

BEL MARIN KEYS COMMUNITY SERVICES DISTRICT
Regular Board of Directors Meeting

MINUTES

Thursday, May 21, 2015
7:30p.m.

Directors:

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

****Members of the public who have special needs and would like to attend our meeting please notify our office at (415) 883-4222 seven(7) days in advance as to your needs and our office will make every reasonable effort to accommodate them.****
*****Please note that any material related to an item on this Agenda submitted to the CSD Board of Directors after distribution of the agenda packet are available for public inspection in the District's office at 4 Montego Key, Novato CA, 94949 during the normal business hours of 8:30a.m. to 5p.m. Monday to Friday.*****

I. Call to Order (PLEASE TURN OFF CELL PHONES): Time: 7:32pm

II. Pledge to the Flag

III. Roll Call:

Lattanzio, Ganas, Montobbio Tardy: Chase Absent: Simpson

IV. Approval of Minutes

**** MOTION to approve minutes from the regular Board meeting of April 16, 2015**

M/S: Lattanzio, Montobbio

Vote: Ayes- Ganas Absent-Chase, Simpson

V. District Managers Report

-Received ERAF money in the amount of \$18,525.94

- Together, with the Gardeners Guild, we are continuing to address open space landscaping and tree management issues and are putting together a plan for each space. The CSD has already removed three trees in the last three months. There is an issue at Bahama Reef West, where two Acacia's need to be thinned and one removed, and we are planning on getting that done in the next few months. More information about Bahama Reef West will be addressed later on the agenda. (Culvert talk)

-The district will continue with water reduction and will reduce at all locations. A notice will go out in the upcoming Neighbor to Neighbor informing residents about the reduction and the probability of brown grass. Director Ganas reminded the Board and the District Manager that it is only a 25% reduction from the year 2013, as opposed to 2014.

-The District Manager attended the Hamilton Field Sports Complex community meeting on April 29th. The subject will be discussed under agenda item X-Updates on Projects of Interest.

-Linda Dahl from Marin County Parks is resigning. The District Manager is reaching out to The Marin County Parks office to have a one on one meeting in regards to parcel 8.

-The community meeting presented by the County and San Francisco Estuary Institute will be addressed later on the agenda. There are links on the district website to the presentations provided at the meeting.

-Information was obtained regarding pricing for putting a porta-o-potty at Montego park that was discussed at the last Board meeting. The costs are as follows: standard will run \$75.00 per month (\$990/yr), deluxe with sink is \$100.00 per month (\$1200/yr), and ADA runs \$125.00 per month (\$1500/yr); All of these include a weekly service. The Board suggests getting an ADA approved facility for 6 months out of the year.

VI. District Engineering, CLE

A. North Lagoon

No update, still monitoring.

B. South Lagoon Levee

****Motion to approve the plans dated May 2015 for the South Lagoon Levee 2015 Improvements Repair/Rehabilitation Project**

South Lagoon Plans have prepared and is included in the Board packet. Mr. Parent announces that he plans have the majority of work done by Columbus Day. If Board approval happens tonight, then bidding with start in June and he will come back to the Board in September with prices.

M/S: Lattanzio, Chase

Vote: Ayes-Montobbio, Ganas

Absent- Simpson

C. FEMA FIRM Map Update

D. Novato Creek

A meeting presented by the county and on May 14th and presented by the County of Marin and the San Francisco Estuary Institute. Comments that were provided through public comment by the community will be available June 5. There are six alternatives that are being considered, three in the lower baylands and three that are closer to the Stafford area. All in all, the plans are mostly in agreement and are beneficial to Bel Marin Keys. Director Ganas met with the flood advisory board

E. Montego Park Capital Redevelopment Update

Nothing to report other than that the water has been turned off in Montego park due to water regulations.

F. Bahama Reef East Park

Received the plans prepared by Vice-President Lattanzio and Andy McAgthon is going to revise the plans so the cost will fit better in the budget.

G. License Plate Cameras Update

Kyle is working to get pricing finalized with the company.

H. CSD Parking Lot Sealing Update

Seal coat and restriping of the parking lot is to be scheduled the first week of June. Mr. Parent brought up that he would like the repair of the walkway and the issue of the generator to be brought in to next Board meeting agenda.
(Generator talk and such)

I. Measure D Budget Fiscal year 2015-2016

****MOTION to approve the Measure D Budget for fiscal year 2015-2016.**

ACTION as required

The Measure D meeting took place on May 11. The Measure D committee unanimously voted to accept the proposed budget and it is now ready for Board approval.

