

# BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

## REGULAR BOARD MEETING

January 19, 2023

# MINUTES

### **I. Call to Order / Roll Call / Pledge of Allegiance**

The Agenda for this meeting was posted on January 15, 2023.

Minutes recorded by Clerk of the Board, Michael Gadoua.

President Vince Lattanzio called the Regular Board Meeting to order at 7:30pm.

Directors Present: Vince Lattanzio, Darrick Chase, Mercy Angelopulos, Cheryl Chase

Directors Absent: Steve Nash

Board Clerk Present: Michael Gadoua

### **II. Agenda Approval**

Agenda approved as presented.

### **III. Board Organization**

#### **Board Directors and Committee Chairs**

#### **President – Board of Directors**

With no other nominations for Board President, the current President agree to continue his service.

#### **Vice President – Board of Directors**

Darrick Chase, Vice-President, stated that he was stepping down to allow another person.

Due to the absence of Steve Nash, the Vice-President position has been continued to the February Regular Board Meeting. The following Committees have been established by motion and vote:

#### **Measure D Committee - Standing Committee**

Chair: Director Lattanzio; Members: Director Chase and Dan Retz, Novator Creek Representative  
Needs representatives for the North Lagoon and South Lagoon.

#### **Community Emergency Response Committee – Standing Committee**

Chair: Nominated Director Nash; Members: Director Furst, and resident participation.

#### **Community Outreach Committee - Ad Hoc (until major projects and plans are completed)**

Chair: Director Lattanzio; Members: Dan Retz and Terry Friesen, and resident participation.

#### **Beautification Committee - Ad Hoc (until project plans are developed and completed)**

Chair: Director Furst; Members: resident participation.

#### **Engineering Works of Waterways Committee – Ad Hoc (to establish waterways plan)**

District Manager Gadoua; Members: Director Lattanzio; Daniel Retz and Tom Friesen.

#### **New Resident Welcome Committee - Ad Hoc Committee (to end in December)**

Chair: Director Angelopulos; Members: Carol Hodges, Andrea Bruno, and resident participation.

#### **Traffic Safety Committee – Ad Hoc (to review and submit plan to address traffic concerns)**

Chair: Director Angelopulos; Members: Cheryl, Alison Steiger, and resident participation.

Motion to approve Board Organization, Standing Committees, and Ad Hoc Committees - as presented.  
Motion by Director Lattanzio; Seconded by Director Furst  
Vote: Ayes 4; Nays 0; Abstain 0; Absent 1  
Recorded Vote: Lattanzio, Aye; Chase, Aye; Angelopulos, Aye, Furst, Aye;  
Motion Carried.

**IV. Oral and Written Communications - Public Comment**

Resident London Fairborn: Strategy for lagoon lowering prior to storms  
Handout from Resident Terry Friesen: Traffic Safety For East End Of BMK Blvd (dated 1/19/23).

**VI. Approval of Minutes**

Motion to approve Minutes of December 15, 2022.  
Motion by Director Lattanzio; seconded by Director Chase.  
Vote: Ayes 4; Nays 0; Abstain 0; Absent 1  
Motion Carried.

**VII. Administrative/Operational Communications  
District Manager's Report**

Legislative Updates discussed.

1. Documents CGC § 54957.5
2. Nuisances CGC § 54957.95
3. Dogs – prohibited from the kitchen

CSD Operations:

- Bank Transfers, can be approved via email
- Consent Calendar reflecting summary of accounts and amount paid
- BOD packet documents – a copy to be made available for residents to review
- Cub Scouts Pack 27 – Scheduled to use the CC first Wednesdays of the month
- Yacht Club/CSD issue with CC tables chairs – add to the February Agenda
- Purchase 26 chairs; dispose of extra tables; repair storage room; costs?
- Need geotechnical person; design; structural engineer; Flag pole - \$20,000?
- March 18 – Casino night

**VIII. Updates on Ongoing District Engineering Projects**

- A. North Lagoon Dredging Permit  
No report from Foth – expected to be finalized before March
- B. North Lagoon Sluice Gate  
Powerpoint presentation presented by Dan Retz; DM instructed to post on the website.  
Reports not yet received by JDH. Foth and Global to follow up with Outline Rectifiers are out of operation and need replacement, Partial protection is being provided by the submerged steel structures. Two panels are not electrically connected into the system – panels are severely corroded, need repair and bonded into the cathodic protection system.
- C. Novato Creek
- D. South Lagoon Levee

Discussion included Director Lattanzio and residents: Dan Retz, Madeline Thomas, and Scott Lee.

**IX. Update on Routine Waterways Maintenance**

- A. Navigation Lock Maintenance  
EEI has returned to provide maintenance service to the locks.
- B. Buoy and Navigation Markers  
The District Manager has cleaned most of the North Lagoon buoys and some of the South Lagoon buoys.
- C. Aquatic Vegetation / Water Quality  
To be continued to March Agenda
- D. South Lagoon Diffuser Systems  
Negotiating contract with LakeTech for maintenance of lagoons.

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

Community Outreach and next steps

Director Lattanzio will work with the District Manager and Dan Retz to develop an outreach program to provide residents with information regarding the costs and development for the major projects required to maintain the waterways of BMKCSO.

There is a need to create a Resident Contact List.

**XI. New Business**

Pacific Gas & Electric Issues

Resident Kelly O’Haire addressed the Board of Directors

Previously worked for PGE; talked to management; it’s not storms or trees - BMK has old infrastructure; not enough complaints from residents; unable to garnish support from residents; need to have BOD engaged with PGE; feels that most residents have accepted the status, many buy generators; “the feedback that I got was that nobody is complaining; I am happy to try to help;” said that she can find out who can assist as she still has contact information; asked to send contact info to District Manager.

District Manager instructed to contact PGE and invite to BOD mtg.

**XII. Old Business**

- A. Employee Handbook (Second Reading)  
Got comments from one Director.  
Handbook continued due to Counsel’s delay in providing Employee Handbook. Upon receipt District Manager has been instructed to forward draft to Board members, which will review and provide editorial comments by February 6; and submit to Counsel for finalization of Employee Handbook - continued to February Agenda.
- B. Maintenance of Vegetation Growth on BMK Boulevard  
No action taken – continue to February Agenda.
- C. Review of CSD Rental and Access Agreements  
No action taken - continued to February Agenda.

**XIII. Financials**

- A. The CSD draft audit is expected to be received after 12/15 per June Nguyen, R.J. Ricciardi, CPAs.  
Include Consent Calendar and Audit information.

**XIV. Park and Open Spaces**

No updates.

**XV. Updates on Projects of Interest**

No updates - District Manager instructed to talk to Liz Lewis, DPW Flood Control Engineer and discuss the release of water from Pacheco Pond.

**XVI. Adjournment**

Motion to adjourn the Board Meeting of January 19, 2023.

Motion by Director Lattanzio; seconded by Director Chase.

Vote: Ayes 4; Nays 0; Abstain 0; Absent 1

Motion Carried.

Next regular meeting scheduled for date: February 16, 2023

Respectfully submitted,

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Michael Gadoua, Board Clerk