

Bel Marin Keys Community Services District

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MINUTES REGULAR BOARD MEETING September 19, 2024 – 7:30pm BMKCS Community Center

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

The Agenda for this meeting was posted/published on September 12, 2024. President Lattanzio called the Regular Board Meeting to order at 7:30pm and called roll. The directors present along with Vince Lattanzio were, Cheryl Furst, Steve Nash, Mercy Angelopoulos and Chris Fehring. A quorum was established, and the pledge of allegiance was recited. Minutes conducted by Interim Board Clerk, Lisa Lue

II. APPROVAL OF MINUTES

Motion to approve August 22, 2024 Minutes

Moved by Director: Lattanzio; Seconded by Director Fehring

Director Vote: 5 Ayes

Motion Carried

III. CONSENT CALENDAR

Motion to approve Ratification of checks and payroll issued

Moved by Director: Lattanzio; Seconded by Director Nash

Director Vote: 5 Ayes

Motion Carried

IV. PUBLIC COMMENT

Correspondence and Presentations

- a. Hava Zlotnik – 22-year resident. Uses electric boat at night and it is hazardous without the lighted buoys at each mark. Will send information to Lisa on Coast Guard law regarding blue light. Thanks the board for doing a good job.

V. ADMINISTRATIVE COMMUNICATIONS

a. Interim District Manager's Report

1. Financial

a. Bank of Marin – Account Balances –

2. Operations

a. Clubs using Community Center – Clubs using facility should carry their own liability insurance and if serving alcohol, a permit from ABC. CSD still researching information.

b. Parking Lot lights and bollards – Install is complete. Looks beautiful. Solar lights and bollards

c. Zoom – Discussion due to lack of participation – Keep Zoom in place. Viewer can comment on Zoom. Six people in attendance.

d. Drop Box – Compare Microsoft 365 vs. Google Suite, One drive and Drop box Request a comparison from Dan Pagano, IT.

e. Brightview – All irrigation has been fixed.

f. Inquiry – Ahmad Isa, 10 Dolphin Isle – Letter sent. CSD not responsible for damage. Tree expert said not from tree.

g. Computer software update – Board wants more information regarding wireless port equipment and extender

h. CSD trees that need trimming and/or removing – Tabled for more proposals

3. Calendar

October 3, 2024 4:30pm Boat Christening (both boats) – light refreshments

October 3, 2024 5:00 pm Food Truck – Last food truck of the season Casa Nostra/Italian and Korean/Mexican food truck

October 25, 2024 Meet the CSD – 1-3PM information on CSD, clubs, keycard access, maps – Invite the clubs to have a table. Invite the candidates on the ballot and other vendors.

b. *ad hoc* Committee Reports

1. Grant Writing Committee Report – Grant writer reaching out to County. Make contact with Roger and SF Estuary partnership
2. BMK Community Safety Committee Report (ERT/Traffic/PGE) – September 29 moving contents in ERT shed to S. lagoon 2nd Conex box. One box for emergency response for disasters S. side and one on N. Side by Calypso. National Night Out well attended. Good community involvement with MCSO, NFP, Search and Rescue, Supervisor Lucan, and Health Department with Narcan demo table. Flock invoice license plate reader **\$6,800.00** – working on permits for placement. Real time dispatch to MCSO. Readers are solar.
3. Beautification Committee Report – from Clint Kellner, PhD - draft recommendation for improving Habitat and report recommendations for islands- Tabled; planting first or second week of October. Brightview to volunteer with planting and dripline
4. Welcome to the Keys Committee Report
 - a. Food truck – September was second to last event. October 3 is last event of the year. Combined with boat christening will be held at 4:30pm same day. Volunteers will deliver flyers. Rules and Regulations Mercy will help write up rules and look at Wednesday night for next year
5. Communications Committee
 - a. Office policies – Draft of Inquiry report – to be placed on the website for incidents. Form is a work in progress. Make distinction if a police matter or CSD.
 - b. PlanetLink – Steve Lillo **Update** on website Invoice attached for additional **\$443.70** purchased two plug ins and clean up. Future invoices over bid need to be discussed before hand
6. Parks Committee – Town Hall update November 10, 2024 10am- Noon. Committee update on Measure G and Parks committee sharing plans for Sunset Beach resident opportunity to provide feedback, looking for volunteers, donations, and park assessment walks. Will provide an updated inventory list to CSD and make recommendations. Meetings as needed. Town Hall will provide an update on Measure G work completed to date as well as Sunset Park outreach.

