

# BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

## Regular Board of Directors Meeting Notice

Date: Thursday, June 25, 2020

Time: 7:30PM

### MINUTES

#### Directors:

Vince Lattanzio, President  
Darrick Chase, 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: Present Lattanzio, Chase, Furst, Angelopulos, Montobbio
- IV. Agenda Approval: Approved as presented
  
- V. Approval of Minutes
  - \*\* MOTION to approve the minutes from the Regular Board Meeting of May 21, 2020  
M/S: Lattanzio, Chase  
Vote: All ayes
  
  - \*\*MOTION to approve the minutes from the Regular Board Meeting of April 16, 2020  
M/S: Lattanzio, Chase  
Vote: All ayes
  
- VI. Open Forum (please observe a three-minute time limit): no open forum
  
- VII. District Managers Report
  - Received notice from CSDA with regards to the ERAF changed proposed by the State Department of Finance. We signed a letter with other representative District opposing the proposed calculation penalty under Bill 161 noting the impact of the proposal would have significant financial consequences on the funding to our Special District and continues services. The measure has been significantly amended and is now included in both [SB 98](#) and [AB 77](#). The state controller on or before December 31, 2020 will need to provide guidelines for the new calculations to be completed by local County auditors.
  
  - Pacific Gas and Electric have a tentative date for the work to be done at the moat and notification will be placed on the marquee.
  
  - Due to the scheduling of this meeting we will need to push the July meeting the 23rs to allow for a three-week period to provide a more current update on ongoing projects.

## VIII. District Engineering

### A. North Lagoon Dredging Update

The site walk was held and had four contractors onsite. The first addendum will be a response to the questions submitted by the contractors on the site meeting.

### B. Novato Creek Update

The creek survey is underway and will look at accretion of mud and topography on the hums in from of the north lock.

### C. South Lagoon Levee Update

Once the COVID-19 restrictions are lifted the District will plan a special meeting with the public as to the intent of the levee transaction before we move forward in any more discussions.

### D. Highway 37 Technical Advisory Group (TAG)

A letter is being drafted that will support projects that improve HWY 37 and beneficial to Bel Marin Keys and not have negative impacts.

### E. District Asset Planning Maintenance/Procedures Project Update

We have been looking a funding mechanism that for the District for projects funding from now to 2040. WE had so prelamination meetings and will like to move forward with a subcommittee that is encompassed by the Carey, Kyle, Noemi, Vince and Darrick to go over the timeline/schedules for potential ballot initiative and come back with updates to the full Board.

**\*\*MOTION to approve the working group subcommittee and repost back funding mechanisms for projects from now to 2040 to the full Board.**

**M/S: Angelopulos, Chase**

**Vote: All Ayes**

### F. Boat Ramp Access Ordinance Review/Update Information to Mariners on Waterways Rules and Regulations.

We have received several complaints with miss use of the waterways and boaters not following the rules and rules need to be more clear so that everyone can follow them. President Lattanzio noted that their need to be more education to new residents and look at possible increase of fees to maintenance access to the community and update the current ordinances for not just the lagoon but use of the parks as well.

### G. Waterway Update Map Update/Website Update

President Lattanzio noted that the map needs to be clearer. Mr. Parent noted that this is a task that can be completed in late summer/fall to que up for the 1<sup>st</sup> of the year and unlike the last time the map was distributed we will send out to each an every home as well as making it more accessible on the website. We will update map at the September meeting.

## IX. Waterways Manager Update

- A. Navigation Lock Maintenance Update  
**\*\*MOTION to approve \$12,051.19 for valve replacement at the North Lock to be paid out of Measure D.**  
 Mr. Cormier noted that the valve replacement is complete and the cost was \$19,551.19 which was \$12051.19 over the previous partial amount approved in March and the system is working great.  
**M/S: Lattanzio, Chase**  
**Vote: All ayes**
  
- B. Buoy and Navigation Marker Update  
 Working on the outer channel markers
  
- C. Aquatic Vegetation Update  
 Muck away was deployed in both lagoons and thus far we have no water quality issues.
  
- D. Water Quality Update-no issues
- E. CSD Workboat Update- projects is complete and will eb using it to install the outer channel markers
- F. Dolphin Isle Boat Ramp Dock Replacement Update  
 The dock is completed and looks great. We will look at the Calypso ramp next and look for same size dock as they have the same configuration.

**X. New Business**

- A. Approval of Elections Department Resolution No. 2020-06-18-01  
**\*\*\*MOTION to approve Resolution number 2020-06-18-01. Resolution of the Governing Board of the Bel Marin Keys Community Services District, a regularly scheduled election is to be held in this jurisdiction; requesting the Board of Supervisors to consolidate with any other election conducted on said date, and requesting election services by the Marin County Elections Department.**  
**\*\*M/S: Lattanzio, Chase**  
**Vote: All Ayes**

**XI. Old Business**

- A. COVID-19 District Use of District Owned Facilities  
**1. Review and Approval of Personal Protection Implementation (PPI) for use of the office.**  
**\*\*\*MOTION to approve the Personal Protection Implementation Plan for the use of the District office and the Community Center as well as following guidelines from the County Health.**  
**M/S: Lattanzio, Chase**  
 President Lattanzio asked that a reading thermometer be purchased and readings be taken of all those entering the building, if they do not want to comply they cannot access the building.  
**Vote: All Ayes**
  
- B. Parking Enforcement/Restrictions All Community Parks and Boat Ramps Update

The next phase is restricting overnight parking at Montego Park so there is access for those using the park.

**XII. Park and Open Space Maintenance Update**

**A. Bocce Court Update**

1. Review Rules for use of Bocce Court

Rules were presented to the Board and they had no comments and directed staff to move forward with purchasing the sign and installing it.

**\*\*MOTION TO purchase sign with rules for the use of the Bocce, as well as, the Measure A sign.**

**M/S: Lattanzio, Chase**

**Vote: All Ayes**

2. Move electrical access to tennis court

Now that the bocce is complete it make more sense to have people access the tennis court next to the walking ring rather than walking down past the bocce it will also reduce the noise foe the neighbor.

**\*\*MOTION to move the access point.**

**M/S: Lattanzio, Chase**

**Vote: All Ayes**

**XIII. Financials**

The end of the fiscal year is June 30<sup>th</sup> and are anticipating to close the books ear by July 15<sup>th</sup> and schedule the audit for august/September.

**XIV. Sub-Committees**

- A. Emergency Response Team (ERT) Update-** They have not held a meeting due to COVID-19, however, they continue monitor the radio and OES services in the even of an emergency.

**XV. Updates on Projects of Interest**

**A. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects Update**

1. Dust Control Mitigation Plan

Notice was sent tot eh Construction Manager about the dust issues. Director Montobbio noted the condition has not improved and it is not only the larger trucks, but the speeding of the smaller trucks accessing the worksite.

**C. Bay Trail**

**D. Pacheco Pond**

**XVI. Adjournment**

**\*\*MOTION: To adjourn the Board Meeting of June 25, 2020.**

**M/S: Lattanzio, Chase**

**Vote: All Ayes**

**Next regular meeting date: Thursday, July 16, 2020, 7:30PM, at the Bel Marin Keys Community Center, 4 Montego Key, Novato, CA.**

Meeting adjourned at 8:33pm