

# BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

## Regular Board of Directors Meeting Notice

Date: Thursday, May 20, 2021

### 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, Angelopulos, Furst                      Absent: Montobbio
- IV. Agenda Approval: *Approved as presented*
- V. Approval of Minutes
  - \*\* MOTION to approve the minutes from the Regular Board Meeting of April 15, 2021
  - M/S: Lattanzio, Chase
  - Vote: Ayes- Lattanzio, Chase, Angelopulos, Furst                      Absent: Montobbio
- VI. Open Forum -Time for Public Expression: No comments
- VII. District Managers Report
  - The latch bolt has been fixed on the access gate and getting estimate for relocating to the emergency access gate.
  - Pacific Gas and electric tower painting later summer early fall. Work will take roughly 18 days to complete and pain all towers on the center moats. There will be some traffic impacts as they will need to stage and access the site from the street. We have asked to give us a few weeks' notice so we can add to the marquee and the website.
  - Community Center refrigerator is not working and having restaurant repair onsite Monday to take a look at it as it is blowing hot air.
  - Office will be closed on Monday, May 31 for Memorial Day
  - Will begin putting together a job duty list as we look for front office coverage and possibly migrating it with some waterway's duties.
  - Inquiries received:
    - 1. Tennis Court hours being abused on the weekends. Will be adding reminder on the upcoming newsletter and adding notice on the court. Follow up with a way to track fairly the usage or miss usage of the court.
    - 2. Annual Garage sale possible after the June 15th state opening looking at June 26/27 a week before July Fourth
- VIII. District Engineering

**A. North Lagoon Dredging Update**

Mr. MacDonald update on volume increase in cubic yardage in material from previous survey from today and have update the contract for the contractor with new volumes. It is about an extra 4K yards of material within the dredge template which is about a 25% increase in pay material for them. There is a delay on the Regional Water Quality Control Board permit and agreed dredge permit is allowed for this project, however, a discharge permit has a much longer lead time given new regulations that have recently been put in place and new personnel who are unfamiliar with our project. The discharge permit allows the District to discharge water from the DMMS after the dredge material has been put in place. The dredge material is suction dredged and carried to the DMMS via pipe and there is a ratio of approximately 10:90 (10 percent material, 90 percent water). Although we have dredge permit, we do not have the discharge permit and the DMMS is not large enough to hold that amount of water for the amount of dredge material that is being deposited.

President Lattanzio asked for clarifications given that the City of Petaluma for example is currently unable to secure their discharge permit, how can we secure our permit? Mr. McDonald noted that it is looking to unlikely that we can secure the discharge permit this year and therefore would need to move the project to next year which has been disclosed to the contractor and looking at unit pricing for a project next year which could include the additional material. The dredge permit will cover the additional yardage.

Present Lattanzio asked at what point will we decide to move to next year and it be okay with the contractor and permitting? Mr. McDonald noted that information would be known in June. President Lattanzio noted that delay could be a win-win for the District as it would allow one more year of tax revenue to offset the cost.

More information will be provided at the June Board meeting.

**B. Novato Creek Update**

Mr. Cormier is working with our engineers to analyze and QA/QC of the collected data. A summary PowerPoint with FOTHs interpretation of the survey and navigable routes, specially towards the mouth of the creek and being prepared as a per of our yearly Creek navigation seminars. Handout map will be generated and update on the website.

**C. South Lagoon Levee Update**

Land and boat-based survey completed, and the previous survey was in 2016. Some areas of concern were observed and will be highlighted on the topographic maps and overlaid with the multibeam data. The Week of June 7 a visual inspection will be conducted while the water is low for planned event for vegetation management and residents own maintenance at their property. Existing conditions report with 2016/2021 survey to be produced and include consultations from Geotech Engineer and include Foth's recommended next steps.

With regards to the public use of the levee the District office has received more complaints on fishing from the levee and reports of people moving the riprap protection to create access points, as well as, launching kayaks and swimming. An inspection of the

levee noting the areas of disturbance and extent of repairs required will be conducted and shared with District counsel. District counsel will work on a letter to SCC counsel regarding the damages being done by the public use of the levee and fishing activities.

