

# BEL MARIN KEYS COMMUNITY SERVICES DISTRICT

## REGULAR BOARD MEETING

April 25, 2023

# MINUTES

### **I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE**

The Agenda for this meeting was posted on April 19, 2023.

Directors Present were Vince Lattanzio, Cheryl Furst, Mercy Angelopulos, Steve Nash, Chris Fehring  
Minutes recorded by the Clerk of the Board, Michael Gadoua.

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

### **II. APPROVAL OF MINUTES**

a. Regular Meeting of March 16, 2023

**Motion to Approve March 16, 2023 Minutes**

Motion by Director Lattanzio; seconded by Director Nash

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

b. Special Meeting of March 29, 2023

**Motion to Approve March 29, 2023 Minutes**

Motion by Director Lattanzio; seconded by Director Furst

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

### **III. PUBLIC COMMENT**

George Kuniholm, Commodore, BMK Yacht Club, proposed an exchange of services and a share in the costs for a \$5,900 Soils Report. CSD would pay half and then receive installation of a concrete anchor and stiff arm for the south side of the CSD dock. This would relieve the need for guidelines and allow for boats tie up on the north side of the dock.

- To be Agendized for May 18 Meeting

### **IV. ADMINISTRATIVE COMMUNICATIONS**

a. District Manager's Report

1. Operations

\* Hired Administrative Assistant

\* CHW – interviewing continues

Receipt of Vortex Mucbiotic Spreader

Pontoon Work Boat – Mac V negotiating transfer of ownership

DM to research NBWA re: membership advantages

Lowering lagoon water level for maintenance/repairs will occur in October/November; this will also help in killing the excessive algae

along the shoreline – the date TBD with hot couple of weeks – extremely low tide late June/July

Call Vector Control – publish in N2N, add mosquito bait to fresh water

2. Financials

Attached – bank balances.

b. Committee Reports

1. Community Outreach / Strategic Planning Committee – Vince Lattanzio  
Mac/Vince finalizing amount to fund project asking for public input  
Sue and Madeline researching CSD records

2. Community Emergency Response Committee – Steve Nash

Met 4/3, filled positions, requesting more than \$2,500 per year. Wants to move Connex box to culvert enclosure; will use marquee to post notices during emergencies; will update new batteries for radio; new County OES director, Steve Torrence, will attend next ERTC meeting and will get CERT training for the Board and committee; planning National Night Out; Matt Elkins, Red Cross, will replace smoke alarms for people who can't afford them – which will occur in October and the earthquake preparedness. ERTC will adopt AED replacement, Carol Hodges will transfer herself to the ERTC for maintenance of the AED.

3. Engineering Works of Waterways - Dan Retz

Report Out – see below

4. Traffic Safety – Steve Nash

Locations identified and will start putting it down on paper.

5. Beautification – Cheryl Furst

Met a couple of times, reached out to Point Blue; will look into getting a speaker; need to push the work back from June to September; ideas for making the islands look nice were shot down.

Need to revisit the signage at the end of the summer.

CF did find a grant for signage. And will work on finding funding from other sources this week.

6. Welcome to the Keys – Mercy Angelopoulos

Currently has five members; created a Sharepoint document to share ideas; will develop a list of new residents moving in since January to now; meetings are on the fourth Monday of each month; next agenda includes budget and resources. Will make contact with realtors for investment and contact information. We have plenty of realtors.

c. PG&E Update – Steve Nash

Kelly O'Haire and I met with a representative of PG&E, had a very good meeting. And will tour neighborhood with senior VP along with the person we met; it was decided that BMK was a "high priority community." Will not put name in minutes as it could change.

V. UNFINISHED BUSINESS

a. Community-Benefit Application and Agreement

**Motion to Approve Community-Benefit Application and Agreement**

Motion by Director Lattanzio; seconded by Director Angelopoulos

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

Despite signing the Agreement to access boat ramps, which prohibits loaning key cards to a third party, residents have been doing just that. This will give vendors a key card and hold them responsible for their activities at BMKCSD.

- b. Vendor License Application and Agreement (to be written as a generic form)

**Motion to Approve Vendor License Application and Agreement**

Motion by Director Lattanzio; seconded by Director Angelopulos

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

**VI. UPDATES ON ONGOING DISTRICT ENGINEERING PROJECTS**

- a. North Lagoon Dredging Permit

April 17, 2023 receipt of RWQCB's Certification and Order DM to work with Foth in moving forward with the dredge project. The project includes preparation of the DMMS.

- b. North Lagoon Sluice Gate/Stoplogs

Three quotes for Stoplogs, still researching material, transportation, installation, crane, and overall costs is still pending; and is dependent on the cost of the dredge. Also need a crane price.

Discussion included talk about anticipation of rain and rising lagoon water which brings up the need to lower prior to rain; however, as the rainy season progresses, even with low tide it is challenging to wait for the Creek to be lower than the lagoon due to runoff, and this past season so excessive runoff not seen before.

Ensure that we can add on for climate change and sea level rise. Rectifiers \$25K replacement cost.

- c. Cathodic Protection - Rectifier

**Motion to Approve funding up to \$26,000 for a new or repair of existing rectifier**

Motion by Director Lattanzio; seconded by Director Nash

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

- d. Novato Creek

- e. South Lagoon Levee

1) April 14, 2023, letter to SCC – confirmation of letter being mailed  
2) DM revisited site with Linda Tong, Project Manager, SCC; and Russ Barnes, Wilshire Consulting.

**VII. UPDATE ON ROUTINE WATERWAYS MAINTENANCE**

- a. Navigation Lock Maintenance

March 24, 2003 Corrosion Integrity proposal (replacing rectifiers)

- b. Buoy and Navigation Markers

To be cleaned annually

**Motion to Approve purchase of three illuminating buoys as a pilot program**

Motion by Director Lattanzio; seconded by Director Nash

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

- c. Aquatic Vegetation / Water Quality  
Vortex enroute from manufacturer
- d. South Lagoon Diffuser Systems  
Need to be cleaned by new hire – cleaned annually  
Flushing should occur in coordination with the Pacheco Pond.
- e. North Lagoon aerator systems  
Research for a surface aerator
- f. Pacheco Pond  
DM to review Pacheco Pond Water Management Plan  
Sue to follow up with PG&E's release of water into Pacheco Pond

**VIII. PARKS AND OPEN SPACES**

Montego Park

AT&T repaired the telephone line to the Multi-Court

**IX. UPDATES ON PROJECTS OF INTEREST**

- a. Conveyance of South Lagoon Levee from State Coastal Conservancy  
In Negotiations
- b. Rezoning of Adjacent Wetlands  
April 24, 2023 Letter to Marin County BOS Sent with 20 cc recipients

**X. DIRECTION OF FUTURE AGENDA ITEMS**

Yacht Club proposal  
ERTC Funding for Connex Box – Placement? Culvert Enclosure?  
Call Andy McAghon – status  
Check camera re: Culvert security  
Notice Inviting Bid, advertising

**XI. ADJOURNMENT**

**Motion to Adjourn**

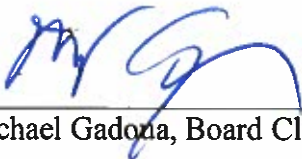
Motion by Director Lattanzio; seconded by Director Furst

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

Next regular meeting: May 18, 2023

Respectfully Submitted,




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Michael Gadoza, Board Clerk