

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: Monday, August 14, 2017

AGENDA

Directors:

Darrick Chase, President

Vince Lattanzio, Vice-President

Cheryl Furst

Mercy Angelopoulos

Mark Montobbio

- I. Call to Order, Please Turn Off Your Cell Phones (*approximately 7:30pm*): 7:30pm**
- II. Pledge of Allegiance**
- III. Roll Call: Present- Chase, Lattanzio, Furst, Angelopoulos, Montobbio**
- IV. Agenda Approval : approved as presented**

- V. Approval of Minutes**
 - **MOTION to approve the minutes from the Regular Board Meeting of July 20, 2017.**
 - M/S: Lattanzio, Furst**
 - Vote: Ayes-Lattanzio, Furst, Angelopoulos Abstain: Chase, Montobbio**

- VI. Open Forum : No comments**

- VII. District Managers Report**
 - The Expenditure Report for Measure A for period of July 1, 2016-June 30, 2017 is due by September 15th. A copy of the internal audit for July 1, 2015-June 30, 2016 has been provided, also included is the Park Bond Comparison provided by the County parks with regard to state park bonds legislation (AB 2444, AB18 and SB5) which could help County and local governments with local park improvements, the amounts are still being worked on. The Parks department is working on a Measure A meeting to go over the funds as well as updates to the proposed bonds and I will provide more information once a meeting date is set.

 - The installation of the Bahama Reef play structure has been completed. Mr. Fehring has begun the work for the all fitness installation at Sunset Park.

 - Received an inquiry with regard to dock replacement and the need for a site plan review from the County regardless if no permit is required. Also, receive an inquiry as to the allowable side set back and the County regulation for a required 15'foot setback and all property lines on lots less than 10,000 sq ft one story single family addition and

detached accessory structure. It was noted that the District has no involvement as one of the issues was raised as a dispute between neighbors.

-We had our National Night Out and had less of a turn out than last year; however, those who participated were very pleased with our efforts to bring the community together with public safety/law enforcement. The next event the ERT committee is working on is a fire extinguisher day and working with Fire King and setting a date for the event, which most like will be held on a weekend.

-The timer at Caribe Isle Park has been replaced and the irrigation is now back on.

VIII. Close Session Pursuant to Government Code § 54957(b)

A. Employee Evaluation Performance

M/S: Chase, Lattanzio

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

IX. Reconvene to Open Session Pursuant to Government Code § 5497.1 (a) (5)

****MOTION to convene to Open Session Pursuant to Government Code § 5497.1 (a) (5)**

M/S: Chase, Lattanzio

President Chase noted that the employee evaluation is confidential; however, the following can be reported. The Board agreed to assess the three year review and retro pay the difference to the following: fiscal year 2015-2016 the amount due is \$4,160, and for fiscal year 16-17 amount due is \$4,160 which addresses the hourly rate increases per each fiscal year. For 17/18 the hourly rate is increase to \$44 an hour.

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

X. District Engineering, CLE

A. Novato Creek/County of Marin

Mr. Parent noted that he is having a conversation with the Flood Control Zone 1 for participation in 2018 budget in assistance for flow structures to be installed in the creek.

B. North Lagoon Dredging Update

Included in the board packet is the Draft Lake or Alteration Agreement from the California Department of Fish and Wildlife, and restrictions if granted the approval. Mr. Parent noted that the conditions are very restrictive a given the raise concerns for species issues and at this point does not recommend accepting the agreement and will continue to work through this issue.

Mr. Parent had also reach out to the State Coastal Conservancy about possibly allowing for dredge material placement, however they are not permitted to take dredge material and possibly look at the burrow area as there is no species issues.

Mr. Parent noted that he has received two bids for the projects one from Dutra in the

amount of \$759,149 and Dixon Marin in the amount of \$674,500, both are over the engineers estimate and recommends rejecting the bids.

