are few drainage problems in the Zone and they rarely receive calls in that regard from Zone residents. As with the questionnaire responses, vegetation management in the creek between El Prado and Mirada was identified as a possible Zone activity.

**These were informational items only. No actions required.**

**Agenda Item 4: Future Zone Activities and Projects**

After discussion of several possible actions the Board requested staff meet with staff from the City of San Rafael to discuss the following ideas:

- Joint projects to eliminate birdbaths at the intersections of Las Flores & Mirada, Las Flores & El Prado, and Las Flores & Corrillo.
- The Zone funding a vegetation management program for the creek between El Prado and Mirada to be carried out by the Marin Conservation Corps (MCCs). The City would contract with the MCCs to carry out the work and the Zone would reimburse the City for the cost thereof.
- The Zone funding the video inspection of the underground drainage systems in the vicinity of the 101 off-ramp, McDonalds and A&W because they have not been inspected in many years and, while they are still functioning, their condition is unknown. The City would contract with a pipeline video company and the Zone would reimburse the City for the cost thereof.
- Joint projects to repair or replace the gates and fences at the ends of the City's drainage easements.

The Board also requested staff to carry out a thorough inspection of the creek between El Prado and Mirada next summer and to report back to the Board on the condition thereof.

The Board agreed to participate in the development of the Watershed Management Plan for the Las Gallinas Watershed and Stuart Shepherd volunteered to act as the Zone's representative. Staff estimated the Zone's financial contribution would be \$5,000 but would report back to the Board at its annual April meeting at which time the Board could make a final decision in that regard.

**Agenda Item 5: Video on Advisory Board Legal Requirements**

The Advisory Board viewed a short video on the legal requirements of County policies, the Public Records Act, and the Brown Act relating to meetings and actions of Commissions, Boards, and Committees. After viewing the video, Board members Stuart Shepherd, Jay Morse and Dean Bullock signed an acknowledgement form stating they had done so. Board member Ben Petrini left prior to the video.