

BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

Regular Board of Directors Meeting Notice

Date: Thursday, August 20, 2020

Time: 7:30PM

Minutes

Directors:

Vince Lattanzio, President
Darrick Chase, 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: Present- Lattanzio, Chase, Angelopulos, Montobbio Absent: Furst**
- IV. **Agenda Approval:** Agenda approved as presented
- V. **Approval of Minutes**
 - ** MOTION to approve the minutes from the Regular Board Meeting of July 23, 2020**
 - M/S: Lattanzio, Chase**
 - Vote: Ayes- Lattanzio, Chase, Montobbio, Angelopulos Absent: Furst**
- VI. **Open Forum (please observe a three-minute time limit): no open forum comments**
- VII. **District Managers Report**
 - Received a potential request for the idea of a “coffee truck” that would be post COVID-19 and that would be placed at the community center parking lot during the weekends from 7am to 11am. The hope is that this would be a great place to meet friends before the start of the weekend and a place for residents to socialize. The “truck” would be in compliance with all County and BMK regulations. This is just an idea and will bring back later.
 - Received potential claim damage to sewer lines from trees on District property. The claim has been submitted to insurance carrier.
 - Complaints received from residents next to various open spaces where non-residents are using to launch kayak, fish and swim offshore. We have added signs at four locations; however, they seem to seek another open space/park to use. We will continue to post signs and will follow up with the Marin County Sheriff, as well as Fish and Wildlife for the fishing which is taking place late at night.
 - Received complaints with regards to boaters not following the “No WaKe” zones and speeding through these areas. Notice will be added to the newsletter as well as on the District website.
- VIII. **District Engineering**
 - A. **North Lagoon Dredging Update**

Funding for dredging project would be through the investments, as well as the current funds in waterways checking and savings which to date hold \$1,609, 418 (all three

accounts). We anticipate the waterways regular spends through November 2021 at \$275,000, north lagoon dredge at \$675,000, DMMS prep at \$75,000, and construction management/ incidentals at \$75,000 for a total of spends \$1,100,000.

Three bids were received and planning the work for 2021. All bids reflected said change. Three competitive bids all of which were qualified for the type of work being undertaken. The bids included mobilization and demobilization, dredging the creek culvert area, dredging the north lock entrance and north lagoon. The Bidders were Dixon Marine Services, Inc at \$848,469.59, Ahtna Design Build Inc at \$698,824.00 and Lind Marine at \$675,000.00. The bids are under review for the next 60 days and will bring back recommendation for the Board at the next meeting.

B. Novato Creek Update

The survey is completed, and data being processed, and that data will also show a more accurate placing for the out-channel buoys markets the waterways managers is setting up. Data will also reflect more current mud accretion numbers for the dredge project.

C. South Lagoon Levee Update

Post Covid-19 restriction we anticipate holding a community meeting as to what it would be moving forward with potential levee purchase.

D. District Asset Planning Maintenance/Procedures Project Update

An update road map will be brought in September as we have also reached out to NBS who for the community outreach portion as they were involved with the last bond measure.

E. Boat Ramp Access Ordinance Review/Update Information to Mariners on Waterways Rules and Regulations

The District has received several complaints with regards to the disregard for the waterway's rules by many boaters this season and the amount of damage to docks. President Lattanzio noted that the maps need to be updated, as well as, looking at the ordinance what were drafted many years ago and need to be revised. He asked that a subcommittee be formed so that community can review the ordinances and tackle the waterways regulations.

The Board agreed to form this committee to address not only the waterways but the open space and parks as well. Director Angelopoulos and President Lattanzio volunteered to be part of the subcommittee. The committee will consist of the District staff, District engineer, and two Board members (Lattanzio, Angelopoulos).

IX. Waterways Manager Update

A. Navigation Lock Maintenance Update

The locks are running smooth and no major issues

B. Buoy and Navigation Marker Update

The outer channels buoys are on hold until the creek survey data is finalized. Have

continued to replaced buoys in both lagoons, as well as realigning buoys that have shifted out of the ski patterns.

