

Marin County Flood Control and Water Conservation District

**DRAFT MINUTES OF THE
FLOOD CONTROL ZONE 7 ADVISORY BOARD MEETING
HELD WEDNESDAY, NOVEMBER 16, 2016
IN THE KURLAND LOUNGE AT THE OSHER MARIN JEWISH COMMUNITY CENTER
200 N. SAN PEDRO ROAD, SAN RAFAEL**

Advisory Board (AB) Members Present

Michael Perani (MP), Chairperson
Jeffrey Krupnick (JK)
Jacqueline Garcia (JG)
Russ Greenfield (RG)

District Staff (Staff) Present

Tony Williams, Principal Engineer
Laurie Williams, Senior Planner
Jon Liang, Junior Engineer

Advisory Board (AB) Members Absent

Evan Marks (EM)

Item 1. Approval of Meeting Minutes: April 20, 2016

Action by Board: Approve minutes as written with no amendments.
M/S: MP/JG **Ayes:** FOUR, **Nay:** NONE

Item 2. Open Time for Items Not on the Agenda

MP will not reapply to be on the AB. This marks his last meeting.

Laurie Williams announced that Marin County's Community Rating System (CRS) Program has produced a brochure called Winter is Coming that has tips and recommendations for reducing flood risk before, during, and after storms. These brochures were mailed to residents in unincorporated Marin County who are also within FEMA's Special Flood Hazard Area. Additional copies of the brochure are available at: <http://www.marincounty.org/~media/files/departments/pw/land-use/fema/2016-winter-is-coming.pdf>.

Item 3. Zone Engineer's Report

The Zone Engineer reported on the following items as summarized in the 11/16/16 staff report.

a. **Pump Station No. 2 Generator Update**

Staff reported the completion of installing the automatic transfer switch, and upgrades to the wooden platform at the existing automatic transfer switch. The cost to extend the fence is depending on the result of the LGVSD's Board approval for a cost sharing. RG informed AB and Staff that the cost sharing agreement with LGVSD was brought up in the LGVSD Board meeting. The result is pending.

b. **Estancia Way Automatic Portable Pump Cover**

Staff reported the completion of installing the Estancia Way Automatic Portable Pump Cover.

Marin County Flood Control and Water Conservation District

c. Sunny Oak Interceptor Repair

Staff reported the installation of a new gasket and bolt down cover for the Storm Drain Manhole at the Sunny Oak Interceptor. RG asked staff where the tidal water would come to the surface if the manhole cover fully blocks the flow. Staff will report back at the next meeting.

d. Meadow Drive Tide Gate

Staff reported that ponding water was observed leaking through the tide gate during high tide and a possible solution is to install a check valve that would cost \$5,100. Staff proposed to hold off on this spending until the cost to repair the sump pump in Pump Station No. 1 is determined. See Pump Station Maintenance below for details.

e. Winter Preparedness Update

a. Pump Station Maintenance

Staff reported the annual maintenance checkup at Pump Station No. 1. The frequently used sump pump below the steel grate is due for major maintenance. The District's Pump Maintenance contractor detected oil leak and severe corrosion on the pump. The sump pump was taken back to the Contractor's office on 11/15/16 for further evaluation. Cost at this point is undetermined. Due to Zone 7 limited budget, Staff suggested to hold off on adding a check valve at Meadow Drive to ensure a sufficient amount of funds will be available to cover the repair cost of the sump pump at Pump Station No. 1.

b. Vegetation Maintenance

Staff reported the vegetation maintenance at Castro Ditch, Mabry Ditch, and Estancia Ditch was completed. Staff notified AB that a resident had called and complained about other residents throwing large items over their backyard fence into the drainage ditch, causing flooding problems. Staff worked with Conservation Corps to remove the large items shortly after the complaint was received.

c. Levee/Floodwall Maintenance & Rodent Control

Staff reported there are still 10 unsigned Right-to-Enter forms from the homeowners living along Vendola Drive. The purpose of the Right-to-Enter form is to allow Staff access through the property owner's property to inspect the Timber-Reinforced Berm (Floodwall) for maintenance repair. Staff will inform the Board as to why those homeowners did not sign the form.

d. Precipitation and Stream Gauge Maintenance

AB approved an annual contribution of \$750 from the Zone 7 budget for gauge maintenance; joining Las Gallinas Valley Sanitary District and Zone 6, which contributed \$1,500 and \$750, respectively.

Action by Board: Approved budget.

M/S: MP/JG Ayes: FOUR, Nay: NONE

Marin County Flood Control and Water Conservation District

e. Storm Response

Staff described the procedures which the District takes during a storm event.

Item 4. Watershed Program Update

a. Stakeholder and Community Meetings

Laurie Williams reported that the Gallinas Watershed Program held a community meeting on April 5, 2016 which highlighted the Upper Gallinas Restoration Opportunities and also all of the Program's products. She also presented a short program update to the San Rafael City Council in early May.

b. Gallinas Watershed Program Final Report

The draft Final Report has been completed and has been posted to the Gallinas watershed Program webpage. Comments are due to Laurie Williams at lwilliams@marincounty.org by Friday, December 16, 2016.

Item 5. Zone Funding Outreach Plan

Action by Board: Approve an ad-hoc subcommittee of two Board members (RG & JG) to work with staff to develop and implement an outreach plan over the next year.

M/S: MP/JG Ayes: FOUR, Nay: NONE,

Item 6. Schedule Next Meetings

The Board scheduled the next regular meeting for February 15, 2017.

Meeting adjourned at 7:25 PM.