

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 20, 2020

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*): 7:32pm**
- II. **Pledge of Allegiance:**
- III. **Roll Call: Present: Lattanzio, Chase, Montobbio, Furst, Angelopoulos**
- IV. **Agenda Approval: Agenda Approved as presented**
- V. **Approval of Minutes**
 - ** MOTION to approve the minutes from the Regular Board Meeting of January 23, 2020**
 - M/S: Lattanzio, Chase**
 - Vote: All ayes**
- VI. **Open Forum (please observe a three-minute time limit):**

Doreen, Montego Key: Asked for clarification on the parcel tax and funding for the maintenance for the waterways. Also asked if the District would petition for increase patrol for speeders on Montego Keys which have made the street unsafe and there is not a lot of room given all the parked cars on the street.
- VII. **District Managers Report**
 - Mr. Goralka, Traffic Division, who was heading the stripping on the Blvd for the speed calming has retired and have been referred to Mr. Navel.
 - Received press release from the County that the radar speed sign pilot program would begin 1st of the year, however, receive notice from roads that signs for Bel Marin Keys will be placed after the initial three months (around the beginning of April) on Westbound Bel Marin Keys. After six months (around the beginning of July) the location will change to Eastbound Bel Marin Keys.
 - Tax remittance scheduled for December 15th was received and the following amounts were received:
 - General Operating \$275,142.47
 - Measure D (Parcel tax) \$274,668.73

Measure E (loan) \$124,230.28

Measure F(loan) \$251,165.11

-Next loan payment is scheduled for March 1st on 2020 and they mature in 2022. This was an 8-year term which was initiated in June of 2014.

-Received complaint with regards to short term rentals which have raised concerns to parking issues, noise levels and users of the waterways not following rules. Resident has reached out to the County as that is the enforcement agency and they noted the following:

- 1.The County's current short-term rental ordinance was approved as a two-year pilot, adopted on August 7, 2018 and sunsets on August 7, 2020 - unless extended by the Board of Supervisors.
- 2.Supervisor Arnold is interested in hearing from BMK on feedback regarding any short-term rental restrictions (if any) for a county-wide ordinance.

VIII. District Engineering

A. North Lagoon Dredging Update

Project is under consultation and permit review by the Army Corps and Department of Wildlife

B. Novato Creek Update

No current update

C. South Lagoon Levee Update

Mr. Parent noted that a meeting was held with District Counsel given the requirements received from the State Coastal Conservancy to ownership of the levee.

D. Highway 37 Technical Advisory Group (TAG)-No update

E. District Asset Planning Maintenance/Procedures Project Update

Mr. Parent provided a memo drafted and a meeting is being set with Mr. Euphrat and memo to be provided outlining the needs for funding for infrastructure repairs and upgrades so we can determine which source of future funding will be necessary to carry on project for the next 10-20 years.

IX. Waterways Manager Update

A. Navigation Lock Maintenance Update

1. DTSC Draft Report

Mr. Parent and Mr. Cormier noted that a report has be submitted by DTSC for the upgrades to the locks and is currently under review by staff and will be back at the next meeting with final report and cost estimated for the modernization of the locks.

2. North Lock Shuttle Valve Replacement

****MOTION to approve progress payment in the amount of \$7, 500.**

This is only a partial payment for the work completed thus far.

M/S: Lattanzio, Furst

Vote: All Ayes

B. Buoy and Navigation Marker Update

Buoys will be worked on to be deployed into the outer channel once we have better weather. Buoys in the lagoons have been looked at and have relocated a few who shifted during the flushing event.

C. Aquatic Vegetation Update

Have not observed a further increase of vegetation in the South Lagoon.

D. Water Quality Update

Water quality is good in both lagoons.

E. CSD Workboat Update

We will be coating the boat and installing the motors which were ordered last year, and we now have a crane scheduled for picking the boat. All work will be done at the Calypso boat ramp in an enclosed area. We will have minimal impact to boaters who would be using the ramp. A notice will be placed on the Marquee.

F. Dolphin Isle Boat Ramp Dock Replacement

*****MOTION to approve and amount not to exceed \$15,000 for the removal and replacement of the existing dock.**

The dock has been taking a toll and no longer able to do minor repairs and will need to be removed completely.

M/S: Lattanzio, Chase

Vote: All Ayes

X. New Business

- A. San Francisco Bay Restoration Act: authorization for EPA to fund habitat restoration wetlands recovery, climate change resiliency and wildlife protection projects throughout the bay and delta.**

President Lattanzio noted that this funding would be beneficial for wetlands mitigation/restoration and could possibly be a funding source to work with the County for the opening of the tidal lands which would benefit the community and increase tidal action on the creek. Any work on the creek will need to be based on partnerships as the District is not capable of undertaking another dredge of the creek and tax our residents for continual upkeep and will need assistance from the North Bay watershed association and partner with the City and county.

XI. Old Business

- A. LAFCO Municipal Service Review draft 2019 Update- no update**
- B. Parking Enforcement/Restrictions All Community Parks and Boat Ramps Update**
the speed radar sign will be installed in March. A follow up email was sent to roads for the placement location of the signs, where we think would be more beneficial in lowering the speed on the Boulevard which is the area closer to the intersection Montego key.

- C. License Plate Reader Camera upgrade
we have a new installer who is working with the manufacturer who was able to refurbish the cameras and will be shipping it back and installed once received. We are also looking at additional upgrades as we mentioned with an additional overview camera going out not just coming in.

XII. Park and Open Space Maintenance Update

A. Bocce Court Update

The drainage is complete and will begin site prep and anticipated to have it up and running by late April.

XIII. Financials

A. Audit completion for Fiscal Year 2018-2019

****MOTION to approve the audit report for Fiscal year 2018-2019 as presented**

M/S: Lattanzio, Chase

Vote: All Ayes

XIV. Sub-Committees

A. Emergency Response Team (ERT) Update-no update

XV. Updates on Projects of Interest

A. State Legislation Policies which may Impact Special Districts

1. Assembly Bill 2093: If approved will require all public agencies to maintain all transmitted emails related to agency business for at least two years

Staff recommended to support said bill given the small staff and time that it would be required to maintain data files. The Board agreed and noted to support opposition to Assembly Bill 2093.

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 February 20, 2020.**

M/S: Lattanzio, Furst

Vote: All Ayes

Next regular meeting date: Thursday, February 20, 2020, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.

Meeting Adjourned at 8:30pm