

# BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

## Regular Board of Directors Meeting Notice

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

Date: Thursday, August 18, 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: 7:32p.m.**
- II. **Pledge of Allegiance:**
- III. **Roll Call: Chase, Lattanzio, Fust, Angelopulos                      Absent: Montobbio**
- IV. **Agenda Approval: Approved as presented**
  
- V. **Approval of Minutes**  
**\*\* MOTION to approve minutes from the Regular Board Meeting of June 23, 2016.**  
**M/S: Chase, Lattanzio**  
**Votes: Ayes- Lattanzio, Chase, Angelopulos, Furst                      Absent: Montobbio**
  
- VI. **Open Forum (please observe a three-minute time limit): No comments**
  
- VII. **Presentation by Jeff Melby, State Coastal Conservancy**  
Mr. Jeff Melby addressed the Board and provided an update from the conceptual project drafted in 2003 to where the project is now. The first phase of the Hamilton Wetlands Restoration Project (HWRP) resulted in conversion of the former Hamilton Army Airfield at the former military base into a restored tidal marsh. Hamilton Airfield's bayside levee was breached in April of 2014 resulting in about 600 acres of restored wetland habitat. Phase 2 of the project involves the restoration of the adjacent Bel Marin Keys Unit V property, owned by the Conservancy. The conceptual plan for Phase 2 is described in USACE's 2003 General Reevaluation Report (GRR) and in the Supplemental Environmental Impact Report / Environmental Impact Statement (SEIR/S) for HWRP. The plan for Phase 2 is to construct a new flood management levee inland of the existing bayfront levee and then restore tidal estuarine habitat on the eastern (bay) side of the new levee, while restoring seasonal (freshwater) wetlands on the western (inland) side of the levee. The levee design recommended by Moffat and Nichols would provide an overall habitat breakdown of 25% seasonal wetlands and 75% tidal wetlands, and avoid the PG&E towers and will be approximately 1650 feet from the homes.

The levee would be build to FEMA standards (built to 15ft with the anticipation that it would settle down to 12 feet), and would be 11,800 feet in length and need 1, 300, 00 cubic yards of material. No dredge material will be used for the levee it will all be dug from the farm land and witch will then be replaced with dredge material.

Vice-President Lattanzio asked for clarification of the seasonal overflow and what would happen if the pumps would fail. Mr. Melby noted that the levee base would at -2ft and the south lagoon levee is at 7ft, so would have 9 foot and enough time to pump rain water out.

Vice-President Lattanzio asked if the Conservancy has been in contact with the County with the new watershed study? Mr. Melby noted they have been in contact with the county.

Mr. Parent asked if public access would be allowed on the new levee? He stated no access would be allowed. The Bay Trail is on the eastside of Pacheco Pond and will go down the Boulevard.

President Chase asked for timeline of the work to be undertaken, and how will the project be accessed? Mr. Melby noted that no permit application has been submitted, however, they anticipate the project to begin in the spring of 2017. The mobilization will be once and come via the Hamilton side and equipment to be onsite. The anticipated duration is two (2) years.

The Board asked to be included and set up communication forum to be able to have updates on the project and voice concerns which may arise. Mr. Melby noted that documents are being posted on the Hamilton website at <http://hamiltonwetlands.scc.ca.gov/library/>.

#### **VIII. District Managers Report**

-New emails have been created that are linked to the website for all Board members, which is an item to be completed under the Grand Jury Report. The self audit was performed once the website updates were completed. Have yet to receive confirmation from the Grand Jury on the update score cards.

-Last month another vehicle was stolen and the CHP and Sheriff were able to review the security cameras and were successful in pulling footing and plates for the unidentified vehicle. This is the second time law enforcement is able to use the system and have positive results.

-The National Night Out event was a success. We had approximately 150 people attend and we ran out of food. Residents were very supportive of this event and would like to see it happen again next year. A big thank you our ERT members who helped the day of the event, the Marin County Sheriff Deputies, CHP Officers and the Novato Firemen and making sure everything ran smooth. A special thank you to Deputy Kansanback who although was unable to attend he made sure our event was added to the Sheriff's list and purchased all the food. The District provided refreshments and chips (total cost \$326 which included the handout to the kids) but everything else was provided by the Sheriff's Department.