M/S: Lattanzio, Ganas

Vote: Ayes- Chase, Montobbio

Absent- Simpson

J. Project sheets for the BMKCSO website

Mr. Parent expressed his concern to the Board regarding the lack of information there is about all the projects the CSD does and has done in the past to benefit the community. CLE totaled up the costs of projects the CSD has done and the estimate price is 6.55 million dollars of work done, which is relatively unknown to the public. He asks the Board for \$5000 so that the District Manager can hire a consultant to improve the website. The District Manager will look into consultants, as well as rounding information about past projects and will discuss again at the next Board meeting.

VII. Waterways Manager Update

A. Lagoon Water Quality

The South Lagoon has shown great improvement with Muck Away. The North is still tracking well with its water quality.

B. Flushing

Flushing took place this week and the plan is to continue flushing twice a month.

C. Aquatic vegetation

Algae has been observed in the North which is typical this time of year. There is product on hand in the case it becomes a problem.

D. Buoy and Navigation Markers

Will continue the cleaning and realignment in both lagoons.

E. Bahama East Service Ramp

Currently working on an agreement for contract/resident release forms for the Bahama East Service Ramp, residents will take responsibility for contractors/workers similar to the agreement found with the community center rental.

F. Update on North Lock Maintenance

Maintenance on North Lock is completed and looks good.

G. Update on South Lock Maintenance

Painting is scheduled on the South Lock similar to work in the North.

VIII. Landscape and Open Space Maintenance

A. Bahama Reef West Acacia Trees Removal and Thinning

****Motion to approve a budget up to 2500 for the removal and thinning of Acacia trees on Bahama Reef.**

The District Manager is looking for a motion to exceed \$2500 in regards to the Acacia removal and thinning of trees that was previously mentioned in the District Managers report.

M/S: Lattanzio, Chase

Vote: Ayes: Ganas, Montobbio

Absent: Simpson

IX. Financials

A. Investment Policy Modification and Approval

****MOTION to approve the Investment Policy as it is currently written as the new Investment policy of the Bel Marin Keys Community Services District**

Bill Euphrat was able to look over the investment policy, as was discussed in the previous Board meeting. The comments he had were based on the actual investment maturity date, recommending five year maximum maturity rather than a ten year. The CSD can invest in longer term options but the Board would have to specifically approve it in those cases. The Board decided to accept the policy as it is currently written with the recommended 5 year maximum maturity.

M/S: Chase, Lattanzio

Vote: Ayes: Montobbio, Ganas

Absent: Simpson

B. Fiscal Year 2015-2016 Operating Budget Review and Approval

*** *MOTION to approve the 2015-2016 Fiscal Year Operating Budget.**

The Fiscal Year 2015-2016 Operating Budget was revised as some cells were incorrect and some line items were renamed. Mr. Parent and the District Manager explained to the Board the change of the Additional Landscaping fund which now includes; landscaping tools, arbor maintenance and pet stations.

M/S: Ganas, Lattanzio

Vote: Ayes- Chase, Montobbio

Absent: Simpson

X. Updates on Projects of Interest

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

1. No parking request at the head of the unauthorized trail and use levee segment to connect to Hamilton.

The District Manager, along with Mr. Parent, talked with the attorney regarding the trespassing that is taking place on the levee. The "No Parking" signs are not as big of a deterrent as was expected. They also talked about the validity of the trail itself, as there are questions about ownership. Preliminary results show it is a "Proposed Bay Trail Link". Will get back to the Board in June with more information.

B. Bay Trail

See above

C. Sports Complex proposed at Hamilton

The biggest issues that will face BMK residents regarding the proposed sports complex will be noise and lights. The EIR is expected to come out in winter of 2016, followed by a public comment meeting. President Chase expressed his concern on how to effectively stop this development from happening. The Board agreed that this is an issue that needs to be addressed and discussed option on how to go about stopping the

development. The Board decided they would like to help the organization that is fighting against the Hamilton Sports Complex and give them any information the CSD has in regards to the environmental and safety factors of building on the landfill. The Board agreed to make this an action item for the next Board meeting, as well as discussing the issue further with the attorney.

XI. Open Forum

(Note: Public comments are restricted to non-agenda items, and a three minute time limit per person, per subject will be strictly enforced.)

XII. Adjournment

****MOTION: To adjourn the Board Meeting of May 21, 2015.**

M/S: Chase, Lattanzio

Vote: Ayes- Montobbio, Ganas

Absent- Simpson

Meeting adjourned at 8:35 pm