

BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

**Regular Board of Directors Meeting Notice**

Date: Thursday, February 17, 2022

**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, Montobbio**
- IV. **Agenda Approval: approved as presented**
  
- V. **Approval of Minutes**
  - \*\*MOTION to approve the minutes from the Regular Board Meeting of November 30, 2021**  
**M/S: Lattanzio, Chase**  
**Vote: All Ayes**
  - \*\*MOTION to approve the minutes from the Special Board Meeting of January 24,2022**  
**M/S: Lattanzio Chase**  
**Vote: All Ayes**
  
- VI. **Open Forum -Time for Public Expression (please observe a three-minute time limit):**  
**Bill- Why was Adrian fired?**
  
- VII. **District Asset Planning Maintenance/Procedures Project**
  1. Access Key Card proposed annual fee  
President Lattanzio presented the item and apologized for how the article was written and should have been rewritten before it went out. the Board is asking for feed back and opened it to public comment.  
  
Dan Retz: what is the plan and budget, how are things budgeted for? Looks like there is no plan? What is the money going to be used for? What will prevent form neighbors sharing a key and only paying one fee?  
  
Dave Capper: What is the gross income from the keys? Budgeting process? Goal is to save money knowing you will need to maintenance and replace.  
  
Diana Pizza: we pay plenty of taxes also wanted to bring to the Boards attention the fishermen and putting boats in the south lagoon and the amount of trash left behind and has gotten worse over the last few years, these are all people who no dot resides in BMK and this needs to be addressed.

Inaudible: no clear information put up budget numbers, what is the P&L?

Inaudible: looking increase fee and have no idea how to budget

Sarah Kriletich moved to have comments made by Matt Pumpa: Where is the money going to? You can't call anyone, who is going to maintain the systems? Can get help so have tinkered with the lock when it has issues and gotten through.

Fabio Silveira moved to have his comments made by Kevin Buckler: Where did the numbers come from? High jump.

President Lattanzio noted that there is not enough funds to cover cost, installation, maintenance, replacement as everything has a life and in a marine environment that life is shortened.

Inaudible: not enough information what to hear from others on the board

Vice President Chase noted that the Board understands that there was not enough information provided and the Board is also looking at the future needs of the community and have a 20 year list of projects that will require a series of meetings and workshops as we look for sources of income to keep the community going and yes, more discussions and information will be made and look at what number is a feasible number that the whole community can agree upon.

Dave Capper: the board does a great job and we do not want to be another Bahia the community just need more information at this level, looking for community engagement and support.

Grant Sinks: the issue is that it was just a mall blurb and that the fees would take into effect tin march with just a big jump that raised eyebrows, and why not a series of increments. And that Adrian is no longer the waterways manager as he is a key component to getting permitting for projects and a direct contact with the Conservancy to ensure that they do not create a project that will have a negative impact to the community. the waterways will suffer given that he is no longer on board.

Kevin Dogan: What is the challenge? We already pay taxes and plan for expenses every 5-10 years and add maintains fee to raise the money.

Inaudible: Look at other areas in the budget to reduce costs and possible volunteers.

Jonathan Stage: The fee is a lot of money and not clear who are where the money is going? what was the selection process for the employment are they related to any one on the Board? What are the qualifications?

Daniel Bartnicki: grew up in Bel Marin and live at home and could not afford to pay for the high fees to fish were he lives look at other sources for money.

John: the 30k shortfall was that not planned for when they were put in? what is the shortfall for net year? Where does the money go?

Charles: lies on the lagoon and creek have to pay for access now

Josh Brinks: feel like that was not budgeted for and knew of the lock maintenance and replacements why was that not done and saved. Communication is an issue, how was value determined?

Ron Perks: agrees with other comments and a special assessment to raise dollar per dollars paying for improvements for all to use and it's a disproportionate burden as the rest of the community benefits and singling when everyone benefits.

TJ: communication is a challenge not the right ways to do this discussion and bring back at a later date the math is hard to add up as 385k a year at 550 and half participate is 190k.

Dan Baker: differential impact

Kevin: come back with multiple options tiered options and resolved what type of fee

Blakly Johnson: key component conflict of interest?

Inaudible: issue small lien item on page 4 of the newsletter and as of March 1<sup>st</sup> the fees were to increase and all cards were to be deactivated and not extended timeline.

Matt Glerum: reconcile budget deficit and we all participate

Inaudible: answer about Adrian.

The Board addressed comments with regards to the Waterways Manager and noted that Mr. Cormier was never an employee of the District and hired through the engineering company Foth who is still the District engineering firm and he is not the member of that team responsible for procuring permits. The Board is looking for ways to reduce cost and one way was to hire an assistant to the Waterways Manager who could undertake non-technical duties such as flushing, water sampling, minor maintenance and lock walk thought that the District did not have to pay for at a rate of \$125 an hour. Mr. Cormier is a liaison between vendors such as EEI who has been working the lock hydraulic system for years, electrical works is done by Strom Electric and DST. Mr. Cormier is still part of Foth and continues to work for the District and can focus on projects which require more technical skill.

The District Manager noted that the District spend about \$165,000 for just waterways maintenance a year and by having an in house person who can undertake some duties at a rate of \$25 an hour the District would be saving roughly \$100,000 a year that could be saved and set aside for capital improvement projects. Mr. Cormier provided the labor force the District did not have and now can self-perform at a lower rate.

Inaudible: feels not transparent and back peddling and slipping in a fee.

