

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 18, 2018

AGENDA

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): 7:30pm**
- II. **Pledge of Allegiance**
- III. **Roll Call: Lattanzio, Furst, Angelopulos** **Absent: Montobbio, Chase**
- IV. **Agenda Approval: approve as presented**

- V. **Approval of Minutes**
 - **MOTION to approve the minutes from the Regular Board Meeting of November 14, 2017**
 - M/S: Lattanzio, Furst**
 - Vote: Ayes-Lattanzio, Angelopulos, Furst** **Absent: Montobbio, Chase**

- VI. **Open Forum: No Comments**

- VII. **District Managers Report**
 - We have been asked by the California Special Districts Association (CSDA) if they can use our space to hold the Ethics AB1234 class on March 7th.
 - I have been contacted by the Marin patrol Unit who are looking at grants for derelict vessels and will include our area if such grants are secured in March.
 - We have received positive feedback on Sunset Park with the new all fitness equipment and we will add a new bench with a back and arms to this site.
 - Montego Tennis Court is under way and the concrete has been poured and the tension cables will be adjusted on Friday.
 - We have received the tax fund for December (\$887,115.17) and amounts received are as follows: Operating \$247,761.56, Waterways \$263,958.32, Measure E (Loan) \$124,230.28, Measure F (Loan) \$251,165.11
 - We have also received the payment 2017/2018 for ERAF (Educational Revenue Augmentation Funds) in the amount of \$22,988.86.

-The State Controllers report is due on January 30th. Forms 700 are due April 2nd and are in your boxes for completion.

-The Annual State of California Statement of Facts is being submitted and a copy will be sent to the County Elections office.

-Waiting for confirmation on the open seat for the Flood Control Zone one, which was to be moved to the January 30th Board of Supervisors meeting.

VIII. District Engineering, CLE

A. North Lagoon Dredging Update

Mr. Parent noted that a biologist has been engaged to disprove the salt harvest mouse which was stated as to possibly being out at in the DMM site. The water levels are actively being monitored and have been suggested the use of wooly weeders to address the vegetation management at the site an update will be provided in the February meeting.

B. Montego Park Tennis Court Project Update

Saviano was awarded the contract for the tennis court installation. The work required an extensive amount of lava rock to be able to raise the court and get plus or minus nine (9) feet. There is a change order for the final grading. The court is pitched 1% towards the street and should not have an impact when people are playing on the court. The anticipated date for opening is April 1st, and the board will need to look at access to the court as bicycles and skateboards need to be kept off the court.

The Board discussed control access and asked to look at drafting an ordinance which can be enforced by the Sherriff, as well as, security cameras. The Board also discussed scheduling the court and how that may look like and asked staff to research other areas and see how that is organized.

C. Limited Access to District Property Update-no update

D. Box Culvert Gates Update

Mr. Parent noted that all the materials are in and working on a schedule. A notice will be posted on the marquee and the website putting residents on notice of the lane closure which will be for a full day.

IX. Waterways Manager Update

A. Navigation Lock Coatings Update

The requests for proposals were sent out to contractors on our list.

B. Buoy and Navigation Marker Update

Notification will be sent next week as we will start with West Dolphin Ski area to repair and replace as needed. The work will be done in three phases. The entire ski area which is being worked on will be a "no wake" zone.

C. Aquatic Vegetation Update

Vegetation is looking good and lab samples showed trace amounts of pathogens in the Novato Creek, which means they are being pushed out of lagoon.

D. Flushing/Flood Control Update

The lagoons are 3/4 inches down right now and we will continue to monitor those levels as storms come in.

E. Water Quality Update –The water quality is good.

F. CSD Workboat Update-no update

G. Boat Ramp Access

Mr. Cormier noted that the work on the spike strips was brought back couple months ago, however, did not include a budget amount.

****MOTION to approve an amount not to exceed \$5,088.00 plus 10% contingent for the Max Guard for the top of existing fencing gates.**

M/S: Lattanzio, Angelopoulos

The work will be complete in the next 2-3 weeks.

Vote: Ayes- Angelopoulos, Furst, Lattanzio Absent: Montobbio, Chase

X. New Business

A. Unlimited Density Zoning in Marin, Senate Bill 82

Vice President Lattanzio inquired about the County's position on this Bill and stated that we should be against this Bill as it limits local voting on a development; where developers will have pre-approved projects and require no local review, and the County should not support this as they have fought hard over urbanization and will impact Marin County. The Board directed staff to reach out to the Board of Supervisors.

B. Office Ramp Replacement

Mr. MacDonald noted that elevations points were taken and plan to use the same materials as the deck in the back of the building, also looking in to fixing yellow paint area in the walkway. They will come back in February or March to finalize the design and cost for the replacement.

XI. Park and Open Space Maintenance Update

A. Tree assessment on all District Property Update

District Manager reviewed the areas which tree work is needed. At Montego Park two dead trees need to be removed, at Bahama the Acacia trees need to be thinned and at the island in the South lagoon the dead pine needs to be removed. Also on the list but not to be taken out just yet, are the pines at the island in the North Lagoon.

Director Furst asked if a replacement tree could be planted at the island. Vice president Lattanzio stated that an acorn tree is a native and nesting tree that would require very little maintenance if an irrigation line is set up, which could be planted at the south

lagoon island to replace the pine tree. Staff will take a look at this and come back to the Board.

XII. Measure "A" Parks/open space Improvements

A. New Proposed Location for All Fitness Exercise Equipment

Mr. MacDonald provide the Board with an overview as the proposed location and possible units for three additional sites which include: Cavalla Cay Park with a 35'x40' area that has room for growth; Bahama Reef West with 20'x30' area.; North Caribe with 20'x25' (1/3 of available space) area. Mr. MacDonald noted that in May \$60,000 was allocated for project, and we anticipate the total will come to \$49,400 for all three areas. All the units are water resistant. We anticipate construction will take place mid March/April.

Vice President asked to also include a matrix replacement/lifecycle budget for all parks to be looked at as we move forward with park improvements.

XIII. Financials

A. 2016-2017 Audit Draft- Item tabled to February meeting.

XIV. Sub-Committees

A. Emergency Response Team (ERT) Update

1. Get Ready BMK informational session January 24th (6—8pm) and January 27th (10-12)

XV. Updates on Projects of Interest

A. Hamilton Sports Complex Update

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

C. Bay Trail

D. Pacheco Pond: to look at the culvert connection overflow

XVI. Adjournment

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

M/s: Lattanzio, Furst

Vote: Ayes- Angelopulos, Furst, Lattanzio Absent: Montobbio,

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

Meeting adjourned at 8:45pm