

# BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

## Regular Board of Directors Meeting Notice

Date: Thursday, April 21, 2022

### AGENDA

#### 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, Furst, Angelopoulos** **Absent: Chase, Montobbio**
- IV. **Agenda Approval: approved as presented**
  
- V. **Presentation by Eric Lucan, City of Novato Mayor**  
Mr. Lucan addressed members of the public noting him running for Board of Supervisor representing our District. He noted some of the issues residents brought to his attention as he walked the neighborhood.
  
- VI. **Presentation by Marin County Sheriff Deputy Maykel and CDF and Wildlife Game Warden Swaney**  
Warden Swaney addressed concerns with regards to the fishing and other activities carried out on the levee. He noted that they are understaffed, however, they have responses to the calls and have been onsite. He noted citations have been given to those who have no fishing licenses. Resident noted the number of dead fish seen along the perimeter of the levee along with the amount of trash.  
  
President Lattanzio noted the damages being done to the levee which is maintained by the CSD. We continue to see mis-use of other District owned property and trespassing District property by the fishing activities and number of residents have voiced concerns with people coming on to their docks.  
  
Warden noted they will not enforce private property and noted they might be a different understanding of what is considered a public versus a private waterway and allowed activities on those waterways. Members of the audience noted other waterways in the County noting no fishing allowed, so why would it be any different in the lagoons owned in fee by the district?  
  
Residents asked for clarification about fishing at night and if those ways illegal, CDF noted that was not illegal in their regulations.  
  
Warden Swaney noted there is a lot of misinformation as to what is allowed, and they are offering support as to what they can enforce and work on that. He noted they can only enforce state laws and county ordinance which are on books and are an official regulation.

Resident asked why the fishermen can't be instructed to use the public boat launch at Black Point, as that is a designated area and has amenities for the public to use instead of allowing them to continue to use the levee which has not facilities.

President Lattanzio noted that we will continue to work on this issue.

**VII. Approval of Minutes**

**\*\*Approval of the Minutes of March 17, 2022**

**M/S: Lattanzio, Furst**

**Vote: all Ayes                      Absent: Montobbio**

**VIII. Open Forum -Time for Public Expression (please observe a three-minute time limit)**

**IX. District Managers Report**

-Working on the 2022-2023 budget for operating, Measure A and Measure D. I am tentatively scheduling a Measure D meeting for May 10<sup>th</sup>.

-Submitted the Measure A audit general ledger to the county for fiscal 20-21. We received \$36,811 on March 1, 2022, for fiscal 21-22. The final work plans and funds received for fiscal 21-22 are due June 1<sup>st</sup>.

- Received the April teeter advance payment, here are the amounts received

Operating: \$218,521.30

Measure D: \$208,272.17

Measure E: \$46,730.60 (to pay the bonds)

Measure F: \$123,055.24 (to pay the bonds)

-The end of the fiscal year for 2021-2022 is June 30<sup>th</sup>. And given recommendations from the Auditor I need to draw down on my sick (14 hours) and vacation time (122 hours), although I have reduced hours, I am still accumulation sick time and vacation time as I did not use up all the sick and vacation for 2021. I will be submitting request for time off for Board approval.

**X. District Engineering Update on ongoing projects**

**A. North Lagoon Dredging Permit Update**

We are moving through the process and waiting for the mud sampling that will then be submitted to the DMMO. We have also approved moving forward with a multiyear dredging episode certification, given that the DMMO did not approve the one-time certification without the mud samples, this will be an annual fee imposed to the District as part of the multi-year episode certification, however, we could terminate once the dredge is complete.

**B. Novato Creek – no update**

**C. South Lagoon Levee**

Will be going back out to do another visual inspection and reference back the levee condition report taken in 2019.

**D. Measure D Committee**

Tentative meeting date May 10<sup>th</sup>.

