

**FINAL MINUTES**

**FLOOD CONTROL BOARD  
MAY 3, 2010  
CORTE MADERA COUNCIL CHAMBERS  
300 TAMALPAIS DRIVE, CORTE MADERA, CA**

Boardmembers Robert Bundy, Chair  
Present: Vaso Medigovich  
Barry Trailer  
Sanford Zeller

Boardmembers Stephanie Bennett  
Absent:

Staff Present: Public Works Director/Town Engineer Dan Ring  
Council Liaison Alexandra Cock

1. Call to Order

Chairman Bundy opened the meeting at 7:34 p.m.

2. Open Forum for Public Expression

Chair Bundy stated the Flood Board held a workshop at the last meeting regarding the Town-Wide Storm Drainage and Flood Control Study. There were some very good comments made by the public.

3. Approval of Meeting Minutes (April 5, 2010)

M/s, Zeller/Medigovich to approve the April 5, 2010 minutes as submitted.  
Ayes: All

4. Old Business

A. Discussion of flood control capital improvement projects for upcoming 2010-11 Budget

Public Works Director Ring presented a staff report and briefly discussed the following projects: 1) Flood Control/Storm Drainage Major Emergency Repairs; 2) Corrugated Metal Pipe Replacement; 3) Big "G" Pump Station Replacement; 4) 405 Corte Madera Avenue Drainage Improvements; 5) Corporation Yard Pump Station and Force Main Improvements; 6) Gutowsky Ditch Drainage Improvements; 7) Marquart Lagoon Pump Station Improvements; 8) High Canal Levee Repair/Improvements; 9) Golden Hind at Ebbitide Gate/Drainage Improvements; 10) Golden Hind/Cay Passage Gate/Drainage Improvements; 11) Staghound/Spindrift Drainage Improvements; 12) Paradise at San Clemente Creek Levee Repair; 13) High Canal Storm Drain Outlet Repairs; 14) Golden Hind at Ebbitide Pump Station; 15) Golden Hind at Cay Passage Pump Station; 16) Channel Drive Pump Station; 17) San Clemente Pump Station Upgrades Infrastructure Management- GIS; 18) Townwide Storm Drainage and Flood Control Study; 19) Raise/Repair Town Levees; 20) Low Canal Gate at Lakeside; 21) Low Canal Improvements; 22) Madera Gardens Drainage Infrastructure; 23) Mariner Cove Drainage Infrastructure; 24) Marin Estates Drainage Infrastructure; 25) Marina Village Pump Station Upgrades; 25) High Canal Pump Station Upgrades; 26) Flood Hazard Community Mailer.

Public Works Director Ring referred to the Marquart Lagoon Pump Station Improvement Project and drew a map of the area showing existing pipes, gates, and the pump station. He stated they are proposing a slide gate and a sheer gate. The project as originally proposed was a redo of the existing pump station due to deterioration and decay. The plan was to install a 4.5 cubic foot per second pump based on bringing the lagoon down to minus one. The Public Works Superintendent has suggested enlarging the size of the pipe

instead of replacing the pump. However, the level in the High Canal is so high that gravity alone would not drain the lagoon. He stated they were thinking about placing the pump in another area to solve that problem. In order to flush the lagoon more they would close the gate and turn on the pump. There would be a simple, pre-cast concrete vault sitting next to the gate along with a new headwall for the gate. They would also line the pipe as a part of the project. AN West could look at this as an alternative design. This project could be done for around \$175,000. Boardmember Medigovich asked if the box would be dropped in with a crane. Public Works Director Ring stated they might use a crane or just form it in place depending on the depth and location. He noted this would be a 2.5 per second pump. It would be a fairly small, self-contained station. Boardmember Trailer asked about access problems. Public Works Director Ring stated it would be tight but there would be enough room to work. He pointed to the alleyway. He stated this was a project that the Board had considered deleting from the budget but staff has come up with an idea on how to do the project for less money. Chair Bundy stated the system in place continues to work and the watershed is fairly small. Public Works Director Ring stated that a member of the Public Works crew has indicated that he has seen the water level rising in the High Canal during a rainstorm while the four pumps were running. The current system could certainly be more robust and reliable. Boardmember Trailer stated he had prior questions about the urgency of this project. They had previously discussed using some of this funding to study some of the larger, long-term projects such as the levees. He stated these were the more crucial projects that impacted more residents. He did not understand the urgency regarding this project. Boardmember Medigovich stated the lagoon project should be done during the April maintenance period.

