

# Bel Marin Keys Community Services District

4 Montego Key  
Novato, CA 94949

Office: 415.883.4222  
www.bmkcsd.us

## REGULAR BOARD MEETING

July 20, 2023

# Minutes

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

The Agenda for this meeting was posted on July 17, 2023

Directors Present: 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. CLOSED SESSION**

Pursuant to Government Code §§54957, et seq., the Board will hold a closed session for the following reason: Public Employment – Review

### **III. APPROVAL OF MINUTES**

Regular Meeting of June 29, 2023

#### **Motion to Approve June 29, 2023 Minutes**

Motion by Director Lattanzio; Seconded by Director Nash

Vote: Ayes 5; Nays \_\_; Abstain \_\_; Absent \_\_.

**Motion Carried.**

### **IV. CONSENT CALENDAR**

Ratification of Checks Issued

#### **Motion to Approve Consent Calendar**

Motion by Director Lattanzio; Seconded by Director Angelopulos

Vote: Ayes 5; Nays \_\_; Abstain \_\_; Absent \_\_.

**Motion Carried.**

### **V. PUBLIC COMMENT**

Melanie Wright expressed her experience with damage to her dock from boats speeding, creating large wakes, and violating local boating rules.

### **VI. ADMINISTRATIVE COMMUNICATIONS**

a. District Manager's Report

#### **1. Financials**

a. Consolidation of Measure E and F accounts into Measure D

b. Bank of Marin Account Balances

#### **2. Operations**

a. Reviewing security camera for CSD Office

Cameras were approved for purchase to provide security around the community center.

b. CSDA Annual Leadership Conference – August 28-31

CSDA will pay tuition cost of Conference for DM

c. Approved proposal for dead palm tree removal

Brightview will remove the tree.

- d. South Lagoon Culvert Fencing  
More bids/proposals are planned, while we wait for the completed survey.
- b. Committee Reports
  - 1. Community Outreach / Strategic Planning Committee – Vince Lattanzio  
BMK Neighborhood Alliance, meeting every other week, will be out meeting with residents during the National Night Out event, and will hand out a detailed flyer reflecting pertinent material of funding needs; and members plan on addressing talking points with residents.
  - 2. Community Emergency Response Committee – Steve Nash  
Steve and members of his committee, and Neighborhood Alliance will be set up for National Night Out.
  - 3. Engineering Works of Waterways - Michael Gadoua. DM  
DM is continuing to work with Foth and Dixon Marine in planning the logistics for the upcoming dredge.
  - 4. Traffic Safety – Steve Nash  
Steve is meeting with Supervisor Lucan and DPW to discuss traffic issues in the neighborhood.
  - 5. Beautification – Cheryl Furst  
Cheryl's Beautification committee is discussing options to enhance the BMK entrance. Meetings to occur every second Tuesday at 6:30pm at the Community Center.
  - 6. Welcome to the Keys – Mercy Angelopulos  
Welcome baskets prototype will be unveiled at the August Board meeting.
  - 7. PG&E – Steve Nash  
Steve is waiting to meet with the Senior Vice President.

## VII. UNFINISHED BUSINESS

- a. Security Fencing at South Lagoon North Culvert - Pending Survey
- b. 23/24 Clubhouse Rental Application and Agreement - Second Read  
Modified draft of non-resident's Clubhouse Rental Application and Agreement  
**Motion to Approve 23/24 Non-Resident Rental Application and Agreement**  
Motion by Director Lattanzio; Seconded by Director Angelopulos  
Vote: Ayes 5; Nays \_\_; Abstain \_\_; Absent \_\_.  
**Motion Carried.**
- b. Waterways/Open Space vehicle (pending)
- c. Enlarge enclosure at culvert (pending – waiting for survey and contractor bids)

## VIII. DISTRICT ENGINEERING PROJECTS

- a. Novato Creek & North Lagoon Dredge  
July 11, 2023 Foth Letter, Award, to Dixon Marine Services, Inc.  
Notice of Award, 2023 Dredging Project
- b. Universal Rectifier – On Hold
- c. North Lagoon Sluice Gate/Stoplogs – On Hold
- d. Novato Creek - No Update

## IX. WATERWAYS MAINTENANCE

- a. Energy Experts International Navigation Lock Maintenance Report
- b. Aquatic Vegetation/Water Quality – Mucbiotics and Eco Boost being applied
- c. South Lagoon Diffuser Systems – No Update

d. North Lagoon aerator systems  
Proposed Aerator System attached, offered as a pilot program for the North Lagoon Airlift Aerators discussed as locations providing power are limited to the North Lock, Calypso Boat Ramp and the CSD Office. A pilot program was proffered for the installation of an aerator/diffusers in the north lagoon drawing power from 4 Montego Key, not to exceed \$6,000. To include aerator, diffuser(s), weighted air hoses, and the costs of hooking up the system.

**Motion to Approve Funding for North Lagoon Aerator System Pilot Program up to \$6,000**

Motion by Director Lattanzio; Seconded by Director Nash

Vote: Ayes 5; Nays \_\_; Abstain \_\_; Absent \_\_.

**Motion Carried.**

**X. PARKS AND OPEN SPACE**

Parks and Open Space – working with Beautification Committee

**XI. PROJECTS OF INTEREST**

- a. Highway 37 – No update
- b. State Coastal Conservancy South Lagoon Levee Conveyance - Pending
- c. Novato Bayside Trail – No Update
- d. Pacheco Pond – No Update
- e. Rezoning of Adjacent Wetlands – Marin County Application Expired.

**XII. NEW BUSINESS**

- a. Marin/Sonoma Mosquito Vector Control – Mercy Angelopulos  
7/14/23 Spray - Added to inform the community.

DM to ask Marin/Sonoma Mosquito Vector Control and DPW for street sweeping, to provide more notice, if possible, to the residents of BMK. DM instructed to research the costs of a 3’x4’ low profile, subtle screen, marquee to be placed at the CSD office building.

**XIII. FUTURE AGENDA ITEMS**

**XIV. ADJOURNMENT**

**Motion to Adjourn**

Motion by Director Lattanzio; Seconded by Director Furst

Vote: Ayes 5; Nays \_\_; Abstain \_\_; Absent \_\_.

**Motion Carried.**

Next regular meeting: August 17, 2023

Respectfully submitted,

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Michael Gadoua, Board Clerk

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Date