C. Aquatic Vegetation Update

Both lagoons are doing well, although we have noticed algae blooms in the south lagoon. The MuckAway was performed and continue to monitor as wells as doing additional mini flushing event s to held circulate the water column.

D. Water Quality Update

Water quality is good and the salinity in the lagoons is comparable to the bays and that is more conducting for bivalves and muscle growth, which is a great natural filtration system for the lagoons and water quality.

E. Calypso Shores Boat Ramp Dock Replacement Update

The request is in que and will be the same footprint as the Dolphin dock.

X. New Business

A. Grand Jury Report

The District was not audited, however, in response to the report we will be reformatting the link for the compensation for all board members and District staff under the R7 finding, as well as, reviewing R1-R6 and implementing in the future.

****MOTION to approve the repose to the Grand Jury Report titled “Follow up Report on Web Transparency of Agency Compensation Practices”**

M/S: Lattanzio, Chase

Vote: Ayes- Lattanzio, Chase, Montobbio, Angelopulos

Absent: Furst

B. Eagle Scout Project submitted by Cooper Hochman for Del Oro Park

Received the Eagle request and the possible location that can benefit right now is Del Oro Park the project consist of removing the ice plant and adding new plantings, similar to what has been done to the neighbor on the right, that will bring some color to the park.

President Lattanzio asked that he submit a traffic plan and park closure plans and COVID work guidelines. He also asked that Cooper submit plant materials and equipment as he might be able to get donations. President Lattanzio noted this is a great project to beautify the park that is not intrusive, and he needs to coordinate with the District Manager every step of the way.

****MOTION to approve the Eagle Scout Project submitted by Cooper Hochman for Del Oro Park.**

M/S: Lattanzio, Chase

Vote: Ayes- Lattanzio, Chase, Montobbio, Angelopulos

Absent: Furst/S:

Lattanzio, Chase

Vote: Ayes- Lattanzio, Chase, Montobbio, Angelopulos

Absent: Furst

C. Neighboring fencings replacement on Caribe Isle

Neighboring fence at 225 Caribe Isle needed to be replaced and the District would pay for half of the cost, the final cost came in at \$8100, therefore the District share is \$4,050.

****MOTION to approve the cost share for the neighboring fence at 225 Caribe isle and funds to come out of the general operating budget.**

m/S: Lattanzio, Chase

Vote: Ayes- Lattanzio, Chase, Montobbio, Angelopulos

Absent: Furst

XI. Old Business

A. COVID-19 District Use of District Owned Facilities Update

Continue to follow the Health guidelines and the community center remains closed. We are not taking any new rental applications and those which were booked have been cancelled. The play areas continue to be closed as well.

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

Will be meeting with County to move forward on the parking restriction at Montego park now that the bocce is finalized.

XII. Park and Open Space Maintenance Update

A. Tree assessment for the three locations: Bahama Reef, Caribe Isle South, Dolphin Isle

There are several Beefwoods pines at Del Oro and Caribe isle that either need to be removed (two deceased one at Dolphin) or thinned out. We also have a couple of Acacia trees that their sails need to be reduced to reduce how top heavy they are. The cost is already under the budget approved in May under the arbor maintenance line item for \$10,000.

XIII. Financials

A. Audit being schedule for Fiscal Year 2019-2020.

We will be doing the audit remotely and will be setting up Dropbox for the auditor to review all documents she needs. We anticipate the work to be done mid-October.

XIV. Sub-Committees

A. Emergency Response Team (ERT) Update- no meeting, however, they continue to monitor Marin OES and will convene if there is an emergency event.

XV. Updates on Projects of Interest

A. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects Update

1. Dust Control Mitigation Plan- Email notification to Project Manager as the dust issue have not been resolved and a corrective action need to be taken as they move the project closure to BMK.

C. Bay Trail-no update

D. Pacheco Pond-no update

XVI. Adjournment

****MOTION: To adjourn the Board Meeting of August 20, 2020**

M/S: Lattanzio, Chase

Vote: Ayes- Lattanzio, Chase, Montobbio, Angelopulos

Absent: Furst

Next regular meeting date: Thursday, September 17, 2020, 7:30PM, via teleconference.