

**MEETING MINUTES**  
**Measure G Oversight Committee**  
**BMKCSO Community Center**  
**Tuesday June 17, 2025 6:30pm**

**I. Roll call and introductions:**

Vince Lattanzio, Board Lead	vlattanzio@bmkcsd.us	
Steve Nash, Board Lead	snash@bmkcsd.us	
Brian Clark	bclark@bmkcsd.us	
Matthew Glerum	matthewglerum1@gmail.com	
Aylene Lambert	aylenefromthe6@gmail.com	ABSENT
Martin O'Leary	martin.oleary@comcast.net	
Terry Friesen	terry.friesen1@outlook.com	
George Kuniholm	gkuniholm@gmail.com	
Randy Pollack	randypollak@yahoo.com	
Pamela Horick	pamelavalverdehorick@gmail.com	
Jon Stage	jon.stage@gmail.com	
Dave Herz	daveherz0@gmail.com	
Ruth Peterson	ruth_peterson@sbcglobal.net	ABSENT
Robin Lee	robin.lee8@gmail.com	
Michael Zatto	michaelzatto@sbcglobal.net	
Kevin Dugan	kevindugan1966@yahoo.com	

**II. Current Projects**

**STOP LOGS FOR NORTH LOCK:**

**DISCUSSION:** Brian Clark received a sample Stop Log from Bay Marine to test the dimensions. When Brian used the CSD workboat to install the Stop Log in the lagoon end concrete grooves, it had adequate clearance at the top of the lock but was too long to slide down the grooves more than 3 or 4 feet. Either the grooves have varying spacing, or the lock walls are wider at the top than at the bottom. The sample Stop Log is too long to slide to the bottom of the lock.

We decided that a diver should be hired to measure the width of the stop log grooves from top to bottom in 3 foot interval.

**MOTION BY VINCE LATTANZIO: APPROVE USE OF DIVER(S) TO MEASURE DISTANCE BETWEEN STOP LOG GROOVES OF NORTH LOCK, ON BOTH LAGOON AND CREEK END OF LOCK**

SECONDED BY: Matt Glerum

VOTE: UNANIMOUS IN FAVOR

**MOVE STOP LOGS FOR SOUTH LAGOON LOCK FROM NORTH LAGOON SEAWALL TO SOUTH LOCK:**

**DISCUSSION:** If a crane is used to move these existing stop logs to the PG&E "bridge" at the South Lock, will the CSD workboat be able to move them into the concrete grooves when they are needed? What is the weight of each stop log for the South Lock? Is it better to use the crane hired to move the stop logs from the North Lock seawall to also install the stop logs in the concrete grooves at the same time, rather handling these stop logs twice?

**No Action** was agreed on at this time because it will likely be over a year before the South Lock repairs begin.

**WRA ENVIRONMENTAL CONSULTANTS PROPOSAL FOR OBTAINING PERMITS TO PERFORM MAINTENANCE OF NORTH AND SOUTH LOCKS**

**DISCUSSION:** The proposal is for permits to perform maintenance work on North and South locks. It is anticipated that additional permits may eventually be required if we decide to repair the flushing gates at the North lock, increase the capacity of the South Lagoon overflow, or connect the North and South lagoons with a culvert and valve(s).

The lock maintenance permit is expected to take a year to procure and will be valid for 5 years. Vince Lattanzio will request that WRA modify the text of their proposal to consistently refer to "stop logs" rather than terms such as flash boards, cofferdam, etc.

Emphasize that installing the stop logs for maintenance of the locks was part of the original design which was approved and permitted in 196??

Remove the last sentence of the 5<sup>th</sup> paragraph of WRA June 16, 2025 Memorandum  
Dewatering will be accomplished by pumping water from lock cavity into our lagoon

**MOTION BY VINCE LATTANZIO: THIS COMMITTEE APPROVE AND FORWARD TO THE CSD BOARD WRA'S PROPOSAL FOR OBTAINING PERMITS FOR LOCK MAINTENANCE AT A COST OF \$87,910.**

SECONDED BY: Matt Glerum

COMMITTEE VOTE: UNANIMOUS IN FAVOR

**SGH MAY 13, 2025 PROPOSAL TO PROVIDE ENGINEERING DESIGN, DRAWINGS, SPECIFICATIONS, AND CONSTRUCTION SUPERVISION FOR REPAIRS TO NORTH AND SOUTH LOCK STRUCTURES, THEIR ELECTRICAL AND HYDRAULIC SYSTEMS, SEAWALLS, AND DESIGN TO RAISE NORTH LOCK GATES TO TOP OF SURROUNDING CONCRETE**

**DISCUSSION:** SGH's proposal is deemed both necessary to accomplish the work and reasonably priced. Their Lock inspection in September 2024 was deemed thorough and of high quality. As a result, the Committee has confidence in SGH's ability and pricing.

