

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, February 21, 2019**

**Time: 7:30PM**

**MINUTES**

**Directors:**

**Darrick Chase, President**

**Vince Lattanzio, Vice-President**

**Cheryl Furst**

**Mercy Angelopoulos**

**Mark Montobbio**

- I. **Call to Order, Please Turn Off Your Cell Phones (approximately 7:30pm): 7:33pm**
- II. **Pledge of Allegiance:**
- III. **Roll Call: Lattanzio, Chase, Angelopoulos, Montobbio, Furst**
- IV. **Agenda Approval:** Approved as presented
  
- V. **Close Session Pursuant to Government Code § 54957(b):**  
The Board met in closed session at 7:35pm to discuss the following:  
**A. Employee Evaluation Performance**
  
- VI. **Reconvene to Open Session Pursuant to Government Code § 5497.1 (a) (5)**  
The Board reconvened in open session at 7:45pm  
President Lattanzio noted rate increase for staff given a six month check in and additional resources for continued education/training.
  
- VII. **Approval of Minutes**  
**\*\* MOTION to approve the minutes from the Regular Board Meeting of January 17, 2019**  
**M/S: Lattanzio, Chase**  
**Vote: All ayes**
  
- VIII. **Open Forum (please observe a three-minute time limit):** no public comment
  
- IX. **District Managers Report**  
-We have had a wet February update on levee breach and HWY 37 will be provided at the meeting.  
-The State Controllers Compensation and Transaction Report was submitted and currently being reviewed by the Controller's Office. The Statement of Facts is being submitted to the State Secretary and a copy will be filed with the County Registrar of Voters.

- Attended the Board of Supervisors Special meeting with regards to County proclaimed a local state of emergency on Friday evening, February 15, because of the severe impacts of storm damage. The County was among several agencies (SMART and Caltrans) assessing storm-related damage that took place February 14. The County Administrator is recommending that the County Board of Supervisors ratify the proclamation which would be sent to Governor Gavin Newsom and the State of California Office of Emergency Services for consideration for reimbursement for emergency repair items. The floodwater needs to recede out to San Pablo Bay before the full extent of the damage can be accurately determined.

-Received an inquiry from Vivian Matuk, Environmental Boating Program Coordinator for both the California State Parks Division of Boating & Waterways and the California Coastal Commission, who would like to offer a free Clean Boating Seminar. This is a free seminar that provides educational resources, free boater kits, maps and tons of valuable clean boating information to support clean boating efforts. The seminar is scheduled for Saturday, May 18<sup>th</sup> at 1pm (see attached flyer).

**X. District Engineering**

**A. North Lagoon Dredging Update**

We had about an hour conversation with a Biological assessor moving forward with the section seven consultation and vegetation management/ removal options.

**B. Novato Creek Survey Update**

Completed the survey in October and now working on analyzing the data. In addition to this, the “mud plug” from the levee break at highway 37 went somewhere; we are downstream, and looking to see where that went. The county is our flood protection agency, and there was no infrastructure to support this volume of water around us. They have an issue with failing infrastructure.

**C. South Lagoon Levee Update**

1. Pacheco Pond Levee Breach and State Coast Conservancy Measures to Protect Bel Marin Keys.

There have been preliminary talks with the SCC, who is willing to sit down with us, but aside from that nothing has been brought to the table.

**D. Encroachments of District Property Update**-No update currently

**E. Culvert Gates Update**

Global should be coming to check mid March if weather permitting.

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

Should have a more comprehensive list in March.

**XI. Waterways Manager Update**

**A. Navigation Lock Coatings Update**

We are currently waiting for the weather, might have to modify the scope of work in

order to facilitate life elongation, and to get more bids. Will be bringing this back in March.

**B. Navigation Lock Maintenance Update**

Valves are complete and being shipped. The installment will be beginning to mid March.

**C. Buoy and Navigation Marker Update**

Revised creek navigation seminar with updated creek info should come to life in April. Put in proposal to Coast Guard and if it's approved there should be six off shore buoys at the mouth of the creek.

**D. Aquatic Vegetation Update**

We are still looking good for clarity in both lagoon. Given the amount of rain and fresh water we have yet to see what that does to vegetation growth.

**E. Flushing/Flood Control Update**

Due to rains we have been lowering at every low tide.

**F. Water Quality Update-No update**

**G. CSD Workboat Update**

Waiting on the weather to do the updates we need.

**XII. New Business**

**A. Abandoned Vehicles on Property**

We will be drafting a letter to be sent to the current owner and copying the Fire Department and the County citing the safety and environmental hazard this property poses, particularly with all the water runoff into the lagoons/moats given this past storm events.

**XIII. Old Business**

**A. Office Ramp Replacement Update**

The plaque coating is too expensive. The Board noted to move forward with original option and etch the railing along with adding vegetation to minimize the visual and brightness of the material.

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

We have submitted our proposal to the County, usually takes about 3 or 4 months, will bring this back in April with their feedback.

**XIV. Park and Open Space Maintenance Update-**

Even with the amount of water the park has received the tennis court has not flooded as it was in the past.

**XV. Measure "A" Parks/open space Improvements Update-** No update

**XVI. Financials**

**A. Audit for Fiscal Year 2017-2018**

Item tabled to next meeting and update with comments submitted to the auditor.

**B. Facility Maintenance Bonds for future Waterways Projects**

We are seeking advice and will bring it back to the board in April. A meeting was set with Bill Euphrate, and he asked to submit what is needed for infrastructure repairs/maintenance. We usually spend half and save half, giving us about 1 million for projects. These days we have been forced (due to price increases) to spend 60% and save 40%. The District infrastructure includes the N. Lock (60 years old), S. Lock (40 years old), docks, floats, boat ramps, etc. With price increases Measure D would be completely used up with one of these. We will need to do a lot of community outreaching if we want any chance of getting more funding.

The Board asked staff to continue working on this as this is crucial for ongoing maintenance.

**XVII. Sub-Committees**

**A.** Emergency Response Team (ERT) Update-Next meeting scheduled for March 11<sup>th</sup>.

**XVIII. Updates on Projects of Interest**

- A. State Legislation Policies which may Impact Special Districts
  - 1. Proposed Senate Bill 4 (workforce affordable housing)-No update
- B. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects-No update
- C. Bay Trail-No update
- D. Pacheco Pond- update provided under engineering
- E. Highway 37 storm road repairs and impact to Novato Creek-update provided under engineering

**XVI. Adjournment**

**\*\*MOTION: To adjourn the Board Meeting of February 21, 2019.**

**M/S: Lattanzio, Montobbio**

**Vote: All ayes**

**Next regular meeting date: Thursday, March 21, 2019, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.**

Meeting was adjourned at 8:30pm