VIII. NEW BUSINESS b. (moved per motion)

Motion to move VIII NEW BUSINESS b.

Moved by Director: Lattanzio; Seconded by Director Nash

Director Vote: 5 Ayes

Motion Carried

- b. Discussion – Easement for two 25x25 docking areas at Gardens/Aylene Lambert HOA President
1. <https://tommydocks.com/products/24-ft-l-8-ft-x-12-ft-platform-style-aluminum-frame-with-decking-complete-dock-package>– Provided flyer to Aylene – Strike the N. Lagoon information Tabled ~~Recommended or equal only after approval of easement from BMKCSD or docking is recorded, and N. Lagoon Garden's dock is available for non-lagoon resident use as a condition of dock easements use.~~ Garden has thirty units. Wants a way to access water safely for residents.

Motion to strike language in item 1.

Moved by Director: Nash; Seconded by Director Lattanzio

Director Vote: 5 Ayes

Motion Carried

2. Use of N. Lagoon docks –Underutilized and discussion on benefit for the Gardens to gain income. Lambert is not in a position of authority to make decision. Should not be connected to easement.
3. Survey and easement procedures to be investigated with County Counsel or CSD Counsel- Will cost BMKCSD money
Motion to go forward with survey and easement procedures for recording for Garden HOA
Moved by Director: Lattanzio; Seconded by Director Angelopoulos
Director Vote: 5 Ayes
Motion Carried

RETURN TO ad Hoc items

7. Waterways Committee – Update from September 12, 2024 meeting – Expanded scope for waterways safety report with Brian Grieser. Seek other bids
Motion to approve moving forward expanded scope report
Moved by Director: Lattanzio; Seconded by Director Furst
Director Vote: 5 Ayes
Motion Carried
 - a. Committee looking at updating card key agreement form for boat ramp access
 - b. Committee to prepare educational outreach programs for waterways and state mandated boater card for all due January 1, 2025
 - c. Committee to look at updating regulations, maps, enforcement options, signage, and buoys

VI. STANDING COMMITTEE REPORTS D & G

- a. Measure G – Agenda and minutes august 22, 2024
Motion to Approve recommendations from Measure G Committee expenditures to date and future expenditures budget. Loan from Operating to Measure G to be paid back.
Moved by Director: Lattanzio; Seconded by Director Nash
Director Vote: 5 Ayes
Motion Carried
- b. Measure D - Marine Maintenance Waterways - Kick off meeting scheduled September 26, 2024 – add to October 19, 2024, agenda for board approval

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- a. BMK Planning Advisory Board – Disband of Marin County Planning Advisory Board(PAB)
Motion to disband Marin County Planning Advisory Board(PAB)
Moved by Director: Lattanzio; Seconded by Fehring
Director Vote: 5 Ayes
Motion Carried

IX. WATERWAYS

- a. Applied Safety + Ergonomics Sunset Lagoon Water Ski Area Consultation report – See Ad Hoc item 7.
- b. Fencing for south levee – Site walk with Linda Tong/ SCC Cost share support \$10,000 – Able Fence final updated proposal **\$26,075.00 with cost share of \$10,000 CSD to pay \$16,075.00.**
- c. Stop Log information – attached from Terry Friesen – Stop log design required engineer. Send to SGH for proposal to review and stamp out.

X. PARKS AND OPEN SPACE

- a. Inquiry – Erica Hellmold, 110 Del Oro inquiring about replacing Acacia tree in Del Oro Park – Not planting any new trees.

XI. ITEMS OF COMMUNITY INTERESTS

- a. Refuge – Met with Huffman and SCC is continuing to work towards transferring S. levee land and easement to BMKCS D. No hunting or fishing on land. 20 years to fund, manage, enforce, and staff properly. Outreach to BMK and surrounding communities. Public meetings and hearings held at Board of Supervisors chambers.
Letter from SCC about Refuge approved by board
- b. SCC – Updates
- c. Pattern Energy – Updates – Moratorium update requested from County Supervisor Lucan

XII. FUTURE AGENDA ITEMS

196 Montego Key – Nuisance- Steve Nash to follow up

XIII. ADJOURNMENT

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

Motion to adjourn

Moved by Director: Lattanzio; Seconded by Director Nash

Director Vote: 5 Ayes

Motion Carried

Next regular meeting: October 17, 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), 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/

Lisa Lue, Interim Board Clerk

October 1, 2024