



MARIN COUNTY CIVIC CENTER CONSERVANCY

Marin County Administrator's Office, Suite 325
3501 Civic Center Drive, San Rafael, California 94903

REGULAR MEETING OF JULY 24, 2019 DRAFT MINUTES

Held at Marin County Civic Center, Suite 324A
San Rafael, California

Members Present: Joan Brown, Lynn Downey, June Miller, Suki Sennett, Supervisor Kate Sears, Sandra Fawn

Staff: David Speer, Janis West, County Administrator's Office

1. CALL TO ORDER: Chair Sandra Fawn called the meeting to order at 9:04 AM.
2. OPEN TIME FOR PUBLIC ITEMS NOT ON THE AGENDA: None
3. REVIEW AND APPROVAL OF MINUTES OF DECEMBER 13, 2018 MEETING: The Conservancy moved and voted unanimously to approve the minutes from the December 13, 2018 meeting.
4. REVIEW AND APPROVAL OF MINUTES OF APRIL 24, 2019 MEETING: The Conservancy moved and voted unanimously to approve the minutes from the April 24, 2019 meeting.
5. PROPOSED STORAGE SHED FOR MARKET AND RECYCLING AND COMPOST BINS: Cory Bytof, City of San Rafael, presented information about the Farmers Market waste management and recycling project for vendor usage. This project includes the purchase of equipment and a shed for storage of cans. They have been working with the Agricultural Institute of Marin and other groups (such as [Marin Sanitary Service](#)) in the areas of zero waste efforts and providing clearer signage.
 - A. The presentation on its zero waste proposal included:
 - [California Assembly Bill 1826](#) mandates will help to enforce policies through good signage, lids, containers; and [California Senate Bill 1383](#) mandates will support the effort when there is a need to impose fines.
 - The planned site is located near the long-term parking where Sunday Farmers Markets are currently held and adjacent to the current trash dumpster. This and other debris will be removed.
 - The shed will hold contain two stacks of bins, protect from weather elements, will lock for security, and will be movable
 - The container bins are the correct size and durability, and will therefore last longer when protected by the shed
 - The shed color choices are tan and brown
 1. The tan color would blend in better with buildings and surrounding grasses
 - The Conservancy moved and voted unanimously to approve the procurement of the shed

- The Conservancy also moved and voted unanimously to approve the tan “Sand” color for the shed.
6. COURT FLOOR DIGITAL SIGNAGE AND BOTTLE FILLING STATIONS: Bill Breitag, Marin County Superior Court
- A. Mr. Breitag said the digital signage presentation was postponed because more clarity and feedback is needed from some departments. This item will be presented at a future date.
- B. The bottle filling station conversion to water fountains will be located only in the restricted areas of the court rooms M and F:
- This provides a better use for water retrieval for staff in the judicial chambers in order to fill water bottles and odd-sized items such as pitchers and coffee pots for staff
 - Rest room water spigots are no longer feasible since its remodel (hand automated)
 - Features include a universal mounting attachment in gray that matches the stainless steel fountains, reversible drain tray, push button activation, and meets ADA requirements
 - The Conservancy moved and voted unanimously to approve the water filling stations
 - After these have been installed and utilized for a while, they will consider recommending them for other areas
- C. PARKS DEPARTMENT OVERVIEW OF CIVIC CENTER LANDSCAPE WORK FOR FIRE PREVENTION: James Chayka and Ari Golan provided an update on the fire prevention efforts at the Civic Center campus. Recent wildfires led to the formation of the Lessons Learned Fire Safety Committee to research and plan in responding to potential issues including alerts, communications, and defensible space zones. Parks has prepared a plan to prioritize and take action on areas that will reduce wildfire fuel
- Zones have been determined and assessed for priority levels. Priority zones include removing debris and limbing trees to create a more sparsely vegetated area.
 - Work zone areas are prioritized: priority one will be addressed first, followed by priorities two, three and four. The crew is a wildland fire fighting crew working in multiple phases of reduction. Aesthetic landscaping issues uncovered by this project will be addressed after the immediate efforts
 - The current landscape is flammable. Juniper is identified as being the largest threat and will be removed first for overall safety as well as others identified. In most cases pines, conifers and cedars will not be the exclusive focus.
 - Parks will partner with all municipalities and FireWise community groups
 1. Efforts underway at McNears to become FireWise-certified
 2. Will support adjacent residential areas and communities participating in the FireWise effort
 3. \$1.2 million has been budgeted for this project
 4. Photo monitoring records have been developed
 5. They are working with dependent and independent service district groups

D. UPDATE ON CIVIC CENTER ROOF PROJECT AND VIEW OF RECENT DRONE VIDEO: Cam Isaza, Capital Planning & Project Manager, provided a brief update and video providing an aerial perspective of the Hall of Justice roof replacement efforts taken in early July. Members also viewed the roof's current construction from the terrace outside of the Board of Supervisors chamber. Earlier, Mr. Isaza and Dorren Hill led a roof tour to interested members and staff at 8:15.

- Crews have been scraping the layers off and applying the new roof at the north end and said the progress has been phenomenal. This includes a red layer primer, white base coat, and "Marin blue" top coat
 1. The surface in general is in better shape than that of the administration building roof so work is moving faster.
 2. The ornamentation is in worse shape and has required more repair. They were not anchored into the dowels; however, it is not part of the structural feature.
 3. Slight changes to the concrete surface are being made in the ornamentation areas that will keep water from pooling on the roof
 4. External metal work has been repaired, cleaned and is being re-anodized
- Mr. Isaza said both the company's inspection and quality control have been high. An extensive amount of quality control for the roof's longevity has been demonstrated throughout all steps of the project.
 1. Every 5,000 feet of roof turned out 12 samples are taken and inspected for millage, which must meet 80 mils, and 70 mils when dry. A four-foot section will be redone around any areas discovered not meeting that millage standard.
- The warranty for the roof is 20 years, with a five-year color warranty. Maintenance will be required as part of the warranty agreement.
 1. The manufacturer will visit annually to review and inspect the roof.
 2. An extensive review of the roof will be conducted at 20 years with discussion of a possible warranty extension.
 3. The warranty also requires defensible space. Tree debris cannot stay on the roof for any length of time, so they are working with the Parks department to address this and other potential problem areas.
- The project is on schedule for completion mid-November.
- The skylights retrofit project is a separate project and is scheduled to begin in the spring of 2020. Planning is currently underway. There is a plan in place to mitigate and address leaking until the project has been completed.

7. MEMBER ITEMS FOR UPDATES:

A. none

8. ADJOURNMENT: The meeting was adjourned at 10:22 AM.

DRAFT