Director Furst noted that year ago there was an annual fee for the use of the locks and the ramps, and it was 20 dollars then 50 and that was years ago and the fee has not changed much. Yes, the District need to do better at communication providing more clear information.

Director Angelopulos acknowledged attendees and noted that the Board does not want another Bahia and resident should keep coming to the meetings and the Board will work on providing more information.

**\*\*\*MOTION to table item**

**M/S: lattanzio, Montobbio**

**Vote: All ayes**

2. Future project funding needs

President Lattanzio addressed the future funding needs of the District and noted that a list and been put together and projected out when items need to be repaired/replaced. The list is in draft form and if residents feel there is another community needs, please feel free to email the office with that item so that it can be added. The list will eb added to the website and a survey will be added to gauge community interest.

**VIII. District Managers Report**

-State Controllers Financial Transaction reports has been completed and submitted to eh state and awaiting review.

-Have not received date for the tower painting at Cavalla Cay and requested best management practices, schedule and environment protection form PG&E as this tower sits over the end of the lagoon and should be encased toe ensure no debris falls in the lagoon and it is a more sensitive location.

-received concerns with regards to the use of "Round up" which was a miss information as the District dies not use Round Up as it is banned and follows the County approved list of weed agents.

-Form 700 are due April

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

**A. North Lagoon Dredging**

1. Sediment Sampling required for a one year permit.

The project was brough before the DMMO and they are requiring re-testing of the soils and if they are high in PCB's they will require bioaccumulation testing. Foth will need to resubmit a SAP for review and approval prior to moving forward with sampling and that is anticipated to happen at the march 23<sup>rd</sup> meeting. If testing is approved and performed in March, the results should be ready in early May. The Water Boar dis unsure if they can move forward with out these results. The estimated cost is \$50-60,000.

Vice President Chase asked for additional cost before voting on this amount and what other studies and or cost should be expected.

President Lattanzio noted the need to move forward is we want to stay on schedule and not miss the permitting window.

**\*\*MOTION to approve the sediment sampling and request final assessment for final cost from Foth.**

M/Lattanzio, Angelopulos

Vote: Ayes- Lattanzio, Furst, Angelopulos, Montobbio

Nays: Chase

Vote passes

**B. Novato Creek – no update**

Don Swartz asked if the changes in the creek were in relation to the breaching at Hamilton and if that affected where the sediment is being pushed and deposited at? President Lattanzio asked to check with Foth Engineering.

**C. South Lagoon Levee**

Moving forward with revision to chapter 11.36 that is to come before the Board of Supervisors. District counsel noted that the amendments have gone before County Counsel and they noted concerns with the camping restriction given the recent laws and would not see an issue striking that section, will update the Board in March.

**X. Routine Waterways Maintenance Update**

**A. Navigation Lock Maintenance**

1. Limit Switch relocation proposal for both North and South Lock

Included in the agenda packet is the proposal for the limit switch relocation which includes items that can be self-performed and what items need to be done by vendor. One of the current issues is that at high tide the limit switches are within tidal action and need to be moved out of that tidal area.

**\*\*MOTION to approve the limit switch relocation in the amount not to exceed \$60,000 and to be performed at both locks.**

**M/S: Lattanzio, Furst**

**Vote: All Ayes**

**B. Buoy and Navigation Markers**

Replacement and cleanings performed and will obtain a quote for 8 additional buoys to replace in the north lagoon and have on hand. Will also look at cap replacements and need a total of 28 caps.

**C. Aquatic Vegetation/ water quality**

There has been observations of Sargassum weed in the north lagoon and will keep monitoring.

**D. Boat Docks/ boat ramps**

Calypso shores boat ramps is staying in the open position and will be addressed

Note that Mr. Cormier will be on leave 3/7-4/15 and the District office will work on backup during his leave should an issue come up with the locks or ramps and cannot be addressed inhouse.

**XI. Old Business**

**A. YC flagpole update**

Mr. Kuniholm addressed the board and noted that working with GEO Tech to look the pole to see if it can withstand the weight. The District staff to submit copy of structural engineer report to the YC. Update to be provided in March.

**XII. Park and Open Space Maintenance Update**-continuing with tree maintenance in open spaces.

**XIII. Financials**

**A. Audit report review for fiscal 2020-2021**

The District Manager noted that the audit draft was included in the board package and once approved it will be posted online and mailed a copy to the County and State. President Chase asked for clarification as to who performs the audit? District Manager noted that is done through an independent auditor and report is submitted to the State and County.

**\*\*MOTION to approve the draft Audit Report for fiscal year 2020-2021.**

**M/S: Chase, Furst**

**Vote: All ayes**

**XIV. Updates on Projects of Interest**

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

The District Manager noted the meeting which addressed the conceptual alignments for the future of highway 37 and one which could have an impact to BMK as it expanded from connection at 101 behind Novato Creek into San Pablo Bay. The alignments are conceptual and seeking feedback. The next level of screening will be in March/April and another public meeting in summer/fall of 2022. There is not preferred alignment as of now and the study has not assignment funding for projects. This item will be kept on the agenda as informational.

**B. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects Update**-no update

**C. Bay Trail**-no update

**D. Pacheco Pond**-no update

**XV. Adjournment**

**\*\*MOTION: To adjourn the Board Meeting of February 17, 2022. Next regular meeting date: March 17, 2022 at 7:30PM**

**M/S: Lattanzio, Chase**

**Vote: all ayes**

Meeting was adjourned at 10:15pm