

BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

Regular Board of Directors Meeting

Location: Bel Marin Keys Community Center, 4 Montego Key, Novato, CA 94949

Date: Thursday, October 20, 2016

MINUTES

Directors:

Darrick Chase, President

Vince Lattanzio, Vice-President

Cheryl Furst

Mercy Angelopulos

Mark Montobbio

- I. **Call to Order, Please Turn Off Your Cell Phones: 7:35PM**
- II. **Pledge of Allegiance**
- III. **Roll Call: Present: Chase, Lattanzio, Furst, Angelopulos** **Absent: Montobbio**
- IV. **Agenda Approval** The agenda approved as presented

- V. **Approval of Minutes**
 - ** MOTION to approve minutes from the Regular Board Meeting of September 15, 2016.**
 - M/S: Chase, Lattanzio**
 - Vote: Ayes- Chase, Lattanzio, Furst, Angelopulos** **Absent: Montobbio**

 - ** MOTION to approve minutes from the Special Board Meeting of October 1, 2016.**
 - M/S: Chase, Lattanzio**
 - Vote: Ayes- Chase, Lattanzio, Furst, Angelopulos** **Absent: Montobbio**

 - ** MOTION to approve minutes from the Special Board Meeting of October 11, 2016.**
 - M/S: Chase, Lattanzio**
 - Vote: Ayes- Chase, Lattanzio, Furst, Angelopulos** **Absent: Montobbio**

- VI. **Open Forum (please observe a three-minute time limit): No Comments**

- VII. **District Managers Report**
 - The County will be holding their second annual flood preparedness fair on Saturday, October 29th from 10-2pm.
 - The State Controllers Financial Transaction report will be submitted at the end of the month for the fiscal year 2015-2016. This report is done annually.
 - The onsite audit for fiscal for fiscal year 2015-2016 will be conducted on Thursday, October 20th and Friday, October 21st. We should have a draft for Board approval for the November meeting.

-A reminder the November 15th Board meeting has been moved from the Thursday the 17th to Tuesday the 15th at 7:30pm.

-Mr. Parent and I have a meeting to go over the new public works prevailing wages requirements now in full effect and now required by the District for any projects over a \$1,000 limit. The new statute states that any project over \$1,000 and being paid with public funds must now pay prevailing wage and that project must be registered with the Department of Industrial Relations (DIR). The prevailing wage is determined by the Director of the DIR, according to the type of work and location of the project. There are very few exceptions from this new statute. All the prevailing wages submittals are now to be uploaded online by the contractors to the specified number provided by the DIR once the project is registered.

-I will be on vacation from October 28-November 2 and Mrs. Sadighian will be in the office covering my absence.

-The office will also be closed on Friday, November 11 in observance of Veterans Day.

VIII. District Engineering, CLE

A. South Lagoon Levee

The levee work is underway and keeping with the schedule, all depending on weather. Once work is complete we will begin filling the lagoon.

B. Novato Creek/County of Marin

1. Upper creek sediment removal update with the project currently being undertaken by the City of Novato. The County is being very strict as to the loose material and requirements to remove sediment and also erosion control mats will be placed to make sure loose sediment is captured. The project will be completed the week on October 24th.

C. North Lagoon Dredging

1. Update on permitting

1. Sediment Analysis Plan is completed and have a meeting with the Dredge Material Management Office (DMMO) on November second. Upon approval will move forward with the sediment sample the week of November 14th and will be utilizing the work boat.

IX. Waterways Manager Update

A. North Navigation Lock

1. Cylinder update – on back order but once received, will be installed and completed in about four to six hours.

2. Coatings Request for Proposal

****MOTION to approve an amount of \$62,500 for labor and owner supplied materials for the North Lock funding from Measure D.**

Mr. Cormier will perform the test to identify levels of salinity and eliminate need for general contractors to apply paint. CLE will do the quality control.

M/S: Lattanzio, Chase

B. South Navigation Lock

1. Coatings RFP

1. Anticipate similar Motion as South Lock in November

C. Buoy and Navigation Marker

1. 'No Fishing' signs installed and remounted to the shoreline. There is a request from residents to install a 'No Lagoon' access sign at other locations where outsiders have been accessing the waterways. We will look at wording and enforcement from the Sheriff's office.

D. Flushing/Flood Control

1. Flushing has been performed

E. Water Quality

1. Paddleboat system repaired and back online

F. Box Culvert Gates

1. Review of construction drawings. Mr. Cormier noted that the original design was a precast panel that would put the whole panel in the water at once. After reaching out to 28 suppliers could not get guarantee the product/specs that we were looking for, so went back to putting in pigs to insure no tidal action and security for the divers. The gates will then be removed one at a time. Mr. Cormier will be back in November with a full package for review and approval. Vice-President Lattanzio asked for clarification on advertisement. Mr. Cormier noted that this will be a request for proposals under the 175K threshold.

G. CSD Workboat

1. Motion in November for coating below the waterline. The works will be performed at the Calypso boat ramp.

H. Boat Ramp Security Gates

1. Proposal for Miller edge safety stop

Mr. Cormier noted that the proposal included the installation of a safety measure at all three gates. The sensing edges will activate a sensor and immediately signal the gate to stop and reverse. The Board asked to table this item and will be brought back to the November meeting.

X. Hamilton Sports Complex Update

The Hamilton Preserve group will be attending the next City of Novato Council meeting and asked for the creation of a nature preserve.

XI. Measure A/Parks and Open Space

- A.** Measure A Planning Update. The conceptual will be submitted in November. Vice-President Lattanzio asked to include storage units that are lockable for the nets.

XII. Sub-Committees

- A. Emergency Response Team (ERT) Update. The committee held a meeting looking at items to secure in the next fiscal year 2016/2017. An item that was discussed was water supply as currently no means of providing water in the event of an emergency. The committee was looking at possible option for containing drinking water. Vice-President Lattanzio asked to look at desalinization as an option.

XIII. Financials

- A. Audit for fiscal year 2015/2016. The Auditor has one more onsite day and we anticipate a draft report in November.

XIV. Updates on Projects of Interest:

- A. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects- no update
- B. Bay Trail- no update
- C. Pacheco Pond- no update

XVI. Adjournment

****MOTION: To adjourn the Board Meeting of October 20, 2016.**

M/S: Chase, Lattanzio

Vote: Chase, Lattanzio, Furst, Angelopulos

Absent: Montobbio

Next regular meeting date: Thursday, November 15, 2016, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.

Meeting Adjourned at 8:10pm