BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

Regular Board of Directors Meeting

Location: Bel Marin Keys Community Center, 4 Montego Key, Novato, CA 94949

Date: Thursday, July 26, 2018

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: resent: Chase, Furst, Montobbio Absent: Angelopulos, Lattanzio
- IV. Agenda Approval: Approved as presented
- V. Approval of Minutes

**MOTION to table the Minutes from the Regular Board Meeting of June 14, 2018 to next Board meeting.

M/S: Chase, Furst

Vote: all ayes Absent: Lattanzio

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

VII. Bank of Marin Investment Update, Deborah Smith

Ms. Smith noted that accompanying her was Jay Kellet who is also an independent financial advisor of over 22 years. She provided a background on the investments with Bank of Marin. She noted that the portfolio is high quality and given the investment policy that the District has there are a lot of restrictions. Mr. Kellet reviewed bond markets and yields and noted the estimates of what could be received if the bonds are held to its maturity. Ms. Smith noted that US Treasuries carry less risk than stocks and the majority of the portfolio is Municipal Bonds and Corporate Bonds and A ratings. The maturity rates range from 2018 to 2020 and about \$100,000 is kept liquid in the event funds are needed for a project.

VIII. District Managers Report

- -The fiscal year 2017/208 was June 30th and we begin the process with the end of the year audit.
- -Election notice for November 5, 2018. We have two seats on the Board coming up for election. Submittals are due to the County elections office by August 10th.
- All age fitness areas are almost complete. One item is no longer carried by manufacturer (recumbent bike for Bahama Reef); however, the playgroup company will be able to make it in house but not until the fall.

- -National Night Out is scheduled for Tuesday, August 7th. This year the Marin County Sheriff will not be helping out with food, however, we have set aside \$300 for food for the event from the office expense account.
- -Received a request to look at the power alternatives such as Marin Clean Energy. Resident noted that the County of Marin have moved to full clean energy and other agencies are following suit and would like to see the District move in that direction.
- -Received a request for any interest from the District to budget to have the Owl Project provide and place owl house throughout BMK to aid in rodent control. The cost per box is \$200 plus tax. A concern with this lies on the rodenticides and other pest controls that may be used by residents, as well, as maintenance of the boxes.
- -The Stop the Bleed event has been canceled due to lack of participants signed up for the event. We will look to do an event in the fall.
- -We have ordered a sign for Calypso Shores given the miss use of water at the ramp. The sign states "10 min maximum use-misuse of water will result in permanent removal and or revocation of boat access card."
- -We have 50 residents who have signed up for the multi court access. We are using the same key that operates the gates. The system takes about 20 minutes to activate the new card. Thus far residents have been very happy with the system.
- -We had a few paddle boats and floating devices that washed up to people docks and no owners to be found.
- -We continue to get calls from residents with regards to the algae blooms in the South Lagoon, unfortunately, the algae that blooms sits behind the docks where it is harder to treat the algae and it's unsightly.
- -PG and E will be onsite in the next 4-5weeks to do some tree work at the front entry by the meditation center.

IX. District Engineering

A. North Lagoon Dredging Update

Mr. Parent noted that he is moving forward with the environmental attorney and having them take a look at dredge disposal site and will have a review and recommendations as soon as all documentation is reviewed.

B. Montego Park Tennis Court Project Update

The Court is now open and in full use.

- C. Novato Creek Survey-Scheduled for October
- D. South Lagoon Levee-no update

E. Box Culvert Gates Project Completion Update

The final payments have been made and project has been closed out. The gate is now being exercised in the flushing events with no issues.

X. Waterways Manager Update

A. Navigation Lock Coatings Update

A sidewalk is scheduled for August.

B. Navigation Lock Maintenance Update-No update

C. Novato Creek Navigation Seminar Update

There were two very successful creek navigation seminars, both with a turnout of over 30 people. If any residents are interested in learning more about navigating the creek, Mr. Cormier is available by appointment to go over the information with you. All sources can be found on the CSD website.

D. Buoy and Navigation Marker Update

Two buoys in the North lagoon have been replaced and Mr. Cormier is being proactive by doing rounds and checking on buoy conditions in both the north and south lagoons

E. Aquatic Vegetation Update

Continuing to attempt to get ahead and anticipate blooms of the algae. Phycomycin (an organic algaecide) is still being used to treat specific locations where the algae has accumulated. Will be looking to get information out in the Neighbor to Neighbor about organic solutions for dealing with the issue and best ways manage the algae. Also a map of locations where algae growth seems to be occurring the most is being put together in order to better deal with the issue Mr. Cormier asks that people be proactive in letting him know when algae growth is occurring.