**XI. Routine Waterways Maintenance Update**

**A. Navigation Lock Maintenance**

Have reached out to DST for the work and coordinating the movement of the limit switched out of the tidal area we are anticipating having the work performed in a day and the lock will be closed for the duration of the work.

**B. Buoy and Navigation Markers**

Replacement caps have been ordered and will also be looking at ordering 6 new buoys.

**C. Aquatic Vegetation/ water quality**

We have been working with biologist to assess the algae growth and he has recommended a new product to be used that will encompass what we were doing before with the Muck Away and the Eco boost. This new product will be used per the recommended manufacturing label and treat the lagoon for 6 months. The application of the product will be done inhouse and a schedule will be created for the application. the biologist will be onsite checking is to endure that the product is being applied as directed. The District did perform a Muck away treatment in March, however, we did not have the Eco boost product to do the second round of treatment. This product is nontoxic and suitable for the use in the lagoons.

**\*\*MOTION to approve the purchase of Muck Biotics in the amount of \$20,000 plus tax.**

**M/S: Lattanzio, Furst**

**Vote: All ayes**

**absent: Montobbio**

**For the record Vice President Chase joined the meeting 8:44pm**

**Roll Call: Present- Lattanzio, Furst, Angelopulos, Chase**

**Absent: Montobbio**

**D. Boat Docks/ boat ramps**

Calypso ramp is still having issues and the sensor limit switch has been changed out however not working and will continue to trouble shoot.

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

**1. Community Outreach and next steps**

We would like residents to take a look at an provide input and will be looking for volunteers to be part of the outreach process.

**XIII. New Business**

**A. New Water Heater for the Community Center**

We are continuing to troubleshoot the water heater, however, should we be unsuccessful we are looking replace to comply with County Health Department regulations.

**\*\*MOTION to approve the replacement of a water heater in the amount not to exceed \$15,000 and contingent on the specification being approved by the County Health Department.**

**M/S: Lattanzio, Chase**

**Vote: All Ayes**

**Absent: Montobbio**

B. Additional Marine Vessel and Utility Vehicle for Routine Maintenance

**\*\*ACTION as required**

C. Security Cameras System upgrades to New Server and Cameras

The current system is no longer supported and we have looked at upgrading the software and the unit cameras that will allow for a larger range of view at the intersection. The current location of the mounting pole will remain and will add on to the pole. This new system we are looking at will be easier to share data with law enforcement and will require having them come sit at the office and scan through hours of video.

**\*\*MOTION to approve the camera upgrades in the amount not to exceed \$10,000.**

**M/S: Lattanzio, Chase**

**Vote: All Ayes**

**Absent: Montobbio**

**XIV. Old Business**

A. YC flagpole update- no update

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

**A. Proposition 68 Parks and Water Bond Act of 2018 Per Capital Program**

Funds are available for local park rehabilitation, creation, and improvements on a per capital basis. Grant recipients are encouraged to utilize to rehabilitate existing infrastructure and to address deficiencies to neighborhoods lacking access to the outdoors

**\*\*MOTION to approve moving forward with the grant application.**

**M/S: Lattanzio, Chase**

**Vote: All Ayes**

**Absent: Montobbio**

**B. Tree Removal from parks and Open Space**

We are continuing with the vegetation management in the cul de sacs and will be addressing end of Dolphin, Cavalla Cay, Caribe Isle. We are also going to be looking at the island as well that will need to be removed prior to them falling in the waterway. Proposal will be submitted along with a priority list of what locations need to be addressed first given the condition of the vegetation.

**XVI. Financials**

The end of the fiscal year is June 30<sup>th</sup>.

**XVII. Updates on Projects of Interest**

A. Resilient Hy 37: link to the project is available via <https://scta.ca.gov/resilient37/>

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

C. Bay Trail

D. Pacheco Pond

**XVIII. Adjournment**

**\*\*MOTION: To adjourn the Board Meeting of April 21, 2022. Next regular meeting date: May 19 at 7:30PM**

Meeting adjourned at 9:56pm