

# BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

## Regular Board of Directors Meeting Notice

Date: Thursday, September 16, 2021

### 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: Present: Lattanzio, Chase, Angelopoulos, Furst, Montobbio
- IV. Agenda Approval: approved as presented
  
- V. Approval of Minutes
  - \*\* MOTION to approve the minutes from the Regular Board Meeting of August 19, 2021  
M/S: Lattanzio, Chase  
Vote: All Ayes
  
  - \*\*MOTION to approve the minutes from the Special Board Meeting of September 7, 2021  
M/S: Chase, Furst  
Vote: Ayes- Chase, Montobbio, Angelopoulos, Furst                      Abstain: Lattanzio
- VI. Open Forum: No Comments
- VII. District Managers Report
  - A follow up letter was sent to Pacific Gas and Electric for the tower painting project in response to notice received from them seeking to resume work week of September 14<sup>th</sup>. Letter outlined board request outlined at the board meeting those conditions were met prior to moving the project forward.
  
  - Electronic Innovations was onsite looking at the relocation of the access card system at the tennis court and moving it to the current emergency exit door. Awaiting a cost for said work. They also took a look at the LPR camera and we need to look at a different software given that the current Ocularis system is no longer providing a software upgrade.
  
  - The drinking fountain at Montego was leaking and it has been fixed.
  
  - Continue to put up the No Lagoon Access signs in the open spaces in the south lagoon owned by the District where we continue to have outside public access.
- VIII. District Engineering Update on ongoing projects
  - A. North Lagoon Dredging
    - Mr. Parent note that the executed streambed alteration permit update should be

received next month and the Army Corps/DMMO is in process and Regional Quality Control Board permit is anticipated to be in January and the District will need to provide an episode permit for 2022.

President Lattanzio asked what the over cost of the dredge and was the contract awarded based on no price increase? Mr. Parent noted that the contractor came back and pricing nonverbal, and his new number was \$965K of that we can account for additional material for 80K as additional cost if price was held to original bid. The question was sent to District counsel for an opinion as to whether we can talk to second bidder or will need to be sent backout to bid given that the contract has already been awarded.

President Lattanzio asked for clarification as to whether the contract was awarded based on a written agreement in not changing the prices for next year? Mr. Parent noted that those were only verbal discussion and written confirmation was asked from the contractor given verbal conversation and at that time the contractor noted he did not have their sub-contractor available and the price increase.

President Lattanzio note the permitting has been an issue and going out to bid and thinking we were going to get the permit and now delayed for 2022, this is going to cost the district time and money.

Director Montobbio asked who is responsible getting the permits? Mr. Parent noted the permits are controlled by agencies and we did go out to bid and permits were being worked on and the only delay is the Regional Water Quality discharge permit.

President Lattanzio asked why such a delay on the agencies, is there and who can we reach out to try and move the process along? he noted that is the district goes back out to bid we need to have all the permits.

An update will be provided once we have the opinion back from counsel.

**B. Novato Creek**

The survey is complete and will be uploaded to the website with new data reduction for resident use.

**C. South Lagoon Levee**

1. Repair the displace rock along the levee cause by the public

\*\*\* MOTION to approve the repairs to the levee cause by nonresidents use in the amount not to exceed \$10,000.

**M/S: Lattanzio, Montobbio**

**Vote: All ayes**

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

At the last meeting this was brought for review and asked for comments from the Board and to submit those comments by the next Board meeting so we can move to the new phase and begin the community outreach efforts and timeline.

**IX. Routine Waterways Maintenance Update**

- A. Navigation Lock Maintenance – no issues to report
  - B. Buoy and Navigation Markers-  
Awaiting delivery of new buoys and anticipate replacement next week.
  - C. Aquatic Vegetation/ water quality – no significant changes to the growth of vegetation or the water quality. The salinity levels are high (34 ppt) which is as the open ocean.
  - D. Boat Docks/ boat ramps-no issues with the ramps  
The dock for the south lock creek side has been ordered and minor adjustments were made for alignment and dock size. The delivery and installation are anticipated form November 1<sup>st</sup>.
- X. New Business**
- A. Cable Outages Affecting the Community  
Received complaints from residents give the outages dues to a mover running over the unit and causing the outages. Have reached out to the cable company and will reach out to the County as to ways to address the cable boxes and ensue this does not happen again given the disruptions the community had given that most residents are working from home and depend on internet and phone service for their work and everyday ay life.
- XI. Park and Open Space Maintenance Update**  
We continue to address the open spaces and looking at the trees in those open areas that have structural issue, as well as need to be trimmed back.
- XII. Financials**  
Audit field work was complete and anticipate having a draft at the November Board meeting and approval for the January meeting.
- XIII. Sub-Committees**
- A. Emergency Response Team (ERT) Update- They began resuming their meetings and are getting ready to continue outreach to get more community involvement.
- XIV. Updates on Projects of Interest**
- A. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects Update
  - B. Bay Trail
  - C. Pacheco Pond
- XV. Adjournment**  
**\*\*MOTION: To adjourn the Board Meeting of September 16, 2021. Next regular meeting date: Thursday, October 21, 2021 at 7:30PM**