

# Bel Marin Keys Community Services District

4 Montego Key  
Novato, CA 94949

Office: 415.883.4222  
www.bmkcsd.us

## NOTICE & AGENDA of the REGULAR BOARD MEETING July 18, 2024 – 7:30pm BMKCS Community Center

**Assistance for the disabled:** If you are disabled and need accommodation to participate in the meeting, please call our Administrative Assistant, at **415.883.4222** so that the necessary arrangements can be made.

This Board Meeting is available for real-time viewing via Zoom. The meeting starts promptly at 7:30; however, online participants seeking to provide public comment should sign on at 7:15 and connect with the Video Coordinator. The Zoom link is (cut/paste may be required):  
<https://us06web.zoom.us/j/86119410164?pwd=EDDOJky6mokf8UBoVFz54raXSUamar.1>  
Meeting ID: 861 1941 0164; Passcode: 301734.  
Please note that the Coordinator is unable to take telephone calls during the meeting.

The Board meeting agenda and all supporting documents are available for public review at 4 Montego Key, Novato, California, 94949, 72 hours in advance of a scheduled board meeting. Materials related to an item on this agenda submitted to the Board after distribution of the agenda packet, and not otherwise exempt from disclosure, will be made available for public inspection at the District Office at 4 Montego Key, Novato, California, during normal business hours, Monday through Friday, 8:00am to 4:00pm. Copies of supplemental materials distributed at the Board meeting will be available for public inspection at the meeting location.

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

*To speak on any item under discussion by the Board on this agenda, you may do so upon receiving recognition from the Chair. Time limitations on public testimony may be imposed at the discretion of the President in conformity with Board Meeting Policy Provisions. (Please Turn Off Cell Phones)*

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

The Board of Directors will review, amend, and approve the prior month's meeting Minutes

- a. Regular Meeting of June 20, 2024 – Action item – Attached

### **III. CONSENT CALENDAR**

*Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If the Board or the public desires discussion, that item will be removed from the Consent Calendar and will be considered separately.*

- a. Ratification of Checks Issued June corrected – Attached
- b. Ratification of Checks Issued – Action Item - Attached

### **IV. PUBLIC COMMENT**

- a. *Citizen Business/Oral and Written Communications on items not appearing on this agenda. Residents are advised to limit discussion to one presentation per individual. Please observe the time limit of 3 minutes. Please fill out a BMKCS Public Comment Sign-In Card and present it to the Clerk. **Note:** Any item raised by a member of the public, which does not appear on the agenda, but which may require Board action shall be referred to the District Staff for investigation and disposition – unless the item requires emergency action by the Board or the need to take such action arose after the posting of the agenda within the meaning of Cal. G.C. §54954.2(b).*
- b. Correspondence and/or Presentations

V. **ADMINISTRATIVE COMMUNICATIONS**

a. Interim District Manager's Report

1. Financial

- a. Bank of Marin – Account Balances – Attached
- b. FY 24/25 Budget Corrections – Action item – Attached
- c. Signature cards for Bank of Marin – Waiting on one signature

2. Operations

- a. Waterways Rules and Regulations folded map -Request CST assistance with updating ordinances. Office staff will work on advertisers to offset the printing costs. Unicorn Printing, owner is BMK resident and has given a proposal (March 2024) for printing costs **\$1,358.76** or **\$1,488.02**-Action item - Attached
- b. Brightview Proposal -System repairs and Irrigation System Repairs BMK **\$5,256.37**-Action item – Attached
- c. 2024 Biennial Notice for Conflict of Interest Codes;- Attached  
Due dates; Notice 7/1, Return To County Board of Supervisors by 10/1
- d. Maloney Construction-Emergency repair Calypso - **\$5,200.00** – Approval of payment
- e. Lake Tech – Aerators and diffusers arrived for South Lagoon – payment has been sent **\$5,603.95**. Checking with Strom Electric to verify culvert has proper electricity

3. Calendar

- July 23 - CSD Hot Dog Day
- August 1 – Food Truck Event
- August 6 – National Night Out with Food Truck

b. *ad hoc* Committee Reports

- 1. Grant Writing Committee Report
- 2. BMK Community Safety Committee Report (ERT/Traffic/PGE) – Flock Safety Quote - Action item- - Approval of payment **\$6,800.00**
- 3. Beautification Committee Report
  - a. July 9, 2024 BC Meeting speaker presentation
- 4. Welcome to the Keys Committee Report
  - a. August Food Truck
- 5. Communications Committee
  - a. Received USB OF Sample Policy Handbook CSDA
  - b. Steve Lillo, Planetlink – Updating webpage – see attached

VI. **STANDING COMMITTEE REPORTS A & D**

- a. Parks Committee: Sunset Beach Park and Property 68 Grant Funding – GEKO proposal signed and returned

VII. **UNFINISHED BUSINESS**

VII. **NEW BUSINESS**

- a. Engineering Committee Report
  - a. Proposal from SGH for marine infrastructure inspection, assessment and recommendation- Signed and returned. Tentative work date August 13, 2024

IX. **WATERWAYS**

- a. Expand Waterway Committee for rules, regulation reviews and updates to Marin County Ordinances #3764, Section 1136-070

X. **PARKS AND OPEN SPACE**

a. See Parks updates from Park Committee

XI. **ITEMS OF COMMUNITY INTERESTS**

a. Pattern Energy - No update

XII. **FUTURE AGENDA ITEMS**

XII. **ADJOURNMENT**

All matters before the Board are being addressed – motion to adjourn.

Next regular meeting: August 15, 2024

**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.

*LS*

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Lisa Lue, Interim Board Clerk

July 15, 2024