

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, March 21, 2019

MINUTES

Directors:

**Vince Lattanzio, President
Darrick Chase, Vice-President
Vice-President
Cheryl Furst
Mercy Angelopulos
Mark Montobbio**

- I. **Call to Order, Please Turn Off Your Cell Phones (*approximately 7:30pm*): 7:35pm**
- II. **Pledge of Allegiance:**
- III. **Roll Call: Chase, Lattanzio, Montobbio, Furst** **Absent: Angelopulos**
- IV. **Agenda Approval:**
****MOTION to move item VX. Sub Committees ERT before District Engineering.**
Vote: Ayes- Chase, Lattanzio, Montobbio, Furst **Absent: Angelopulos**
- V. **Approval of Minutes**
- VI. **** MOTION to approve the minutes from the Regular Board Meeting of February 21, 2019**
M/S: Lattanzio, Chase
Vote: Ayes- Chase, Lattanzio, Montobbio, Furst **Absent: Angelopulos**
- VII. **Open Forum (please observe a three-minute time limit): no comments**
- VIII. **District Managers Report District Managers Report**
 - The garbage cans have been delivered and will be distributed next week.
 - A meeting was held with the State Coastal Conservancy on March 7th meeting notes are included in your packet.
 - A meeting was held with the County Flood Control on March 12th meeting notes are included in your packet.
 - Received calls with regard to the moat flooding at Del Oro Lagoon, which was discussed with Liz Lewis, as well as the flooding at the end on the Blvd on the north side.
 - Fire Wise meeting attendance as it was asked to see if this was something feasible for the community as a whole and something that could be carried on by ERT:
 - Firewise active since 1991 after the Oakland Hills fires
 - Individual (resident) involvement level preparedness is key to ensure a fire safe neighborhood. Who is responsible to vegetation management around the home? Individual homeowners!
 - 2 major causes for fires 1. Human 2. Equipment failure

- Benefits to becoming a recognized FIREWISE USA Site/?
 1. Survive wildfires
 2. Tools learning wildfires
 3. Framework ongoing action
 4. Community building/ collaboration
 5. Insurance premium discounts
 6. Grant eligibility (Community Wildfire Protection Plan 2016(chipper program up to \$1,500 annual))

Key behind the program is the emphasis that you begin with own home assessment (ie vents and defensible space, fire resistant planting in gardens).

-Attended the Disaster Citizens Meeting as it was noted that the County has submitted estimated damages cost and have not heard if the federal declaration has been accepted. State emergency declarations have been accepted and easily met the threshold as the initial estimate for damages county wide are approximately 9.2 Million.

-Attending CSDA conference April 7-10 (will not be in the office)

-Sexual harassment training due and email have been sent for the online session. The Ethics 1234 is also due and will have online and on demand workshop on this next week.

-There will be a public workshop on the BMKV Phase 1 Project on Wednesday, April 3rd at 6:30 pm, Hamilton Community Center, 503 Palm Dr., Novato

IX. Sub-Committees

A. Emergency Response Team (ERT) Update

1. Siren testing

Mr. Nash stated the siren was tested, but not loud enough for our community. One option, at this point, would be to get a new one that has the potential to go off randomly and could be upwards of \$7,000. We are working with what we have and asking that another test be conducted and possibly getting up higher on the roof to project more. Once that is achieved then a regular testing could happen to see how far the sound is being carried out. There will be a notice to all resident of time and date when this is happen and why this is being done. The Board agreed to install a taller pole and run additional tests.

2. Conex box at Bahama Reef

Mr. Nash informed the board that all of the emergency supplies are in the north side of the community and nothing in south side, therefore, looked at possible option for a smaller box in the event there is no way to get supplies to the south side. Bahama east was proven to be the most suitable location. The box itself will be 10ftx10ft, placed on an already set concrete pad, and will be screened off. The ERT will be reaching out to the surrounding neighbors.

