

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, January 23, 2020**

**Time: 7:30PM**

**MINUTES**

**Directors:**

**Vince Lattanzio, President  
Darrick Chase, 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: Lattanzio, Montobbio, Furst, Angelopoulos      Absent: Chase**
- IV. Agenda Approval : Approved as presented**
- V. Approval of Minutes**
  - \*\* MOTION to approve the minutes from the Regular Board Meeting of November 21, 2019**
  - M/S: Lattanzio, Angelopoulos**
  - Vote: All ayes                      Absent: Chase**
- VI. Open Forum (please observe a three-minute time limit)**

Mr. Sandy Skolnic thanked the board and staff for the work they do for the community.
- VII. District Managers Report**

-Mr. Goralka, Traffic Division, who was heading the stripping on the Blvd for the speed calming has retired and have been referred to Mr.Navel.

Received press release from the County that the radar speed sign pilot program would begin 1<sup>st</sup> of the year, however, receive notice from roads that signs for Bel Marin Keys will be placed after the initial three months (around the beginning of April) on Westbound Bel Marin Keys. After six months (around the beginning of July) the location will change to Eastbound Bel Marin Keys.

-Tax remittance scheduled for December 15<sup>th</sup> was received and the following amounts were received:

- General Operating \$275,142.47
- Measure D (Parcel tax) \$274,668.73
- Measure E (loan) \$124,230.28
- Measure F(loan) \$251,165.11

-Next loan payment is scheduled for March 1<sup>st</sup> on 2020 and they mature in 2022. This was an 8-year term which was initiated in June of 2014.

-Received complaint with regards to short term rentals which have raised concerns to parking issues, noise levels and users of the waterways not following rules. Resident has reached out to the County as that is the enforcement agency and they noted the following:

- 1.The County's current short-term rental ordinance was approved as a two-year pilot, adopted on August 7, 2018 and sunsets on August 7, 2020 - unless extended by the Board of Supervisors.
- 2.Supervisor Arnold is interested in hearing from BMK on feedback regarding any short-term rental restrictions (if any) for a county-wide ordinance.

## **VIII. District Engineering**

### **A. North Lagoon Dredging Update**

There will be sign plans and specifications brought to the board in April or May

### **B. Novato Creek Update**

The survey is planned to be conducted in April or May. The water quality in the creek was down at the time of the scheduled flushing event and thus postponed, next flush will be in February weather permitted.

### **C. South Lagoon Levee Update**

Mr. Parent stated that he has been in contact with Riley Hurd regarding the acquisition of the South Lagoon Levee from the State Coastal Conservancy. Mr. Hurd will be looking over deed restriction and what we received from the SCC. He will then reach out to them on the board's behalf, looking to solidify items they sent as to how to proceed and what costs of the process will be paying by what party.

### **D. Measure D Meeting Update**-No update.

### **E. Highway 37 Technical Advisory Group (TAG)** No update.

### **F. District Asset Planning Maintenance/Procedures Project Update**

Mr. Parent and District Manager are looking into the GANN limit, as well as, property tax allotments an update will be brought to the board in February.

## **IX. Waterways Manager Update**

### **A. Navigation Lock Maintenance Update**

Mr. Cormier stated the draft of the control systems for the navigation lock was received from DTSC. Mr. Cormier, Kevin Tweed and Ken Butler will all be working on this update.

### **B. Buoy and Navigation Marker Update**

Pushing to late February or early March. The work boat is vital for the install and we are waiting until the cleaning project is complete to go forward with the buoy install.

### **C. Aquatic Vegetation Update**

With the lowering temperature we are seeing less and less vegetative life in the lagoon.

**D. Water Quality Update**

The next lab results will be in late February / March.

**E. CSD Workboat Update**

The crane will be on site Tuesday. Calypso will remain open for use but residents will not be able to turn around inside the boat ramp and will have to turn on the street and back in. The ramp will only be limited for one to two weeks in order to remove motor and do necessary cleanings.

**X. New Business** No update.

**XI. Old Business**

**A. LAFCO Municipal Service Review draft 2019 Update**

Comments were due in January, and the report will be sent to the commissioner in February.

**B. Parking Enforcement/Restrictions All Community Parks and Boat Ramps Update**

All boat ramps have been red tagged. We are waiting on the tag by the park and will keep the board updated on the community's response

**1. Portable Radar Driver Speed Signs Pilot Program**

The radar speed signs should be in Bel Marin Keys for the last six (6) months of the year, starting in July. They will spend three (3) months on one side of the street and then three (3) months on the other. The speed signs will then be collected, and data will be used to make decisions later on.

**C. Pacific Gas and Electric Transmission Tower Foundation Inspection in the Third Moat (Del Oro Intersection)**

Pg&E postponed until March or April, the Board will be updated.

**D. License Plate Reader Camera upgrade**

The current provider for our cameras has proven to be unresponsive. We are now working with a new company Electronic Innovations on the license plate reader and possibility to install additional reader that will capture plates leaving and entering the community.

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

**A. Bocce Court Update**

The contractor needs two weeks of dry weather in order to complete the install, other than that we are ready to go, looking like our earliest possibility will be the second week in March. The water fountain is set for install as well.

The previously installed sump pump has been working exactly the way it should be, no issues thus far.

**XIII. Financials**

**A. Audit completion for Fiscal Year 2018-2019**

District Manager has a scheduled conference call this Wednesday to go over board comments on the Audit and changes to how we are disclosing our District owned and maintained property. An update will be provided in February.

**XIV. Sub-Committees**

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

ERT will be meeting in February and will provide an update to the board following.

**XV. Updates on Projects of Interest**

**A. State Legislation Policies which may Impact Special Districts**

No update

**B. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects**

No update

**C. Bay Trail**

No update

**D. Pacheco Pond**

Before Christmas it was noted that Pacheco was not draining as usual. The county was made aware and a contractor should be coming out soon to fix the issue, as it stands even with the coming storms there should be no effect on Bel Marin Keys.

**XVI. Adjournment**

**\*\*MOTION: To adjourn the Board Meeting of January 16, 2020.**

**M/S: Lattanzio, Furst**

**Vote: All ayes**

**Absent: Chase**

**Next regular meeting date: Thursday, February 20, 2020, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.**