

BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

Regular Board of Directors Meeting Notice

Date: Thursday, March 17, 2022

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): 7:32 PM**
- II. **Pledge of Allegiance:**
- III. **Roll Call: Lattanzio, Chase, Montobbio, Furst, Angelopoulos**
- IV. **Agenda Approval-** Approved as presented
- V. **Approval of Minutes**
 - **Approval of the Minutes of February 17, 2022**
 - M/S: Lattanzio, Chase**
 - Vote: All ayes**
- VI. **Open Forum -Time for Public Expression (please observe a three-minute time limit)**
 1. London-Could a bike rack be installed at Montego Park and what can be done about the over use of the levee
 2. Jeff-There is a large amount of trash on the levee left behind by the fishermen and the levee is a place where they do not have to pay for parking, but it is abused
 3. Will- Does not agree with the fishing practice on the levee he has witnessed 6-7 fish on a line and the amount of human waste and only going to get worse if not addressed
- VII. **District Managers Report**
 - The loan payment was made for the March 1st portion. The next scheduled payment is for September 2022. Reminder that the Bonds measure are coming due September and will be dropped off the tax bill after December.
 - Working on the 2021 Government Compensation Report due on April 15th. Once this report is submitted it needs to be uploaded to the District Website as part of the transparency in government requirements.
 - We are continuing with the vegetation management in the cul de sacs and will be addressing end of Dolphin and then end of Cavalla Cay.
 - Have requested to have a schedule for the street sweeper, waiting to hear back from county roads as to getting on a fixed schedule.
 - Received email from PG&E with regards to the upcoming maintenance work on an electric transmission tower in the median/moat of Bel Marin Keys Blvd. There is one tower near the intersection with Del Oro Lagoon with cracked foundations and will need to perform minor digging (with hand tools) to expose/inspect the cracks and implement necessary repairs, which

- may include removing any deteriorated concrete and repouring the foundations. Asking for a meeting onsite to go over the standing water in the moats and work details/ BMP's for the site.
- Enclosed id a draft frequently asked question list and looking for feedback and additional questions. Once finalized it will be added to the website.
- As part of the communication I am looking to see about reviving the communications committee and engage two board members to sit down and go over items that are important and need to be communicate with residents and which avenue to be used i.e. newsletter/website, flyers...thoughts?
- Received request for porta potty at Montego Park.
- Will be in Sacramento on March 22nd for SDRMA workshop

VIII. District Engineering Update on ongoing projects

A. North Lagoon Dredging Permit Update

Foth is finalizing the administrative permit with RWQCB. Per request form the last meeting the other items that will need to be funded and outside the general contract for the dredge is a hydrographic survey pre and post the dredge episode (estimate \$5-8k each) and construction administration (fulltime oversight not anticipated). Also is sampling come back with exceedances, additional testing may be required (bioaccumulation testing). The current sampling cost are estimated at \$50-60 thousand, and the testing was approved at the January meeting.

B. Novato Creek – no update

C. South Lagoon Levee

1. Proposed Installation of Fencing at South Lagoon Culvert Area

The Board addressed the safety concerns with people accessing the lagoon near the culvert. Resident present noted the increase of fishermen and trash, as well as all the dead fish along the shoreline. Residents noted the increase of damage to the levee and the carve out spots where fisherman camp all day. Residents asked that the Board meet with State Coastal Conservancy and advocate for no fishing. Residents noted the ongoing comments on next door and getting Fish and Wildlife to visit the area.

****MOTION to approve fence installation in the amount not to exceed \$30,000.**

M/S: Lattanzio, Chase

Vote: all ayes

D. Waterway Management Tasks to be Undertaken by the District and reduction of Consultant Services for Labor for Routine Water Management Tasks

The District Manager present a memo to the Board of directors outlining the duties to be carried out by District staff and those carried out by the Foth as it pertains to the waterway's routine maintenance. Given the outlines duties presented the number of hours for Foth are being reduced to 35 hours per month. Any hours above that allotment will need prior approval per task. The District Manager will also be creating check list forms per task completed so we can better log maintenance and keep track so we can budget for annual spends. Also, all lock transits will need to be scheduled in advance with office and

should be covered by office staff if resident cannot lock themselves though or have a neighbor assist them. The District is also engaging with vendors for backups in the event both the assistant waterways manager or the waterways manager are not available to perform a task.

****Motion to approve the revised monthly allotted hours (35 Hours per month) for routine maintenance.**

M/S: Lattanzio, Chase

Vote: all ayes

****MOTION to approve the emergency spending limit to \$5,000**

M/S: Lattanzio, Chase

Vote: all ayes

IX. Routine Waterways Maintenance Update

A. Navigation Lock Maintenance

1. Limit Switch relocation for both North and South Lock update- work to be scheduled once the hydraulic leak rapier is completed
2. Replacement of Hydraulic Leak (Northeast Corner)
February 18th we had a hydraulic leak at the south lock and temporary fix was done so that the lock could be operational for resident use. The permanent fix is being scheduled and should be completed in April.

B. Buoy and Navigation Markers-no update

C. Aquatic Vegetation/ water quality: Muck away was completed in both lagoons

D. Boat Docks/ boat ramps: Calypso Boat Ramp is having issues with the loop sensor and scheduled for replacement

X. District Asset Planning Maintenance/Procedures Project- no update

XI. New Business

A. Additional Marine Vessel and Utility Vehicle for Routine Maintenance

The District Manager noted that as we move forward and doing more inhouse maintenance we need to take a look at two things an additional smaller vessel at the south to take care of minor buoy maintenance and water quality sampling and management and a utility vehicle which was be used for debris removal, levee in and DMMS inspections. Currently Foth has a vessel in the south lagoon which they are open to selling. If the Board agrees the DM will coordinate to have the vessel inspected and bring back to the board.

The board as for more information and price range for cost to be brought back.

B. Security Cameras System upgrades to New Server and Cameras

We are looking at upgrading the system as the current server is no longer supported and we cannot upgrade, and any data is not being recorded. Members of the public supported getting this item back up and running as well as further details on the 2045 draft plan as it pertains to security. A cost for the office portion to be brought back in April.

XII. Old Business

A. YC flagpole update-no update

XIII. 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.

The District Manager has a call net week with our area representative and will find out the actual allot amount and if multiple projects could be filed for this grant.

XIV. Financials

A. Measure A Sales Tax. The parks sales tax that funds these city and town payments was placed on the June 7, 2022, ballot for renewal by the Marin County Board of Supervisors awaiting voter approval for and extension of the tax to benefit parks and open space. A notice will be added to the newsletter as this would continue to greatly benefit the improvement improvements and maintenance of the parks and open space of the community.

XV. Updates on Projects of Interest

A. Resilient Hy 37: link to the project is available via <https://scta.ca.gov/resilient37/> -once we have meeting details they will be posted on the District website.

B. State Coastal Conservancy (SCC), Hamilton and BMK V Wetlands Projects Update-residents asked about the porta potty that is sitting onsite and whether it can eb relocated as well as dust control measures when they are back onsite.

C. Bay Trail-no update

D. Pacheco Pond- no update

XVI. Adjournment

****MOTION: To adjourn the Board Meeting of March 17, 2022. Next regular meeting date:**

April 21 at 7:30PM

M/S: Lattanzio, Furst

Vote: All ayes

Meeting adjourned at 9:03pm