Public Works Director Ring referred to the High Canal Storm Drain Outlet Repairs Project and stated he has budgeted \$20,000. Boardmember Medigovich had mentioned that there were some areas across the canal that needed attention due to sloughing near the outlet structures, repairs of pipes, etc. Boardmember Medigovich stated this area is directly across from the pump station.

Council Liaison Cock referred to the Golden Hind at Ebbside Gate/Drainage Improvements Project and noted there has been money budgeted for this project for some time but it has not been completed. She asked if this was a staffing issue. Public Works Director Ring stated a similar project at Cay Passage was completed and this project would be the second one. Staff wanted to evaluate a different type of valve prior to starting this project. He noted the Golden Hind at Cay Passage Pump Station Project would be brought to the Council next month.

Council Liaison Alexandra Cock stated she agreed with the suggestion to use some of the money allocated for the Marquart Lagoon Pump Station Improvement Project to study other larger issues. She has asked staff to look for other funding sources and it made sense to start studying these issues since many of these projects must be “shovel ready”.

Boardmember Zeller referred to the Golden Hind at Cay Passage Pump Station Project and asked if the neighbors were aware of the project. Public Works Director Ring stated the entire neighborhood has been informed. Staff is thinking about installing a camera near this pilot project to monitor the effects of the pump. Notice about the camera would be sent to the surrounding neighborhoods. Council Liaison Cock stated the neighbors could be invited to a Flood Control Board meeting to get more information about the project. Boardmember Trailer asked about the cost of the camera. Public Works Director Ring stated the cameras were not expensive but they needed to buy software to run the system. Staff is deciding whether or not this would be a good idea.

Public Works Director Ring referred to the Infrastructure Management-GIS System Project and stated staff was trying to get their storm drains maps up on Marin Map. The need to make the maps more user-friendly. He has budgeted \$5,000 to pay for the consultant.

Public Works Director Ring referred to the Raise/Repair Town Levees Project and stated staff decided to raise the budgeted amount from \$10,000 to \$25,000 in order to get a grant writing Request For Proposal in order. They would like to send out an RFP and find a consultant that deals with finding grants to find a sizable funding source. They decided to shift the strategy from finding money to do the work as opposed to studying how to do the work. AN West has addressed some of the levee issues and now they need to find

the money to do the design and construction work. Boardmember Trailer asked if the environmental work needed to be done prior to obtaining any Stimulus Funding. Public Works Director Ring stated “yes”.

Public Works Director Ring referred to the Flood Hazard Community Mailer Project and stated they need to do this to maintain their community rating system discounts. This needs to be done every year.

Public Works Director Ring discussed the document titled “Proposed Capital Improvement Projects (from Town-Wide Storm Drainage and Flood Control Study Phase 1 and 2)” prepared by AN West dated April 28, 2010. He noted the list includes a priority rating of “High”, “Medium”, or “Low”. He stated there were expanded descriptions of the projects in the AN West report. He noted most of the “High” priority projects were over \$400,000. The total available funds for the upcoming year was about \$1.4 million and the proposed budget is about \$1.2 million.

Boardmember Medigovich stated the list was quite long. He referred to Item #3 and #4 located in Sub-watershed K and asked if they were really looking at an \$800,000 project. He asked if the pump station necessarily went with the curb and gutter work. Public Works Director Ring stated “yes”. Boardmember Medigovich asked if they could do the curb and gutter work without the benefit of the pump station. Public Works Director Ring stated there were a couple of locations in the Golden Hind area where they could get the graded line drains to work without a pump station if they upgraded the gravity system. Chair Bundy asked if there was any sewer/lateral line work being done in these areas. Public Works Director Ring stated he would ask staff about this but it would certainly make sense to tie the projects together. Boardmember Trailer stated he would like to do one of these projects as a “demonstration project”.

Chair Bundy referred to Item #7 and #8 (Sub-Watershed P- Ebb Tide area) and stated the drainage improvements would make a dramatic difference.

Boardmember Trailer referred to Item #3 and #4 (Sub-Watershed K) and stated this seemed to be a priority since some neighbors get water in their garages. Chair Bundy agreed.

