

# 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, October 18, 2018

**Time:** 7:30PM

### AGENDA

#### Directors:

**Darrick Chase, President**

**Vince Lattanzio, Vice-President**

**Cheryl Furst**

**Mercy Angelopoulos**

**Mark Montobbio**

**\*\*\*Members of the public who have special needs and would like to attend our meeting please notify our office at (415) 883-4222 seven(7) days in advance as to your needs and our office will make every reasonable effort to accommodate them.\*\*\***

**\*\*\*\*Please note that any material related to an item on this Agenda submitted to the CSD Board of Directors after distribution of the agenda packet are available for public inspection in the District's office at 4 Montego Key, Novato CA, 94949 during the normal business hours.**

- I. Call to Order, Please Turn Off Your Cell Phones (approximately 7:30pm):**
- II. Pledge of Allegiance:**
- III. Roll Call:**
- IV. Agenda Approval:** *(The Chair or designee will consider any requests to remove or rearrange items by members)*
- V. Approval of Minutes**
  - \*\* MOTION to approve the minutes from the Regular Board Meeting of September 20, 2018**
- VI. Open Forum (please observe a three-minute time limit)**

*( Note: Public comments are restricted to non-agenda items, or request consideration to place an item on a future agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Board at this time as a result of any public comments made.)*
- VII. District Managers Report**
- VIII. District Engineering**
  - A. North Lagoon Dredging Update**

Currently doing a biological assessment that is planned to be completed mid/end of December.
  - B. Novato Creek Survey**

Actual surveying of the creek was completed last week (10/8-12), currently compiling and finalizing the report should have a rough draft ready for presentation by mid January. With this new survey we can compare it to the last one (from 2016) to see how the channel has shifted.
  - C. South Lagoon Levee**

The project of repairing the levee is being pushed to fall of 2019. In terms of soil erosion and maintenance, there is little to no change from last year.

**D. Encroachments of District Property**

The main issue is that residents are unsure of where the boundaries lie, but the people that the district has reached out to have been responsive in fixing the encroachment issues.

**IX. Waterways Manager Update**

**A. Navigation Lock Coatings Update**

Mr. Cormier informed us that we are continuing on schedule with the lock coatings.

**B. Navigation Lock Maintenance Update**

The pricing for valves came back lower than expected with the total cost being \$948. They may take some time to fabricate, but we will be purchasing 5 of them to replace, and have in storage, in case the issue arises again.

**C. Buoy and Navigation Marker Update**

We put new outer creek channel markers on the East side of the channel and are currently working with the Coast Guard to get markers on the West as well.

**D. Aquatic Vegetation Update**

Summer season as well as algae season is coming to an end. The lagoons are about 64°/65° and things are starting to die. This summer we had significant decrease in blooms and actually have extra vegetation control substances in storage for next year.

**E. Flushing/Flood Control Update**

A flushing event will happen next week, we skipped the first flushing of the month because the Novato Creek Survey was taking place.

**F. Water Quality Update**

The water quality is continuing to be very good.

**G. CSD Workboat Update**

***\*\*Motion to approve \$25,000 for the removal and coatings***

Lind Marine has a dry dock which will allow us to keep the boat in the water and get the work we need done on it. They will be working on some other projects and gave us permission to “piggyback”.

**X. New Business**

**A. Assembly Bill 1995 (Levine) to add enforcement of conditions, covenants and restrictions (CCRs), request from LAFCO for update on pursuing application or dismiss.**

***\*\*ACTION as Required***

We are asking for 3-6 months to go back and engage with them to see what our options might be. There will be more of a detailed update for next meeting.

**XI. Old Business**

**A. Office Ramp Replacement Update**

Mr. Parent stated that Mr. MacDonald has been coordinating with Vice-President Lattanzio finding more cost efficient options that still have a professional look. We have a proposal that will cost \$9,000. Next meeting we will have a visual of what the end product will look like.

**B. Parking Enforcement/Restrictions on Dolphin Isle, All Community Parks and Boat Ramps Update**

***\*\*ACTION as Required***

Last week District manager Camargo met with a parking representative from the county. He is asking for

a prioritized list of what work we want to see done in the community, and he will see what he can do from there. District Manager Camargo wanted to emphasize that this process will not happen in a week.

**XII. Park and Open Space Maintenance Update**

Mr. Parent informed us that he is continuing work on the Gardeners Guild contract that is still enact until September 2019, we put them on formal notice from the CSD and will continue to monitor the work to ensure the contract is being upheld.

**XIII. Measure “A” Parks/open space Improvements Update**

District manager Camargo sent in the expenses from the 2017 fiscal year. In the first week of November we will be sending in our 2017 Audit.

Bocce ball is planning to be added to Montego Park in September 2019. Subcontractor plans will be due in March.

**XIV. Financials**

District manager Camargo informed us our Audit on site meeting is scheduled for November 5<sup>th</sup> and the state reports deadline is January 15<sup>th</sup>.

**XV. Sub-Committees**

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

President Chase informed us that it is critically vital the ERT gets organized. In the highly likely situation of a natural disaster or emergency occurring, people need to know what to do. In the event no one from the board or office is present the general public will still know what to do. Preferably a large binder that will assist any reader in organizing the after math to safely and efficiently help the community.

**XVI. 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**

Fall 2019 they will be starting construction on the Wetlands Project.

**D. Bay Trail**

No update.

**E. Pacheco Pond**

The signs that were continuously getting vandalized were replaced with ones that have a resistant coverage. The county has also been very responsive with the removal of dumped items at the Pacheco Pond parking lot.

**XVI. Adjournment**

**\*\*MOTION: To adjourn the Board Meeting of October 18, 2018.**

**Next regular meeting date: Thursday, November 15, 2018, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.**