F. Flushing/Flood Control Update

Mr. Cormier stated that we are currently flushing.

G. Water Quality Update

Water quality is good. We are experiencing good clarity in the south lagoon.

H. CSD Workboat Update-no update

I. Damaged Docks

Assessments of the docks have been done in the creek and both lagoons. There have been a couple of docks which have been designated as having issues and notice was sent to the owner to rectify the issue, however, the District has no police powers and hard to make residents comply. The District is willing to assist residents who are looking for assistance to remove derelict docks; bur will not do the actual removal process.

Member of the audience noted that this is a problem as certain docks are in such bad shape that constant pieces of foam end out in neighbors yards and in the middle of the lagoon and create a hazard for boaters. The CSD is then responsible for cleaning up the waterways and spending taxpayer's money to clean up after certain individuals who do not maintain their docks. If they cannot maintain them they should be removed.

XI. New Business

A. Parking Enforcement/Restrictions on Dolphin Isle

Resident Postel noted that over the past five (5) years that he has notice the area between Del Oro and the Dolphin boat ramp, has become a storage facility for RVs, boats being worked on, boat trailers, and construction trucks and trailers. This is not only an eyesore, but a significant safety hazard. Visibility from Dolphin to Del Oro is severely reduced in both directions by people parking at or near the corners. It has also resulted in countless near miss motor vehicle accidents at the intersection because of the high rate of speed Del Oro residents travel on the street. The issue has been brought to the Sheriff's office with no results and only parking enforcement is the result of citizen complaints. He also noted that calling the Sheriff constantly for these violations is also a waste of resources. Even with complaints, there is no relief, simply occasional yellow warnings which result in trailers being simply moved forward, back, or across the street. He noted it is time for the CSD to request a change in parking regulations on the stretch of Dolphin Isle from the boat ramp to Del Oro Lagoon. Trailer and RV parking should be limited to 4 hours, with NO OVERNIGHT PARKING allowed. Additionally, a red zone needs to be established at the corners to allow adequate visibility for vehicles, bicyclists and pedestrians.

Member of the audience noted that there have constant complaints about the parking and safety of the street and a petition is being worked on and will be circulated to ensure this issue is addressed. She noted that this street is the not only street that has issue with the excessive parking and has noticed it in other areas such as Montego Park, the Boulevard and the end of Del Oro.

Member of the audience noted that the ramps should be red tagged and no parking for more than two hours as there have been instances where a trailer is left behind and makes it harder to back up into the ramp to launch a vessel.

President Chase noted that he understood the request and did not know as an immediate solution to the problem, however, asked that this issue be brought up to the County of Marin Traffic and Roads to look at possibility of a restriction on the certain areas such as the boat ramp, parks and open areas that are being abused.

**MOTION to add as an ongoing agenda item and start a conversation with Marin County.

M/S: Chase, Furst

Vote: All ayes Absent: Lattanzio

XII. Old Business

A. Office Ramp Replacement Update

The materials quote that was looked at where a non starter for the amount of square footage being looked at. Going back an looking at alternative options.

XIII. Park and Open Space Maintenance Update

A. Tree Assessment On All District Property Update

We continue to look at the open spaces which have issues with overgrown vegetation
and trees that need to be pruned or removed due to structural issues. In some areas the
Beefwood branches are easily broken in strong winds.

XIV. Measure "A" Parks/open space Improvements Update-no update

XV. Financials

XVI. Sub-Committees

- A. Emergency Response Team (ERT) Update
 - 1. Proposed Budget for 2018-2019 Update
 - a. Storage box at Montego Park

The District Manager noted the request form the committee to add a 10 by 10 connex box at Montego Park to distribute some materials and have a distribution other than Calypso and the office.

The Board noted that other areas in the community need to be looked at as all emergency supplies are now sitting in the North Lagoon (Calypso and CSD building) and there is nothing in the south. They will not move forward with the request.

XVII. Updates on Projects of Interest

- A. State Legislation Policies which may Impact Special Districts-no update
- B. Hamilton Sports Complex Update-no update
- C. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects- no update
- D. Bay Trail- no update
- E. Pacheco Pond-no update

XVI. Adjournment

**MOTION: To adjourn the Board Meeting of July 26, 2018.

M/S: Chase, Montobbio

Vote: All ayes Absent: Lattanzio

Next regular meeting date: Thursday, August 16, 2018, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.