****MOTION to move forward with placement and purchase of connex box to be placed at Bahama East.**

M/S: Lattanzio Chase

Vote: Ayes- Chase, Lattanzio, Montobbio, Furst

Absent: Angelopulos

X. District Engineering

A. North Lagoon Dredging Update

Mr. Parent stated there was an informal consultation given the current condition of the site and whether the possibility of installing a fence would be in violation of the permit. The work includes about 5,000 linear feet total at \$4.00 per foot of material. Installation fees would be around \$2,700 per day (numbers from the Conservation Corps) and estimating the job to take 8-10 days. Putting up the fence would show good faith budget wise.

****MOTION to approve up to \$50,000 for the fencing mitigation as the lowest cost at the DMMS to meet restriction requirements.**

M/S: Lattanzio, Chase

Votes: Ayes-Montobbio, Chase, Furst, Lattanzio

Absent:

Angelopoulos

B. Novato Creek Survey Update

Mr. Parent stated we are moving towards a completed survey. Mr. Cormier noted that he is looking at the placement of the new port side pile markers. The channel is shifting to the North and more sediment is building on the pile markers. Mr. Cormier will be sitting down with the Coast Guard for feed back as the new changes might also mean change the posted signage.

C. South Lagoon Levee Update

1. Pacheco Pond Levee

We are continuing to look in to the effects the storm events had on our levee. We have a drone that can be used to find significant erosion. A letter was sent to the State Coastal Conservancy (SCC) in regards to getting ownership of the levee, which is good timing with the storms. We met with Matt Gerhart from SCC and explained to him the ownership issues we are experiencing with the levee, he said he would run it up the chain and see what they say. We will be attending the SCC meeting in May to see if any progress or decisions will be made.

2. Flood Control Meeting Update on Projects and Flooding Issues

The patch job that was done on the levee breach in the most recent storms was not engineered, not up to FEMA certification standards, and therefore gives us zero flood control.

The Board asked that we address the SCC and County with firm dates and deadline to ensure project move forward and get addressed.

D. Encroachments of District Property Update-No update

E. Culvert Gates Update

Mr. Cormier noted that Global was out last week, tightened down some areas, but other

than that everything looked as it should with the culvert.

F. District Asset Planning Maintenance/Procedures Project Update

We are hoping to have an infrastructure draft in May depending on where we are with the dredge.

XI. Waterways Manager Update

A. Navigation Lock Coatings Update

Mr. Cormier revised the scope of work and is working with Redwood, the change will not shut down the lock and no lagoon lowering required.

B. Navigation Lock Maintenance Update

There was a minor hiccup with the valves, not on us, but they had to be re-fabricated which they are in the process of doing now at no cost to us.

C. Buoy and Navigation Marker Update

Previously talked about see Novato creek survey update.

D. Aquatic Vegetation Update-No update.

E. Flushing/Flood Control Update

We were not able to do all the flushing events due to the water intake. With that being said we need to get the salinity levels back up. We will be checking the levels in the creek to see if we even want to push that water in to the lagoon.

F. Water Quality Update-No update.

G. CSD Workboat Update

There is a pump that needs to be replaced and that will be done next week.

XII. New Business

A. Marin Local Agency Formation Commission (LAFCO) ballot for open seat 2019-2023

Seat are voted on every 4 years and Board recommended the election of Jack Baker.

XIII. Old Business

A. Office Ramp Replacement Update

We are having difficulty getting a response from the contractor we have been working with. We will be looking at other possible vendors.

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

Last communication with the county in regards to this was in January, we have expressed the urgency, as boating season is fast approaching bringing more vessels in to the community.

XIV. Park and Open Space Maintenance Update

A. Bocce Court Update

Met with one vendor and meeting with other vendor this week to go over the turf and we are looking at a low to no maintenance grass that easily drains during the rainy season.

XV. Measure "A" Parks/open space Improvements Update

A. Audit Confirmation for 17_18 Notice Update

We have received notice and will be sending our info to them.

XVI. Financials

A. Audit for Fiscal Year 2017-2018

We are waiting for revisions to be made on the report.

B. Facility Maintenance Bonds for future Waterways Projects-No update

XVII. 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- No update

XVI. Adjournment

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

M/S: Lattanzio Chase

Vote: Ayes- Chase, Lattanzio, Montobbio, Furst

Absent: Angelopulos

Next regular meeting date: Thursday, April 18, 2019, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.