Public Works Director Ring referred to Golden Hind at Cay Passage Pump Station Project and stated once this is completed they would know more about the actual costs and have a better idea of what project to work into the budget. They could also span two fiscal years if necessary. Boardmember Trailer asked if there would be any economy of scale by doing two at one time. Public Works Director Ring stated “yes” but they would not want to hold off on the Cay Passage Project because they were waiting on the design of another project. The thought was to use the Stimulus money and move into Sub-Watershed P and M and install the curb drains. They could follow up with pump stations later on. Boardmember Trailer stated the initial work would at least eliminate the ponding.

Council Liaison Cock asked if there was time to get the environmental work in order to reapply for Stimulus Funding. Public Works Director Ring stated they were turned down and told there was not enough time. CalTrans did not want to deal with any projects that did not have environmental clearance.

Boardmember Zeller referred to Item #8 (Golden Hind at Ebbtide Pump Station) and stated that should be the next project to look at. Boardmember Medigovich wondered if this was the most critical project. Public Works Director Ring referred to the Golden Hind at Ebbtide Gate/Drainage Improvements Project and stated they have allocated \$40,000 for Sub-Watershed P improvements. There will be a need to do more piping and curb drain work along with installing the pump station. Item #7 would be done prior to Item #8. Chair Bundy agreed that the pump station at Cay Passage would be a pilot project that should be monitored for at least a year. If there is any money left over they should undertake the most feasible project. The next critical items are the on-board flap valves to improve the drainage. Public Works Director Ring stated he could begin on the design work for the curb drain in Sub-Watershed P.

Boardmember Medigovich stated the next area of concern would be Sub-Watershed B since the Marina Village area is very challenged. The houses in that area are quite low. Public Works Director Ring agreed but stated they would probably not see much of an impact without the pump station.

Council Liaison Alexandra Cock asked if the AN West report prioritized the projects. Public Works Director Ring stated AN West had criteria for “High”, “Medium”, and “Low” but he was not sure whether these categories were prioritized. He would find out.

Chair Bundy stated the key for the year was to get the Ebb Tide Pump Station Project done and see how it functions. The Sub-Watershed B Projects could be the next priority

Council Liaison Alexandra Cock referred to the document titled “Fiscal Year 2010-2011 Flood Control Board Projects and Studies” and asked for clarification on the column titled “Estimate/Actual 2009-10”. Public Works Director Ring stated this figure represents what would be spent this fiscal year.

M/s, Zeller/Trailer to approve the Fiscal Year 2010-2011 Flood Control Projects and Studies as presented.  
Ayes: All

5. New Business

A. Discussion of revisions/updates to Chapter 16.10 of the Corte Madera Municipal Code (Flood Damage Prevention)

Public Works Director Ring presented a staff report. He stated the revised FEMA Flood Map has new datum and they are no longer using NGVD but rather NAVD. The numbers changed from 6.0 NGVD to 9.0 NAVD as the base flood elevation. This needs to be rectified in the code. Certain areas of Town came in within the floodplain that were not there before. In addition, the Department of Water Resources puts out a model ordinance and the Community Rating System refers to this ordinance. The revisions are an attempt to match this model ordinance. He noted Boardmember Zeller has submitted some corrections/revisions.

Public Works Director Ring referred to page 4, Section 16.10.050, Definitions, (9), Base Flood Elevation, and stated the last sentence now refers to the base flood elevation. This is the only reference in the chapter. Chair Bundy referred to (12), “Breakaway Walls” and stated there really were no such structures in Corte Madera. Public Works Director Ring agreed and stated he would find out if this definition could be deleted.

Public Works Director Ring referred to page 9, Section 16.10.050, Definitions, (42), Mean sea level (MSL), and stated he decided not to include the difference (2.7’) between NGVD and NAVD. Boardmember Medigovich asked if a chart could be included at the end of the document. It was confusing since all Town reports refer to NGVD. Public Works Director Ring stated that was a good idea. Boardmember Medigovich stated people would get used to NAVD since it correlates to the tide tables.