-Measure A audit is due September 15<sup>th</sup>. The completion of the report is a condition of receiving Measure A Funds.

-The loans payment to loan 1 and 2 will be due on September 1<sup>st</sup> in the amount of \$318, 062.45.

**IX. District Engineering, CLE**

**A. South Lagoon Levee**

Mr. Parent noted that included in the agenda packet was the South Lagoon Levee documents. Notice to bidders will be sent out and will have the approval in September. We anticipate having the lagoon lowered by October 10<sup>th</sup> and a notice will be on the Neighbor to Neighbor and a flyer once the contractor is approved.

**\*\*MOTION to approve the contract documents and solicitation of the South Lagoon Levee Improvements 2016 Repair/Rehabilitation Project.**

**M/S: Lattanzio, Furst**

**Vote: Ayes- Lattanzio, Chase, Angelopulos, Furst      Absent: Montobbio**

**B. Novato Creek/County of Marin**

Included in the agenda packet is a copy of letter of support to the County on the watershed study. Mr. Parent also noted that the odor issue that had been notices is coming from the Linwood Basin. The County has yet to begin the survey poll and a follow up email will be sent to see where they are with that process.

**C. North Lagoon Dredging**

Included in the agenda packets is a summary of the required permits from USAE and CEQA studies for the lagoon dredge. Mr. Parent noted that Ms. Rocha in the process of reviewing the survey data and finalizing the accretion plans. The DMMS sit will also be surveyed and anticipate being on schedule for summer of 2017. This project will have minimal impact to residents.

**X. Waterways Manager Update**

**A. Flushing**

The flushing event was scheduled for August 16<sup>th</sup> to 18<sup>th</sup>.

**B. Water Quality Update**

Mr. Cormier noted that many residents have made comments on the clarity of the South Lagoon.

**C. Aquatic Vegetation Update**

The lagoon are monitors and have noticed some minor evidence of dead man's fingers, algae and sargasso growing in the South Lagoon. This has also been observed in the north where there are more areas with the dead man's. Muck Away application will be performed the week of September 5<sup>th</sup> in both lagoons. The Muck Away is an enzyme that helps combat the algae growth and is timed released.

**D. North Lock Cylinder Repair**

**\*\*MOTION to approve the North Lock cylinder rebuild and installation in the amount to exceed \$4,250.**

**M/S: Lattanzio, Furst**

**Vote: Ayes- Lattanzio, Chase, Angelopulos, Furst      Absent: Montobbio**

**XI. Hamilton Sports Complex Update**

Vice-President Lattanzio noted that the developer have withdrawn the project application from the City and looking to seek federal approval, which would make it much more difficult to interact with said level of government. Some of the concerns are the restrictions and or obligations to which the developer can bypass on the easement. There will be a vision plan meeting on September 25<sup>th</sup> and trying to get support and input from residents as possibly looking to make the area a wildlife preserve and getting the City of Novato and other agencies to approve it.

**XII. Measure A/Parks and Open Space**

**1. Measure A Planning Update**

Mr. Parent noted that the core samples were done and have about 60 feet of fill material. We need to find out some historical information such as the storm drains and court installation dates. The overall schematic plan will be submitted in September and looking at a tennis court/pickle ball, bocce and site grading. There will be a possibility to get resident contributions for benches, nets and ect. The plan is to have plans for solicitation in January/February on construction in April/May of 2017.

**XIII. Sub-Committees**

**A. Emergency Response Team (ERT) Update**

A meeting will be schedule for September.

**XIV. Financials**

Will begin the Audit next month.

**XV. Updates on Projects of Interest**

- a. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects
- b. Bay Trail-no update
- c. Pacheco Pond-no update

**XVI. Adjournment**

**\*\*MOTION: To adjourn the Board Meeting of August 18, 2016.**

**M/S: Chase, Lattanzio**

**Vote: Ayes- Lattanzio, Chase, Angelopulos, Furst      Absent: Montobbio**

Meeting adjourned at 9:06p.m.

Next regular meeting date: Thursday, September 15, 2016, 7:30p.m.