

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, June 14, 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*): 7:32pm**
- II. **Pledge of Allegiance:**
- III. **Roll Call: Chase, Lattanzio, Montobbio, Angelopulos, Furst**
- IV. **Agenda Approval: Approved as presented**
  
- V. **Approval of Minutes**
  - \*\*MOTION to approve the minutes from the Regular Board Meeting of April 19, 2018**
  - M/S: Chase, Lattanzio**
  - Vote: Ayes- Chase, Lattanzio, Montobbio, Angelopulos, Furst**
  
- VI. **Open Forum (please observe a three-minute time limit): No comments**
  
- VII. **Recology Sonoma/Marin Update on Service**

John Ratto, Senior Operations Manager for the Sonoma/Marin area with Recology came to speak about the service issues with the current services being provided by Recology, including but not limited to delays and miss pickups. He noted that Recology has not been acting at the level of service that he would expect from a business. Mr. Ratto pointed out that there have been difficulties with handling the switch over from Novato Disposal Services and the amount of trucks/employees was not enough to cover the area that is required of them. To remedy this they plan to add 2 full time driving employees and another part time. Also more trucks will be put to working condition so that if there is a reason for a truck not to go out for a route that day, there is a back up. In addition Recology is using software to maximize their productivity in regards to their routes, as the current routing system is out dated.

Dee Johnson, Household and Hazardous Waste Program Coordinator, of the North Marin Sanitary District addressed the billing issues and stated that the overall purchase took about six (6) months and NMSD did not have control over the company when the issue occurred. She noted she did not have specifics of the pay options that were in place before and would send the District office the website to where residents can sign up for online payments. She noted that the current system does not have a pay in full for a year and receive a discount, rather residents can sign up for recurring auto pay.

## VIII. District Managers Report

-The work plan for fiscal year 2018/2019 for Measure A has been submitted and awaiting the audit for fiscal year 2017/2018. The estimated funds to be received for 2018/2019 is \$59,675.88

-The end of our fiscal year 2017/201 is June 30<sup>th</sup> and we will be closing the book by the end of the mid July. We will then proceed with the end of the year audit.

-Have have engaged a new bookkeeper who is shadowing Amy until Amy departs next month. Per Junes (our auditors) recommendation in our last audit (16/17) we are also moving forward with a consultant that will check the books quarterly to ensure that all closing entries and all accruals are properly posted and recorded to ensure a smoother audit trial.

-Received complaints with boaters speeding in the no wake zones in the north and south lagoon. We will add a notice on the marquee and the newsletter reminding boaters of the "no wake" zones.

-Election results are being confirmed on June 15<sup>th</sup> all indicated Supervisor Arnold will continue in her seat.

-Received a call from California Special Districts Association (CSDA) who have been monitoring Bill 2258, relating to the Local Agency Formation Commissions (LAFCO) efforts to provide grants to LAFCO's to support their work, however, oppose the cross- reference to Govt Code Section 57075 (line 23, page6) which could disenfranchise local residents by unnecessary increasing the protest threshold 150 percent for most LAFCo's initiated actions funded by the new grants created by this measure. The CSDA is asking to amendment to this section as the CSDA has concerns that the bill raises the protest threshold for actions initiated by a LAFCO from 10 % to 25%. CSDA is concerned that AB 2258 would set up a scenario where a community facing a LAFCO action funded by a grant under this program would have less of a voice than a community facing a LAFCO action funded by the LAFCO ( ie consolation of services study or annexations). Additionally, raising the threshold to 25% could make it virtually impossible for local residents to maintain self-determination with regard to who governs them. They have asked that we help by calling Senator Mike McGuire as he is the last stop before the committee hearing on the 20<sup>th</sup>.

-Park benches have been added to Sunset Park and Bahama East.

## IX. District Engineering

### A. North Lagoon Dredging Update

An environmental attorney has been engaged and looking that the issues with the DMMS. An update will be provided in July. Mr. Parent has had a conversation the State Coastal Conservancy (SCC) on the placement of material on BMK V, however, that may not be feasible given the SCC does not have the proper permits, as well as, the overall cost for the prepping the site for material placement.

### B. Montego Park Tennis Court Project Update

The tennis court is at its final stages of completion. One item still pending is the cleanup work that was done to level the gravel area in front of the tennis court where the future bocce courts will go. Residents looking to get access to the multi-court will be allowed via their boat ramp card and a waiver will need to be signed.

**\*\*MOTION to approve \$3,754 for court clean up and regarded to McAgnon**

**Landscape.**

**M/S: Lattanzio, Chase**

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

**C. Novato Creek Survey**

The tide gauges that have been purchased by the County Flood Control will be installed but Foth/CLE in the next couple of weeks.

