

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: Thursday, September 21, 2017

Time: 7:30PM

MINUTES

Directors:

Darrick Chase, President

Vince Lattanzio, Vice-President

Cheryl Furst

Mercy Angelopulos

Mark Montobbio

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

- V. Approval of Minutes**
 - **MOTION to approve the minutes from the Regular Board Meeting of August 14, 2017.**
 - M/S: Chase, Lattanzio**
 - Vote: Chase, Lattanzio, Angelopulos, Furst, Montobbio**

- VI. Open Forum (please observe a three-minute time limit): no comments**

- VII. District Managers Report**

The audit for fiscal year 2016-2017 is under way.

-The loan payment were made on September 1st in the following amount \$101,325.06 (Loan 1) and \$216,737.89 (Loan 2). The next payment is scheduled for March 1, 2018.

- The ERT is hosting a fire extinguisher day on Saturday, October 21st from 12-3 here at the CSD parking lot. The cost for re-certification is \$25 and a new unit is \$67. Fire King will be doing the re-certification. A flyer will be going out next week to the community.

-A pine tree at the Sunrise Lagoon Island is dead and will need to be removed. I will be coordinating with Adrian once the culvert gate project is complete to remove the tree.

-We have received concerns due to packages/items being taken front porches, as well as, items taken from resident's garages (which have been left open). We have been told these are "crime of opportunity"; however, the Sheriff's Department is asking residents to report the incident and any suspicious activity, and again remind residents to keeps doors locks to homes as well as vehicles.

-We need a member to replace Mr. Ganas on the Flood Control Zone 1; his term ends November 30, 2017. The appointment is a 4 year term.

-Closet doors are getting danged and need to be repaired are removed; the Board noted to removed and use the curtains to cover the tables and chairs.

VIII. District Engineering, CLE

A. Marin County Flood Control Update By Ernie Ganas

Mr. Ganas addressed the Board and noted the ballot measure for Measure E and impact it will have to Bel Marin Keys. The measure is a result of the watershed study, which the District spent a lot of time to go over with help from CLE and reviewing reports and most of the projects are generated from those reports. Fifty percent (50%) of the funds allocated are geared toward the lower Novato Creek. The District has 702 parcels which generate about \$33,000 dollars annually with new Measure. The Flood Control expects to receive a minimum of that twice a year with matching funds from grants. Mr. Ganas noted that the Measure AA is not a significant source of funding to be used for the projects outlined in Measure E and he anticipated Unit V to receive most of the funding as it geared toward wetland restoration. Mr. Ganas noted that the Flood Control has understood that they need to do something with the creek and widening it and opening up tidal prism to help scour the creek and reduce the need for dredging.

Vice-President Lattanzio asked if there was going to be and fiscal oversight committee. Mr. Ganas noted that yes there will be an oversight committee who is the policy committee. He also noted that part of that committee is the representatives from BMK who will take over his seat come November. He believes that this is the best chance for BMK to not have to get a bond measure for BMK every 10-15 years, granted the way Measure E was written is not the best and very vague. However, the BMK has been more engaged with the County and have a collaborative approach and gives BMK a seat at the table to get things done and benefit the community.

Mr. Ganas noted that the county fiscal responsibility has had some problems and has a lot of planners and have very few engineers and that has been a problem in the past, but Mr. Ganas noted the oversight committee will be a key. The county has been working on their construction management and has received very high response rated from the Water Board and the projects required matching funds and this is very realistic to get all funding required for the projects.

The projects are outlined on the watershed website and it provides a lot of useful information that is not presented in the ballot.

Vice-President Lattanzio asked is this will there be a need Long term for dredging? Mr. Ganas noted he believes that will be not be the case as you will be having more water flow and won't have these massive dredging rather spot dredge.

Director Montobbio noted that at the last meeting where Flood Control presented they noted there was no commitment for any projects south of 37 and wanted clarification as to what has changed? Mr. Ganas noted that county counsel has precluded any project being directly included in the ballot language and keep it as open ended as possible since they have no CEQA and no project can be stipulated, however, they what has presented was 50 perfect to lower baylands and have capacity in the creek for water the be carried out.

****MOTION to support Measure E and write a letter addressed to Flood Control and Board of Supervisors supporting the projects in the lower Baylands (lower Novato Creek) and working together to achieve the goals for the lower reaches.**

M/S: Chase, Lattanzio

A copy of the letter would also be sent to the Flood Control engineers. Mr. Ganas noted he would like to host a meeting on October 12th to address the impact of Measure E to the community.

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

B. North Lagoon Dredging Update-No update

C. Montego Park Tennis Court Project

Mr. Parent noted that at the last meeting received one bid from Ghillotti Brothers and came in just under a million dollars and the District only has \$126,000 sitting in Measure A with a matching fund coming out of the capital budget, but nowhere enough to meet the bid received number. At the Boards direction was to get the tennis court fixed and took a look and rejected Ghillottis bid and M. Contractors went to two tennis court contractors for a post tension slab. The dollar amounts are over the CUPCCA act, however, the governing body may adopt by a four-fifth vote to award a contract up to \$187,500 if it determines that the cost estimate is reasonable moving forward.

