

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, October 17, 2019

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, Chase, Furst, Angelopoulos, Montobbio**
- IV. **Agenda Approval:** Approved as presented
- V. **Approval of Minutes**
**** MOTION to approve the minutes from the Regular Board Meeting of September 26, 2019**

- VI. **Open Forum (please observe a three-minute time limit)**
Matt Elkins, Caribe Isle, inquiring about the State Coastal Conservancy trail along Pacheco Pond use and many others are avid users of the trail and want to ensure they will continue to have unrestricted access to the trail as well as improvement for public access. The Board explained the trail is owned by the State Coastal Conservancy and they see no reason why the SCC would restrict public access.

Marie Hoch, Hamilton Resident, Addressed the Board and members of the public noting she was a running candidate for City of Novato in the upcoming election for new seat, she would keep an open line of communication with the CSD now and in the future should she get elected.

- VII. **State Coastal Conservancy Unit V Project Update Presented by Russ Barnes, Construction Manager**
Mr. Barnes stated he is the construction consultant for the State Coastal Conservancy on the BMK V. Hamilton Wetlands restoration project. Mr. Barnes said they would be mobilizing through the road at the entrance to BMK in order to create as little of an impact on residents as possible. The levee they are building will be at a very slight slant with water on one side and the other side is land based. Mr. Barnes addressed the dirt and mud on the roads was an issue that had been brought to his attention. They are currently working to rectify this with street sweepers and water trucks. He also mentioned the current levee is composed of a fine silt and dust is very easily kicked up, to combat this they are implementing a less than 10 mph speed

limit for all traffic on that road. Mr. Barnes added this week was the initial mobilization and the most traffic would be observed during this time period, and when the rains come they will pack up and wont be back until April.

VIII. District Managers Report

- We are working through and issue with the LPR camera as it is not uploading to the wireless system and it had been taken back to the manufacturer to troubleshoot and should have an answer back by the end of the week as to what the problem with the camera. The overview cameras are still working and sending data.

-The County of Marin Health was in to do the inspection. Melanie has done a great job notifying the clubs of the minor corrections that need to be made, as well as, notifying whose food certificate cate has or is to be expired.

-The Hwy 37 Technical Advisory group will be meeting on Wednesday October 30th in San Rafael, Mr. McDonald and I will be in attendance.

-The audit field work has been pushed back for a week as our auditor has unfortunately been under medical leave and will not be returning for a while. All her clients have been taken over by new auditor and will begin working with him next week and onsite November 14 and 15th.

IX. District Engineering

A. North Lagoon Dredging Update

Mr. Parent stated supplemental stream updates will be provided at the next meeting with our accepted edits and anticipated putting the contract out in April of 2020 and commence work in September.

B. Novato Creek Survey Update

Mr. Cormier stated he will bring the new buoys and install while he is on the water surveying and collecting data for the survey.

C. South Lagoon Levee Update

Mr. Parent stated there are no plans on the 19/20 budget and continuing the levee walks to spot check and maintain.

D. District Asset Planning Maintenance/Procedures Project Update

Mr. Parent stated they will be bringing a portion of the report to the November meeting for review.

X. Waterways Manager Update

A. Navigation Lock Maintenance Update

Mr. Cormier stated we are pushing the completion of the repairs to next week. While the work is being done, the lock will only be non-operational for 2 or 3 hours.

B. Buoy and Navigation Marker Update

Mr. Cormier stated the south lagoon work is completed as well as the north with some spares left over that will be stored and used as needed. There will be a vessel stored in BMK that will be available for emergency use while the work boat is being used.

In the creek the outer 5 buoys will be red that will offset the inner green that will be positioned on the shul. This will be the first test on the anchoring system of the buoys because at low tide they will be completely out of the water.

C. Aquatic Vegetation Update

Mr. Cormier stated he noticed a significant die-off of widgeon weed and the algae, but we are still looking into the submergible barrier. We will be testing the effectiveness of the barrier on a “hot spot” where we see the most weed growth. This will be tabled until the February meeting.

D. Water Quality Update

Mr. Cormier stated all levels are normal and salinity is where it should be. If the Farmer’s Almanac is correct, we are looking forward to a dry and cold winter.

E. CSD Workboat Update

Mr. Cormier stated that last month he brought to the boards attention a purchase of 2 Yamaha motors, they could not honor the government discount because they are the floor models but we still got a very good deal on the motors

****MOTION to approve up to \$20,000.00 for the purchase and install of Yamaha floor models to the CSD work boat****

M/S: Lattanzio, Chase

Vote: All ayes

XI. New Business-No update.

XII. Old Business

A. LAFCO Municipal Service Review draft 2019

Mr. Parent and District Manager worked with LAFCo on extensive edits tot eh report they produces with more accurate information.to turn the 3-page report they had on BMK in to a 13-page report. The public comment period has been extended to October 31st 2019. There was an error from a previous draft that did not get edited out on the draft that went to the public and there was worry that BMK would be annexed to the City of Novato. The edit has been removed and the new draft is available online at marinlafco.org.

B. Office Ramp Replacement Update

District Manager stated the contractors will be on site for the last time tomorrow and the install will be complete. We have thus far received a positive response from the community. Beautifications will take place sometime next year.

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

District Manager stated the red stripping on the boat ramps are in place, we are hoping these

will ease residents use of the boat ramps. We are still in conversations with Mr. Golarka with regards to the traffic calming effects set to be installed. We asked for a better idea of what it will look like so we can prepare the residents for this change. President Lattanzio stated that we need enforcement of the red curbs and speeding, or we will continue to have these problems, as well as, phasing out the stripping on the Blvd so resident can get used to them and see what they look like before the whole Blvd is stripped.

XIII. Park and Open Space Maintenance Update

A. Bocce Court Update

Mr. Parent stated we are having Andy do site preparations to solidify schedule, the benches are set to be delivered on November 17th, and we got a revised quote for install that will be brought to the board at the next meeting. We are holding off on ordering the water fountain until we have the new drainage installed.

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

Last board meeting the District was given approval of up to \$165,000.00 for all improvements and we are continuing work on that.

XIV. Financials

District Manager stated that the financials are on hold for the new auditor.

XV. Sub-Committees

A. Emergency Response Team (ERT) Update

There will be a member present at the next board meeting with an update.

XVI. 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

Mr. Cormier stated that Pacheco Pond is currently closed for mosquito vector control reasons.

XVI. Adjournment

****MOTION: To adjourn the Board Meeting of October 17, 2019.**

M/S: Lattanzio, Chase

Vote: All ayes

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