**MOTION BY VINCE LATTANZIO: THIS COMMITTEE APPROVE AND FORWARD TO THE CSD BOARD SGH'S PROPOSAL FOR LOCK CONSTRUCTION DRAWINGS, SPECIFICATIONS, AND CONSTRUCTION MANAGEMENT**

SECONDED BY: Terry Friesen

COMMITTEE VOTE: UNANIMOUS IN FAVOR

**DISCUSSION OF REPAIRS TO LOCKS:**

- South Lock will be repaired first because of more severe deterioration and then North Lock. Repairs will be initiated when funding is available, permits have been obtained, and we are within the Army Corps of Engineers window of September through January when construction in waterways can be accomplished. Steve Nash said funding from banks or borrowing from other BMK funded measures will be considered if necessary to get the work started as soon as permits are obtained.
- Contractors will be vetted with a Request For Qualifications prior to sending a Request For Quote because BMK CSD is required to use the low bidder, but we need to be sure

all bidders are actually qualified to do this work and have a good operational history. We need to reach out to contracting firms to add to the list of firms we will ask for qualifications.

Motion by Vince Lattanzio to pre-approve appropriate contractors

SECONDED BY: Kevin Dugan

VOTE: UNANIMOUS IN FAVOR

**SCHAAF & WHEELER PROPOSAL TO PROVIDE HYDROLOGICAL AND HYDRAULIC MODELING OF THE BMK NORTH AND SOUTH LAGOONS TO OPTIMIZE FLUSHING AND CONSIDER THE EFFECT OF RENEWED RADIAL FLUSHING GATES AT THE NORTH LOCK, A CULVERT CONNECTING NORTH AND SOUTH LAGOONS, AND THE SOUTH LAGOON OVERFLOW SPILLWAY.**

DISCUSSION: Steve Nash said we should postpone discussion until after he consults with legal advisors regarding conflict of interest since Robin Lee is both a Measure G Committee member and an employee of Schaff & Wheeler. **TABLED**

**V. New Business**

- a. Interview Engineering Committee with estimated costs  
Recommendations from SGH:  
CS Marine – Mark Weisz [mark@csmarine.com](mailto:mark@csmarine.com)  
Power Engineering Construction – Wayne Stonecipher  
[wds@powerengconstruction.com](mailto:wds@powerengconstruction.com)  
Jeff Van Meter [jvanmeter@powerengconstruction.com](mailto:jvanmeter@powerengconstruction.com)  
Manson Construction- Kelly Blythe [kblythe@mansonconstruction.com](mailto:kblythe@mansonconstruction.com)
- b. Locks plan update – South first. North second.
- c. Hydrologic Study & Sediment Management report– Robin Lee
- d. S. Lock 2026
- e. N. Lock 2027
- f. Flood gates – TBD
- g. Permit updates

**VI. Finances**

- a. Measure G Savings - \$1,351,432.80
- b. Measure G Checking - \$9,001.14
- c. Measure D Savings - \$453,248.25
- d. Measure D Checking - \$9,009.77
- e. Operations Savings - \$2,592,395.95 (keep in mind all operating expenses are pulled from the savings account for the FY)

**VI. Adjournment of meeting**

Motion to adjourn: Vince Lattanzio;

Seconded by Terry Friesen

Motion carried 7:57pm

**Next Board of Directors Meeting Thursday June 26, 2025 7:30pm**

**Certificate of Posting**

I declare under penalty of perjury under the laws of the State of California, that I am employed by the Bel Marin Keys Community Services District, and that I caused this Notice & Agenda to be posted on the District's website ([www.bmkcsd.us](http://www.bmkcsd.us)), as well as on the interior and exterior bulletin boards located at the District Office, 4 Montego Key, Novato, California, on the date reflected below.

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Lisa Lue, Board Clerk

June 23, 2025