**D. South Lagoon Levee**

The survey data is being reviewed.

**E. Box Culvert Gates Project Completion Update**

The final close out of the project included the cost for the crane service, traffic control and additional support brought in by the contractor. In the final cost it also includes about 5 days of field work to re-set the gates, test system and removal of the creek side diversions.

**\*\* MOTION To approve an amount not to exceed \$54,659.18 to close out Global Diving and Salvage contract.**

**M/S: Lattanzio, Chase**

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

**X. Waterways Manager Update**

**A. Navigation Lock Coatings Update**

The project is scheduled for early to mid fall and will fall.

**B. Navigation Lock Maintenance Update**

The issue with the doors has been resolved at the North Lock where the lagoon gate was not closing all the way. There is a lot of pressure on each door and adds to the sensitivity of the controls.

**C. Novato Creek Navigation Seminar Update**

Have two successful events and looking interest in a third event. Residents who would also like a one on one can schedule a time.

**D. Buoy and Navigation Marker Update**

Muscle are coming back in the South lagoon and adding weigh on the buoys, each line has been cleaned.

**E. Aquatic Vegetation Update**

There has been an increase amount of algae in the South Lagoon, and visible signs in the North. The higher temp in the lagoon and clarity increase the growth of the algae. Although, algae removal is not feasible from the operation of the District, residents can remove algae and put in there green waste container. Both lagoons have been treated with the Ecoboost and Muck Away.

**F. Flushing/Flood Control Update-performed this week.**

## **G. Water Quality Update**

Water quality in both lagoons are good.

## **H. CSD Workboat Update**

looking at alternative location for the repairs other than the boat ramp. The boat is also due for an engine overhaul, it has been eight (8) years since it was purchased.

## **XI. New Business**

### **A. Parking Restrictions/Enforcement on The Streets**

Resident Kirk Hylan addressed the Board with issue that came up while the parking enforcement came around ticketing trailers. He noted that his trailer and his neighbor were ticket and no one else on the block was. He found out that the ticket was due to the trailer not being registered to the address. He brought this issue up the County as he felt he was being targeted and was looking for change to the County Ordinance 15.36.030 and ask for an exemption to the 72 hour rule. He also brought up the idea of having a decal sticker for all trailers that would then be registered with the office, in the event another issues comes up.

The District Manager noted that the issuing decal may not be an issue; the issue is whether or not every officer would stop by the office to check the list or if event happens after office hours and how do you then deal with residents who take advantage and don't park in front of their property.

The Board noted that it seemed to be a matter of registration update and the Parking Enforcement. The streets are owned by the County and they have enforcement over them.

## **XII. Old Business**

**A. Office Ramp Replacement Update**-update at the July meeting

## **XIII. Park and Open Space Maintenance Update**

1. Tree Assessment On All District Property Update

A list of trees that need to be removed and trimmed has been drafted and will seek removal and trimming next month.

## **XIV. Measure "A" Parks/open space Improvements Update**

The all age fitness areas have been site prepped and installation of equipment will begin in the next week or so.

## **XV. Financials**

**A. Review and Approve Proposed Budget for Fiscal Year 2018-2019**

**\*\*MOTION to approve the budget for Fiscal Year 2018-2019 as presented.**

**M/S: Lattanzio, Chase**

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

**B. Review and Approve Proposed Measure D Budget for Fiscal Year 2018-2019**

**\*\*MOTION to approve the budget for Fiscal Year 2018-2019 for Measure D as presented.**

**M/S: Lattanzio, Chase**

Within the memo presented to the Board is the list of projects being scheduled for upcoming fiscal year as were and those projects due in 2019/2020. The goal for funding is

save half of the parcel tax monies received each year and spend half, therefore, self funding each project.

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

**XVI. Sub-Committees**

**A. Emergency Response Team (ERT) Update**

**1. Proposed Budget for 2018-2019**

**\*\*MOTION to approve the ERT budget for Fiscal Year 2018-2019 as presented.**

**M/S: Lattanzio, Chase**

One item the ERT committee has discussed and added to their budget is a connex box to distribute supplies/equipment and have it at Montego Park. The committee has looked at 10 foot by 8 foot box which can be delivered. The Board asked to also look at smaller units to be distributed thorough the community (lock, Montego Park, ramps, cul de sac and ect), as well as, an inventory list of what resources are at each location and contacts for committee members and block captains.

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

**XVII. Updates on Projects of Interest**

- A. State Legislation Policies which may Impact Special Districts- Letter to be sent to Senator McGuire with regard to AB 2258 relating to LAFCO as presented under the District Mangers report.
- 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 June 14, 2018.**

**M/S: Lattanzio, Chase**

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

**Next regular meeting date: Thursday, July 19, 2018, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.**