****MOTION to rejects the bids for the North Lagoon Dredge 2017.**

M/S: Lattanzio, Chase

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

C. Montego Park/ Measure A update

Mr. Parent noted that only one bid was received in the amount of \$958,528, which is over the engineer's estimate of \$350,000, and recommends rejecting the bid

****MOTION to rejects the bid submitted by Ghilotti Brothers, Inc..**

M/S: Lattanzio, Chase

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

Mr. Parent noted that the original development of Montego was to take care of the tennis court and address the flooding issue by raising the court to elevation 9 and recommends moving forward with the pickleball, tennis and basketball court this fall. We will not do the bocce court or the irrigation with project.

*****Motion to move forward with just the tennis court at Montego Park.**

M/S: Lattanzio, Chase

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

D. Limited Access to District Property

Mr. Parent noted that we are continuing with the limited access of District property and the next locations we are having issues with are Hudson Park. A conversation had begun with the Gardens and the abutting neighbors as we are looking to install a fence from property line to property line. The other area which is also an issue is Sunset Park; however, the usage has been reduced.

One other issue that has come up is the fuses are no longer working at the pane that support the median and the security camera and need to be replaced and upgraded.

****MOTION to approve up to \$5,000 for the panel upgrade that supports the median and security camera.**

M/S: Lattanzio, Chase

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

Vice-President Lattanzio noted that people continue to climb over the ramp gates and are causing damage to the gates. This is an issue not only at Bahama but all the other ramps and the locks.

****MOTION to increase elevation or install pigeon guards on the fences to eliminate further damage.**

M/S: M/S: Lattanzio, Chase

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

XI. Waterways Manager Update

A. Navigation Lock Coatings Update- no update

B. Buoy and Navigation Marker Update

Mr. Cormier noted that he has some buoys on reserve and has replaced those that have been damaged, as well as, installing new caps.

C. Damage Dock Assessment on the Creek and Lagoon Update-no update

D. Aquatic Vegetation Update

Mr. Cormier did a lagoon survey with DeAngelo Brothers testing the nitrogen and phosphates levels in the South Lagoon, as well as, deployed the first level of Lake Clear and mapped out locations for retesting.

E. Flushing/Flood Control Update- performed last week

F. Water Quality Update

The quality is improving in both lagoons. Will be collecting samples to be taken to Alpha lab and will be reaching out to residents with regards to limitation of the use of fertilizer in the lawns.

G. Box Culvert Gates Update

Mr. Parent noted that included in the packet is the drawing for the pre-cast concrete panel, 30 percent of the design was sent to the contractor for constructability. The motors have also been looked at they will work with the new design. A precast panel is the recommended fix and will be delivered onsite and the company is located in Redding.

Vice-President Lattanzio asked if this would be requiring a geotech and any issues with settlement. Mr. Parent noted that settlement is not an issue. Mr. Parent noted Mr. DeRuggeris is still making calculating to ensure this fix. The contractor will still need to fill 150 holes and remove growth.

President Chase asked what the extended life of the new panel and project would be. Mr. Parent noted that the goal is a 15-20 years. The Board agreed to move forward with the precast panel to move the projects forward.

Mr. Parent noted more information will be submitted at the September meeting.

H. CSD Workboat Update

The boat will be slated for painting and pulled out of the water.

I. Boat Ramp Gates Replacement of Circuit Board

****MOTION to approve the replacement of the circuit board in the amount not to exceed \$2,380.**

M/S: Chase, Lattanzio

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

- XII. Park and Open Space Maintenance Update**
A. Back Flow Replacement for Del Oro Lagoon Park
****MOTION to approve up to \$3,000 for back flow devise at Del Oro Park.**
M/S: Lattanzio, Chase
Vote: Ayes-Chase, Lattanzio, Furst, Montobbio, Angelopulos
- XIII. Financials**
We will begin the audit in September.
- XIV. Hamilton Sports Complex Update- No update**
- XV. Sub-Committees**
A. Emergency Response Team (ERT) Update-next meeting scheduled for August 21.
- XVI. Updates on Projects of Interest –No Update**
A. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects
B. Bay Trail
C. Pacheco Pond
- XVI. Adjournment**
****MOTION: To adjourn the Board Meeting of August 14, 2017**
M/S: Chase, Lattanzio
Vote: Ayes-Chase, Lattanzio, Furst, Montobbio, Angelopulos

Next regular meeting date: Thursday, September 21, 2017, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.

Meeting adjourned at 8:55pm