

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

MINUTES

Thursday, September 17, 2015

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: Chase, Lattanzio, Simpson, Ganas, Montobbio**
- IV. Approval of Minutes**
 - ** MOTION to approve minutes from the Regular Board Meeting of August 20, 2015**
 - M/S: Lattanzio, Chase**
 - Vote: Ayes- Simpson, Ganas, Chase Abstain: Lattanzio, Montobbio**

V. District Managers Report

-The District has received \$2,338.40 interest payments for the Brown Act/Mandated cost for the period 1998-2002. There will be no issuance of reimbursement for the 2010-2013 fiscal years period due to the suspension to the open meeting law by the legislature back in 2012.

-The work on the front entry has begun and should be completed over the next week or so. We have no report yet as to what was the cause of the fire.

-The District was notified by the State Controller that there are two recent legislative changes related to the State Controller's Office (SCO) annual Financial Transaction Reporting effective fiscal year 2015/2016 as to how the filing is submitted and what additional information for parcel taxes will be required. The District Manager poke with Nick at NBS and they will continue to do the parcel tax reporting and submitting the additional information and the office will continue to do the general annual general transaction reporting.

-Gardener's Guild one year contracts is due to expire this month, and given that the pricing is still very competitive and under contract documents and the Districts discretion, we will extend the contract for a period of two additional years. I have scheduled a site meeting for next week with Gardener's Guild.

- The District Manger talked to Steve pointer and Jim Hale along with other members of the community and they are interested in getting together and looking at re-vamping the Emergency Response Committee. We are still reaching out to other residents to get this committee formed and active once again. We have a new FCC license for the radios and I have been in contact with Radio Amateur Civil emergency Services Auxiliary Communications Services (RACES/ACS) who is willing to assess the antennas and provide a lesson on the hand held radios.

-Sue Lattanzio is holding her annual Coastal Clean up on Saturday September 19th, if you are able to help please meet at Pacheco Pond at 9am.

VI. Hamilton Sports Complex

Director Montobbio introduced a resident , Maureen Langan, who is presenting information about the Hamilton Sports Field Complex. Ms. Langan informed the Board with some general information about the complex including: The plans for a 55 acre sports park with a stadium that will face BMK homes. As well as, a sports stadium, baseball fields and lights for night games with PA systems and concessions that sells alcohol. There are very powerful and experienced developers that are working on this project and they have asked that open spaces be redesignated to park land so they can build on it. They have paid \$10 for the lease. They want to create a training center for baseball players from all over to come and play. Ms. Langan explains petitions are good but there need to be more action if we want this complex stopped. More residents need to be educated on what the plans are and efforts need to be coordinated with the Hamilton residents who are also opposed to this project. Ms. Langan also spoke with Judy Arnold who has not seen the original plans and claims there was nothing that she could do.

Director Montobbio suggested informing residents and that Supervisor Judy Arnold is in attendance to a Board meeting. President Chase suggests that a Planning Advisory Board meeting be scheduled and comments that we need to make sure we are doing everything correct procedurally speaking.

A PAB board meeting is scheduled within the next week and all other discussion regarding the proposed Hamilton Sports Field Complex will be saved for that time.

VII. District Engineering, CLE

A. License Plate Cameras Update

The camera pole was ordered today. Installation date is scheduled for September 20th-28th.

B. North Lagoon

The survey will be done in October and permit in November 2017 for the project.

C. South Lagoon Levee

****MOTION to approve a contract in an amount not to exceed \$149,435 to Cerrudo Services for the 2015 South Lagoon Levee Repairs received in response to a request for proposals for said work.**

M/S: Lattanzio, Simpson

Mr. Parent noted that the District received three bids for the South Lagoon Levee project. Cerrudo Services fell within the responsible range of the engineers estimate. The work will include taking down barricades on the upper levee. The South Lagoon will be lowered on October 13th; the CSD office will inform residents of the change of lagoon levels. The project should be completed no later than November 10th.

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

D. Novato Creek

A meeting will be coordinated with the County of Marin to do an overview of the Novato Watershed Stewardship Program. The plan is to have a 1.5 hour meeting with a question and answer section to follow. The meeting will be combined with the regular CSD Board meeting and scheduled for Tuesday October 13th.

VIII. Waterways Manager Update

A. Lagoon Water Quality

No issues to report. Pacheco pond was opened up last week.

B. Flushing

Fish screen testing and maintenance is scheduled to make sure that they operate properly in the case of an emergency.

C. Aquatic vegetation

There have been some cases of Dead Man's Fingers in the Lagoons. We will monitor the natural drying off when the South Lagoon is lowered.

D. Buoy and Navigation Markers

No update.

E. Update on North Lock Maintenance

The gate number 2 motor is planned to be delivered next week. Installation is scheduled for the week of October 28th.

F. Update on South Lock Maintenance

No update.

G. Waterways Map Update

****MOTION: To approve the printing of 1000 copies of the updated waterways map.**

M/S: Ganas, Lattanzio

The advertisements for the maps will cover the cost of printing 1000 copies.

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

H. Emergency Response Update

****Motion to approve \$3,000 for emergency purposes and proactive action to obtain sand bags for Bel Marin Keys.**

M/S: Lattanzio, Chase

The Waterways Manager has engineered a plan for a sandbag wall in preparation for severe wet weather this winter. All bags and other equipment will be behind a fence.

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

IX. Landscape and Open Space Maintenance

A. Open space maintenance schedule

The beatification restoration is also still going on. Andy and a palm expert recommend that five of the palms can be saved. The plan is to hold off on removing them for a year to see if they can fully recover. It will be contingent in the insurance claim and remain open until that time.

A. Audit update

The audit is still going on and June will be on site next week. The bonds are taking longer to balance than what was originally thought. We are also looking to invest with the Bank of Marin within the next two weeks.

X. Updates on Projects of Interest

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

No update.

B. Bay Trail

1. No parking letter restriction from the County

The District received a response letter regarding what was previously submitted by District Counsel on behalf of the Board; to the Board of Supervisors, which recommended extending the "No Parking" restriction along Bel Marin Keys Blvd. We replied that we were in favor and asked that it be enforced by the Sheriff's department.

XI. Open Forum

No Comment

XII. Adjournment

****MOTION: To adjourn the Board Meeting of September 17, 2015.**

M/S: Chase, Lattanzio

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

Meeting adjourned at 8:47pm