Public Works Director Ring referred to page 17, Section 16.10.080, Provisions for flood hazard reduction, (a), Standards of Construction, (3) (a), Residential Construction, (ii) and noted this section now applies to some of the homes on Golden Hind. He noted they would not get any “extra credit” for exceeding the three-foot level. Boardmember Medigovich stated they were originally worried about development near Marin Montessori and Marin Country Day School. He stated this also applies to the property at the end of Industrial Way. Chair Bundy stated he agreed with the idea of trying to have everything at the base elevation and leave it up to the property owner whether or not to go a foot above that or not. Public Works Director Ring stated the question was whether they wanted to change the “three feet” to “one foot”. They could also add a third category that is higher. Boardmember Medigovich stated he would be in favor of deleting section (ii). Chair Bundy noted this section states that “ultimate settlement of the structure” should be included. Public Works Director Ring stated the property owner would need to get a geotechnical report for the structure that would include this information. Chair Bundy stated this would be a significant additional expense for the property owner. Public Works Director Ring agreed. Boardmember Medigovich referred to section (iii) and asked if this section was necessary. Public Works Director Ring stated “yes” since it helps lower homeowners’ insurance rates. Chair Bundy asked if this gets the structure out of the flood plain. Public Works Director Ring stated “no” but it does reduce flood insurance rates. The entire lot would need to be raised to be considered out of the flood plain. Council Liaison Alexandra Cock asked if the certification needs to be done by a professional engineer or surveyor or if it could be

done by the Building Inspector. Public Works Director Ring stated it must be filled out by a licensed land surveyor.

Boardmember Medigovich asked everyone to look at a property on Mohawk that was raised to 7' NGVD and a property on Lakeside that was raised to 6' NGVD. He stated these properties have caused him to re-evaluate this entire issue.

A resident stated there are also land use issues regarding lot coverage, floor area ratios, variances, etc. that a property owner must take into consideration when thinking about raising their structure.

Boardmember Zeller referred to page 6, Section 16.10.050, Definitions, (24), Floodplain Administrator, and stated later on in the document (page 14) the Town Engineer is designated to be the Floodplain Administrator. There is a reference to "police powers" and that failure to comply is a misdemeanor. Boardmember Trailer asked if these regulations extend or create some new authority. Public Works Director Ring stated he did not think so. Boardmember Zeller stated designation of the Floodplain Administrator should be clarified.

Boardmember Zeller referred to page 6, Section 16.10.050, Definitions, (27), Floodproofing, and noted there was no definition of wet or dry floodproofing. He stated they should delete any mention of "wet or dry" floodproofing or provide a definition.

Boardmember Zeller referred to page 8, Section 16.10.050, Definitions, (38), Lowest Floor, (B), and stated it should read: "For all residential structures *in the flood plain*, all subgrade enclosed areas....."

Boardmember Zeller referred to page 12, Section 16.10.050, Definitions, (64), Watercourse, (c) Compliance, and stated the second sentence (referring to a misdemeanor) should be followed by a sentence that calls out the punishment or consequences for a first offense.

Boardmember Zeller referred to page 12, Section 16.10.050, Definitions, (64), Watercourse, (e), Interpretation, and stated that regional or county statutes might also apply.

Boardmember Zeller referred to page 19, Section 16.10.080, Provisions for flood hazard reduction, (b), Standards for Utilities, and stated the following should be added: (3) No underground electrical utilities are allowed in the flood plains. Chair Bundy asked if the transformers could be above ground while the utilities were under ground. Public Works Director Ring stated he would talk to Pacific Gas and Electric about this issue.

Chair Bundy referred to page 18, Section 16.10.080, Provisions for flood hazard reduction, (3), (C), Flood Openings and asked about the required venting. Public Works Director Ring discussed hydrostatic forces, etc. and what would be needed.

Chair Bundy referred to page 19, Section 16.10.080, Provisions for flood hazard reduction, (3), (D), (ii), Detached garages and accessory structures, and asked for clarification. Public Works Director Ring stated they could add dry flood proofing criteria to a garage structure and offer this as an alternative.

Boardmember Zeller stated they should defer approval of these updates/revisions. Chair Bundy asked that this item be placed on the next agenda.

Chair Bundy discussed the possibility of adding new members to the Board, bringing the total to seven. Boardmember Medigovich suggested they advertise for new members and see if there is any interest.

Boardmember Medigovich asked Public Works Director Ring to check the elevation of the street in front of 50 Mohawk and 50 Lakeside Drive. Boardmember Zeller stated that information should be in the AN West report.

6. Adjournment

Chair Bundy stated the next meeting would be held on Monday, June 7, 2010.

The meeting was adjourned at 9:30 p.m.