

BEL MARIN KEYS COMMUNITY SERVICES DISTRICT  
Regular Board of Directors Meeting

MINUTES

Thursday, October 16, 2014

Directors:

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

- I. Call to Order (PLEASE TURN OFF CELL PHONES): 7:33PM
- II. Pledge to the Flag
- III. Roll Call: Present- Lattanzio, Chase, Simpson, Ganas                          Absent: Montobbio
  
- IV. Approval of Minutes  
    **\*\* MOTION to approve minutes from the Regular Board meeting of July 17, 2014.**  
    M/S: Ganas, Lattanzio  
    Vote: Ayes-Lattanzio, Ganas, Simpson, Chase                          Absent: Montobbio  
  
    **\*\*MOTION to approve minutes from the Regular meeting of September 18, 2014 as modified by comments.**  
    M/S: Ganas, Lattanzio  
    Vice-President Lattanzio noted corrections to be made to page two (2) item nine (9) under District Engineering CLE change to the following deposition rate not deposition date. Second correction is on page six (6) item ten under AB 1995 Covenant Codes and Restrictions approved by Governor Brown, should read as follows, "and what majority approval of homeowners is needed for any changes to CC&R's and can we then enforce the current CC&R's."  
    Vote: Ayes- Ganas, Lattanzio, Simpson                          Abstain: Chase                          Absent: Montobbio
  
- V. District Managers Report  
    -The SDRMA Safety Consultant, Jim Emerson, was onsite and spent most of the day going over the safety questionnaire, as well as, going to various locations such as the lock, parks and ramps. He provided safety material that should be included in our safety programs handbook and he noted that said material should be reviewed by the Board.  
  
    -The State Controllers Financial Transaction report is completed and ready for submittal.  
  
    -LAFCO is preparing to begin a sphere of influence study which will include BMK and will include all the stakeholders.
  
- VI. District Engineering, CLE  
    A. Novato Creek Watershed Stewardship Program Update  
    B. North Lagoon survey  
    Mr. Cormier noted that the survey dates have been scheduled for the month of November and will be focusing on the outside of the lock and will also be surveying the

end moat since material was removed three years ago.

**C. South Lagoon Levee update**

**\*\*MOTION to re-appropriate funds from the General Budget-Additional Landscaping to the Project Improvement Fund regarding McAghon Landscape who is under a work order to perform top levee repairs to stabilize noted areas of concerns for the winter months in the amount not to exceed \$10,000.**

**M/S: Lattanzio, Ganas**

Mr. Cormier noted that he took advantage of the weather to do temporary repairs in areas which had a slumping event and also a drainage ditch which will shed water away from the lagoon back down towards the perimeter drainage ditch on the back side of the levee.

Vice-president Lattanzio asked whether there was a pipe that is sloped under the gravel. Mr. Cormier noted that there was no french drain; the material was incredible dense and excavated a foot with a grade pitch and placed drainage blocks. Mr. Cormier further noted that the areas of temporary repairs were the areas scheduled for 14/15 levee repairs.

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

**Absent: Montobbio**

**D. FEMA FIRM Map Update**

A meeting has been scheduled for October 28<sup>th</sup> with a representative from FEMA and the County to go over the map.

**E. Pacheco Pond Update**

Mr. Cormier noted that comments were submitted to Ms. Lewis for the Pacheco Pond water management plan study. He also noted he has reached out to Ms. Lewis for he has not seen a lot of tidal exchange in the pond in the past a couple of months. Director Ganas noted that he does not think this is full tidal water exchange. Mr. Cormier noted he was under the impression that the intention was to keep the gates open and only close them if the tides exceeded a six foot tide, similar to the approach we undertake at the last moat. Mr. Cormier will reach out to Ms. Lewis so we have a better understand what the management plan will be for the Pond.

Director Ganas asked whether comments were made with regard to the Hydrology report. Mr. Cormier noted he would check with Mr. Parent.

**F. License Plate Cameras Update-no update**

**VII. Waterways Manager Update**

**A. Lagoon Water Quality**

Mr. Cormier noted that the water clarity in the south is improving. He noted there is still a concentration of the dead man's fingers and the only way to get rid of them in via mechanical removal. With regard to the diffuser they have been delivered and will replace the dated ceramic head as well as the one head that was disconnected and diver will be onsite on the October 22<sup>nd</sup>.

**B. Aquatic vegetation**

There are no evidence of blooms in the north lagoon and will be doing an oxidizer application in south to combat algae, the muck away has a life spans 12-18 months and have plenty left over should an additional application is needed.

**C. Update on Flushing**

Flushing will be performed the week of October 20-23 and have three more event prior to the use of the fish screens.

**D. Buoy: Navigation marker replacement**-monthly maintenance was performed

**E. Update on North Lock Maintenance**-monthly maintenance was performed

**F. Update on South Lock Maintenance:**

The south lock survey has been schedule for the week of October 20<sup>th</sup>.

Vice-president Lattanzio asked about the replacement of Ken Butler if and when he decided to retire. Mr. Cormier noted that he and Mr. Wilson have been working very closely with Mr. Butler and are able to self performed; however, he does have a couple of options he can approach.

**VIII. Financials**

**A. Bond refinancing update**

The District Manager noted that NBS will continue to do the reporting to the IRS, and four accounts have been opened totaling an amount of \$800,084.00. Any surplus will go into the surplus account and will be used to cover any shortages in tax money.

**B. Audit for fiscal year 2013-2014 update**- no update

**IX. Bay Trail**

**A. Unauthorized trail exit update**

A letter will be written and sent to Supervisor Arnold with photograph and map overlay showing area of concern.

**X. Updates on Projects of Interest**

**A. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Project**-no update

**B. 8 Acre Parcel: Marin County Parks**-no update

**XI. Open Forum**-no comments

**XII. Adjournment**

**\*\*MOTION: To adjourn the Board meeting of October 16, 2014**

**M/S: Chase, Lattanzio**

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

**Absent: Montobbio**

Meeting adjourned at 8:10pm