

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 October 17, 2024 – 7:30pm BMKCS Community Center

Board Members

Mercy Angelopoulos
Vince Lattanzio

Chris Fehring
Steve Nash

Cheryl Furst

Assistance for people with disabilities: 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 September 19, 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 and Payroll Issued August – 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 BMKCSD 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 – Discussion – Attached
- b. Starting November 1, 2024 Bank of Marin charging for paper statements – cost approximately \$30.00 a month. Discussion - Opt out and print from e-statements or continue receiving mailed statements
- c. Transfer of funds between accounts previously paid out of wrong accounts Meas D to Ops = \$13,355.61, Meas A to Ops = \$1,438.63

- 2. Operations

- a. Clubs using Community Center – insurance, workers’ comp, liability waiver, clubs retaining own insurance, ABC daily permit, resolution for volunteers/Workers ‘compensation – attached – Discussion – Action item
 - 1. Facility use agreement, drafted by Joshua Nelson, attorney Agreement for clubs utilizing Community Center- Attached – Discussion -Action item
- b. Drop box/storage update – Comparison from Dan Pagano, IT – Attached – Discussion – Action item
- c. CSD tree proposals – Katarina Total Yardscape, **\$9,105.00**, TreeMasters **\$6,390.00** – Attached – Action item
- d. Resident rental agreement and non-resident rental agreement – Discussion on rates for non -residents and added verbiage to the application/agreement – Discussion – Action if necessary
- e. