

BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

**Regular Board of Directors Meeting Notice**

Date: Thursday, April 15, 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:**
- IV. **Agenda Approval: Approved as presented**
  
- V. **Approval of Minutes**
  - \*\* MOTION to approve the minutes from the Regular Board Meeting of March 18, 2021**
  - M/S: Lattanzio, Furst**
  - Vote: All ayes**
  
- VI. **Open Forum -Time for Public Expression: No comments**
- VII. **District Managers Report**
  - The 2020 Government Compensation Report has been submitted and will be uploaded to the District Website as part of the transparency in government requirements.
  - We have passed the 2021 health inspection which was conducted on Tuesday April 13<sup>th</sup>. there are minor correction to be fixed prior to opening the facility (hand wash sink soap dispenser clean out and refill, clean grease traps, and increase sanitation to the dishwasher).
  - Pacific Gas and electric as part of the fire safety will be in the community in eh next coming weeks flying over the power lines either via helicopter or drone.
  - Received payment form the insurance company for the incident this past November.
  
  - Inquiries received:
    - 1.Possibility of having the annual garage sale and advertising as we normally do.
    - 2.Received inquiry from resident looking to host Kona Ice as an event for the community and use the CSD parking lot.
    - 3.Permission to use the outdoor deck for playing cards and limiting to ten people until the community center is fully opened.

-We have an issue with the tennis court gate and it looks like the latchbolt have been broken on the access gate. We will have Electronic Innovation look and replace the latchbolt.

## VIII. District Engineering

### A. North Lagoon Dredging Update

The pre-construction virtual meeting was held on April 1<sup>st</sup> and the site visit is set for April 19<sup>th</sup>. The biologist has been brought on the team for the DMMS component of the work and we are in motion to attain the required permits. The de-vegetation of the site is still on going.

### B. Novato Creek Update

The final portion of the outer reaches of the Novato Creek survey have been completed and the survey of the creek will be posted on the District website once the data is reduced.

### C. South Lagoon Levee Update

We are anticipating to do the topographic survey of the levee the week of May 3<sup>rd</sup> utilizing the work boat and particularly looking at the area on the end of Del Oro and Cavalla cay.

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

Mr. parent noted that the ad hoc committee has met and has developed the fining needs and will be interviewing polling firms and issuing proposals to the firms. We will be setting up a meeting either May or June to have Bill Euphrat, the financial advisor, to attend the Board meeting and go over any of his finding as to the future funding needs as he has now received the project list for capital projects to 2045.

Mr. Parent noted that the lock modernization report is now in a final draft and has made edits and the report finding list a tentative schedule for construction within the next 2-5 years dependent on funding sources. The District Engineer recommends the District to accept the report.

**\*\*MOTION to approve the Control System Upgrade Study dated 3/9/21 prepared by DST Controls for the Modernization of the Navigational Locks**

**M/S: Lattanzio, Chase**

**Vote: All Ayes**

## IX. Waterways Manager Update

### A. Navigation Lock Maintenance Update -No issues to report

### B. Buoy and Navigation Marker Update

Inspection and replacement schedule for the next round of buoys is underway

**C. Aquatic Vegetation Update**

No issues to report and monitoring the temperature

**D. Water Quality Update**

We have great water quality and will be doing an extended lowering for the north lagoon April 17-26

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

The dock has served its useful life and cannot keep doing small banaids to the dock system. The life expectancy for a new dock is 15 years and would be the same as the one replaced at Dolphin Isle.

**\*\*MOTION to approve the purchase of aluminum dock in the amount not to exceed \$16,625.00 funded by Measure D.**

**M/S: Lattanzio, Furst**

**Vote: All Ayes**

**F. Additional Waterways Time Request**

1. Bahama reef dock removal and install 16hrs

2. Buoys and navigation sign removal/inspect/clean and replace 18hrs

Bahama Reef dock removal would require about 16 hours to complete and would need about 18 hours for the buoys and navigation signs removal, inspection and replacement.

**\*\*MOTION to approve 34 hours of additional time for waterway projects.**

**M/S: Lattanzio, Chase**

**Vote: All Ayes**

**X. New Business-no items**

**XI. Old Business**

**A. COVID-19 District Use of District Owned Facilities Update-Orange Tier 3/21/21**

As of March 24, 2021 Marin County will enter the tier 3 (orange) of the state blueprint for a safer economy. This allows for a 25 percent capacity and would require distancing protocols. This new tier would continue to not be suitable for indoor rentals and use of the community center as the hour limitation to 2 hours use and no more than three households allowed to attend. As it stands right now the District will continue to hold off until the yellow tier and ability to open at 50 percent capacity for any indoor rentals and hour limitations are revised.

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

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

We anticipate contractor onsite April 20<sup>th</sup> and projects should be wrapped up in two weeks.

**B. Parking Restrictions on Montego Park**

Included in the board packet were the received feedback from residents with regards to the limited parking and some issues were raised which will be looked at and will be sending another notice in next newsletter hopefully clarifying some of things that have been brought up and then submitted to the County for their outreach and final determination.

**XIII. Financials**

**A. Investment Policy**

Review and update as necessary the Investment Policy dated February 18, 2021  
**table item**

**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 April 15, 2021. Next regular meeting date:**

**Thursday, May 20, 2021 at 7:30PM**

**M/S: Lattanzio, Furst**

**Vote: All Ayes**

**Meeting adjourned at 8:13pm**