

**BEL MARIN KEYS COMMUNITY SERVICES DISTRICT
Regular Board of Directors Meeting**

MINUTES

Thursday, July 16, 2015

Directors:

**Darrick Chase, President
Vince Lattanzio, Vice-President
Ernie Ganas
Ruth Simpson
Mark Montobbio**

- I. Call to Order (PLEASE TURN OFF CELL PHONES): Time: 7:30pm**
- II. Pledge to the Flag**
- III. Roll Call: Ganas, Lattanzio, Chase, Montobbio** **Absent: Simpson**

IV. Approval of Minutes

**** MOTION to approve minutes from the Regular Board Meeting of June 18, 2015**

M/S: Lattanzio, Ganas

Vote: Ayes- Montobbio, Ganas, Lattanzio Abstain-Chase Absent-Simpson

**** MOTION to approve minutes from the Special Board Meeting of June 29, 2015**

M/S: Chase, Ganas

Vote: Ayes- Montobbio, Lattanzio, Ganas, Chase **Absent-Simpson**

V. District Managers Report

-We received a number of concerns with regard to swimmers swimming straight across the ski areas and not wearing international orange caps. A notice will be added in the Neighbor to Neighbor reminding residents, as well as, making sure they inform guests to stay on the outside of the ski run areas.

-We received a number of concerns about the house at 893 Bel Marin Keys Blvd. We have contacted the Novato Fire Department and they have deemed the site a fire hazard, we are currently waiting for the Fire Department's follow up regarding that property. We are also going to include fire safety tips in the next Neighbor to Neighbor publication.

- The CSD has received \$13,720 from the Brown Act Reimbursements. There have been no reimbursements for post 2004 claims submitted to the state and no allocation for said refunds have been made.

-We received \$10,689.36 for the final remittance advice on the 2014/2015 teeter apportionment.

- On July 1st, DC Electric Group took over Siemens. This change gives us a reduced savings of about \$4.32 dollars per month.

-We have asked for some extra patrol from the Sheriff's office due to some recent incidents about cars being broken into and tires slashed.

VI. District Engineering, CLE

A. License Plate Cameras Update

****ACTION as required**

Mr. Parent turned the discussion over to deputy Jared Kasanback from the County of Marin Sheriffs department, and a representative from the license plate camera company, AMS.net

Dave Zeeker is a representative from AMS.net, which provides camera systems to public entities. Mr. Zeeker and Kyle McDonald worked together to engineer the best possible plan for Bel Marin Keys and feels strongly that they have devised a plan that will be successful. Mr. Zeeker informed the Board about options involving video storage. The industry best practice for video storage is two weeks and it is a continuous first recorded first erased system. Long term maintenance for the system would include occasional wipe down of the camera which the CSD would be responsible for and annual license renewal of the software. Mr. Zeeker also explained to the Board the importance of actively participating in the technology, which means, regularly checking the video feed. Mr. Zeeker also reminded the Board that the technology has been proposed but the software and settings can always be changed and customized later on.

Deputy Jared Kansanback, Marin County's Sheriff's Department, is the security license plate expert of Northern California. Deputy Kansanback is not familiar with the exact system from AMS.net but he does like the fact that you can have a constant recording, rather than just license plate recognition, which are what the Sheriff's department uses. With a recording you can capture vehicles, bikes and pedestrians. He recommends running video all the time and having video storage for a month. Deputy Kansanback agrees that having a camera would be useful to Bel Marin Keys; we just need to decide what is best for our community, for example if we want a system that works proactively or reactively. He explains that signage tends to not be much of a deterrent and legally we do not have to put up any signage regarding the camera. He does advise to make a policy regarding public access stating that any data from the camera system is for police authority only not for public access, and offers a copy of the Sheriff's Department policy for an example.

As was discussed in the last Board meeting, Chris Fehring from 74 Calypso, reviewed the camera systems and expressed his concerns and opinions. He ultimately gave his approval of the system.