****MOTION to approve a contract to Savanio Company for an amount not to exceed \$106,500 for the construction of a new post-tensioned slab all purpose court at Montego Park.**

M/S: Lattanzio, Chase

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

****MOTION to approve an amount not to exceed \$48,930 to McAghon Landscape for the removal of the existing tennis court along with site work, including the installation and compaction of a lava rock base.**

M/S: Lattanzio, Chase

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

****MOTION to approve an amount not to exceed \$26,000 to Clearlake Lava for 550 cubic yards of specified type and sized lava rock, with said total cost to include transport to Montego Park.**

M/S: Lattanzio, Chase

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

D. Limited Access to District Property

Mr. Parent noted that in the agenda package was a letter received from Mr. Lawrence with regards to items he would like to address with the gate. The items were reviewed and we have already discussed some of the issues and we are in general agreement that the requests set forth by the Gardens HOA should be able to be accommodated by the District. The District will keep the HOA informed on the project as we move forward. The Board asked Mr. Lawrence if he had any question and none were asked.

E. Box Culvert Gates Update

Mr. Parent reviewed the over project and changes given the issues that have been raised with the concrete and efforts that were undertaken to drill around the re-engineer the gate attachments, and needing a new design. There is a claim for additional services relating to the new design and is currently being reviewed and additional information has been requested from the contractor. As it stands now the contract with Underwater Resources Inc was for \$95,095; pending claims \$48,000, precast was \$14,421, offloading new gate \$12,500, engineering cost \$48,505, slide gates \$45,000 and additional cost to implement the remedial design \$83,000 bringing the total cost of this project to \$346,321 and an overrun of \$133,799. The remedial design incorporates a new precast head wall which will be lifted and secured to the existing concrete culvert wall. The funding for this project has been paid out of Measure D and the overrun will be funded from three sources Projects Improvement Fund interest, Project Funds account and Measure D savings. The new schedule estimated a completion of October 25th.

IX. Waterways Manager Update

A. Navigation Lock Coatings Update- this item will be moved to the spring.

B. Buoy and Navigation Marker Update- this item will be moved to the spring.

C. Aquatic Vegetation Update

Mr. Cormier noted that we are coming out of the algae season and the products used to combat the algae have helped and will be looking at the extension of the aeration system in areas with poor circulation such as the back end of Dolphin Lagoon.

D. Flushing/Flood Control Update

E. Water Quality Update

The water quality is good and have noticed more grass shrimp and muscles.

F. CSD Workboat Update

Mr. Parent notes that we have an issue with one of the motors on the boat and it needs to be addressed and looking for the repair pieces. The Boat is still operable but do not want to strain the operable one motor.

****MOTION to approve an amount not to exceed \$4,000 for the motor work on the workboat.**

M/S: Lattanzio, Angelopulos

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

G. Boat Ramp Access- no issues

X. Park and Open Space Maintenance Update

A. Gardeners Guild Contract Update

The District Manager noted that given the experience of difficulty securing a contractor it was not in our best interest to put this on the street and not be able to find a contractor and have no services provided, therefore, a meeting was set with Gardeners Guild to go over the current contract and areas that have been lacking. Both parties understand that there is a lot of ground to cover and more man power is needed to address that and have asked for an additional crew member during the growth periods. Included in the agenda package the addendum which also outlines a 2.5% increase to the contract.

****MOTION to approve the Addendum to Gardners Guild Contract from September 30th, 2017 to September 30, 2018 with an option for the BMKCS D to extend said contract for an additional one (1) year period.**

Director Furst asked that is in the contract there is a clause for termination for conveniences if they are not performing to the standards? Mr. Parent noted that there is a clause.

M/S: Lattanzio, Angelopulos

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

B. Montego Park Berm

The District Manager noted the given the two past storm and flooding from the creek at the park it would be in the District best interest to create a berm to help with the flood waters as it is a low area and projects the playground, newly planted oaks and the picnic areas which all sat under water for months this last storm. We can then manage the rain water and drain it to the creek.

****MOTION to approve the construction of berm to aid in the protection of Montego Park during a flooding events in an amount not to exceed \$9,130 which includes a 10% project contingency. This project is to be paid out of the additional landscape budget item under the general operating budget.**

M/S: Lattanzio, Chase

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

XI. Financials –The audit is under way.

XII. Hamilton Sports Complex Update-No update

XIII. Sub-Committees

A. Emergency Response Team (ERT) Update

Upcoming event is the Fire extinguisher Day on October 21st from 12-3pm

XIV. Updates on Projects of Interest

- A. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects-no update
- B. Bay Trail- no update
- C. Pacheco Pond-New point of contact is Jenna Dixon.

XVI. Adjournment

****MOTION: To adjourn the Board Meeting of September 21, 2017.**

M/S: Chase, Lattanzio

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

Next regular meeting date: Thursday, October 19, 2017, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.