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

We received a cash flow expenditure pattern back from financial consultant that mirrored closely with Foth's analysis was per parcel Ad-hoc committee looking to meet the week of June 7 to discuss the findings. We know what our plan is for anticipated spends and when they will be needed. Proposal received for polling exceed budget and are requesting revisions on revised scope and will report back in June.

**E. Measure D Committee Open Seats**

The District has received two application from volunteers to sit on the Measure D Advisory Committee which is meeting semiannually.

**\*\*MOTION to Approve new Committee Members (Bruce Griben, Frank Shallaber) to the Measure D Subcommittee.**

**M/S: Lattanzio, Chase**

**Vote: Ayes-Lattanzio, Chase, Angelopulos, Furst**

**Absent: Montobbio**

**IX. Waterways Manager Update**

**A. Navigation Lock Maintenance Update**

Mr. Cormier noted that the indicator light for the lagoon gate is not working and have solicited a price for troubleshooting and repair. The gate itself is still functional.

**B. Buoy and Navigation Marker Update**

The buoys repair and realignment to be completed prior to the holiday weekend and update to be provided at the June meeting. funding is allocated through the Measure D budget for this project.

**C. Aquatic Vegetation Update**

Mr. Cormier noted that there is some growth in both lagoons (Green algae in South) and the lagoon temperatures are at approximately 70 degrees at the surface.

**D. Water Quality Update**

No issues with water quality and will be doing the extended lowering for the south lagoon on June 7<sup>th</sup> through the 14<sup>th</sup>.

Given the following project; Water Circulation/ Lowering Events and Flushing events May and June seeking the approval of 40hrs.

**\*\*Motion to approve additional 40 hours for the water circulations events funded through Measure D.**

**M/S: Lattanzio, Chase**

**Votes: Ayes-Lattanzio, Chase, Angelopulos, Furst**

**Absent: Montobbio**

**E. Boat Ramp Replacement at Bahama Reef**

Mr. Cormier noted that the he is awaiting the fabrication of the ramp.

**X. New Business**

**A. Project Homekey (Informational Item):** In January of 2021, Governor Newsom’s proposed FY21-22 budget included another \$750 million allocation for “Project Homekey 2.0”. Marin County Health & Human Services has issued a Request for Information seeking property owners and operators who are interested in potentially selling a property to the County and/or its development partner. (<https://housingfirst.marinhhs.org/homekey>)>

This is an informational item for resident to be aware and hoping that the Board of Supervisor find a solution that is a good solution and not have negative impacts.

**XI. Old Business**

**A. COVID-19 District Use of District Owned Facilities Update**

Marin remains categorized in the orange Tier 3, or “moderate risk” for the virus and did not qualify for yellow Tier 4. That means the earliest Marin could be eligible to advance to yellow Tier 4 (“minimal risk”) is May 25. Should that happen, public health guidelines would be adjusted, result in further opening the economy. Given the County not moving into the yellow tier no rentals will be allowed of the community center. We look forward to the state reopening if June 15<sup>th</sup> to see what restrictions will be lifted and new proposals for indoor rentals will be made.

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

**A. Montego Park Planting and Concrete Repairs Update**

Repairs are ongoing and no issues to report and anticipate completion June 30<sup>th</sup>. we are awaiting the tree installs and bench delivery.

**B. Parking Restrictions on Montego Park**

Will be adding notice in the neighbor to neighbor and back to the board at the July meeting.

**XIII. Financials**

**A. Operating Budget for fiscal year 2021-2022**

The Board reviewed and made recommendation of the budget noting that need to use Measure A funds for all parks as much as possible given the small reserve left in Operating for any incidentals.  
Budget for Fiscal Year 2021-2022-table item to reflect recommendation by the Board.

**B. Investment Policy**

Review and update as necessary the Investment Policy dated February 18, 2021- item tabled pending the statue of the investment and dredge project.

**XIV. Sub-Committees**

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

**XV. Updates on Projects of Interest-no update**

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

**B. Bay Trail**

C. Pacheco Pond

**XVI. Adjournment**

**\*MOTION: To adjourn the Board Meeting of May 20, 2021. Next regular meeting date:  
Thursday, June 17, 2021 at 7:30PM**

**M/S: Lattanzio, Furst**

**Vote: Lattanzio, Chase, Angelopulos, Furst**

**Absent: Montobbio**

Meeting adjourned at 8:48pm