Motion to approve with CLE moving forward with the company AMS.Net with the price not to exceed \$36,000, including services performed by Andy McAghon and Chris Strom, provided that we allow for additional storage and CLE negotiates the price.

M/S: Ganas, Lattanzio

Vote: Ayes- Montobbio, Chase, Ganas, Lattanzio

Absent- Simpson

B. North Lagoon

Waiting to hear back from the County of Marin. The lagoon survey is expected to happen in September and October

C. South Lagoon Levee

Advertisement for the South Lagoon Levee is out and a notice will be put in the upcoming Neighbor to Neighbor.

D. FEMA FIRM Map Update

No update. The FEMA FIRM map is still pending.

E. Novato Creek

There's an inquiry in to the next Technical Working Group as an inquiry as well as one in to the county, we are waiting for a response regarding comments that were submitted.

F. Montego Park Capital Redevelopment Update

Points F and G are grouped together. See below.

G. Bahama Reef East Park

****ACTION as required**

After the June Board Meeting Mr. Parent looked into the Measure A funds. He would like to conceptualize what projects the Board is interested in so that he and the District Manager can make a master plan of all projects to work in the new fiscal year. The Board discussed different needs for the open spaces and decided the best solution would be to have a special community meeting to get resident's input into what would best serve them, from there a master plan will be developed.

VII. Waterways Manager Update

A. Lagoon Water Quality

Lagoon clarity is average for current conditions and time of year.

B. Flushing

Next flushing event is scheduled at the end of July.

C. Aquatic vegetation

There is a plan to dehydrate and dry out the dead mans fingers.

D. Buoy and Navigation Markers

There was an issue with a floating device that was brought up at last month's Board meeting. The structure was pulled in and there have not been any other problems.

E. Update on North Lock Maintenance

Performed monthly maintenance, there were no issues.

F. Update on South Lock Maintenance

Performed monthly maintenance, there were no issues.

G. Waterways Map Update

****ACTION as required**

The suggested revisions that were made at last months meeting were provided to the Board. The Waterways Manager is reaching out to potential companies to provide ad space. The Board suggests eliminating having a single and multiple boat ski course.

VIII. Landscape and Open Space Maintenance

A. Open space maintenance schedule

The Board discussed with the maintenance of the open spaces and specific sites that have vegetation that need to be taken care of. There is an area of concern on Caribe isle south that Vice-president Lattanzio will go inspect to decide if the pine trees are at the end of their life and what options the CSD has regarding them. The board also discussed looking into getting more durable doggy waste stations.

IX. Financials

A. Investment portfolio

The District Manager, Mr. Parent and Director Ganas will have a meeting in order to go over the financial packet and report back at the next Board meeting.

B. Public Contracts Alternate Procedure: California Uniform Construction Cost Accounting

****ACTION as required**

Mr. Parent will not be asking for a motion but wants to bring the idea forward to the Board. Over the years the District has spent approximately \$12,000 dollars to the Marin IJ for putting out notices. The District's current policy is that any policy over \$2500 needs to go out to bid. Through California Uniform Construction Cost Accounting you can increase the dollar amount to require going out to bid. There will be more information will be included in the next Board packet.

X. Updates on Projects of Interest

A. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Project

In the Board packet there is information provided by Mr. Forsyth, who currently sits on the PAB Board. The information is geared toward information about the PAB and FOIA.

B. Bay Trail

1. Still waiting to receive a response from the letter that was previously submitted.

C. Sports Complex proposed at Hamilton

No update.

XI. Open Forum

No comments.

XII. Adjournment

****MOTION: To adjourn the Board Meeting of July 16, 2015.**

M/S: Chase, Lattanzio

Vote: Ayes- Ganas, Montobbio, Chase, Lattanzio

Absent-Simpson

Meeting adjourned at 9:39 PM.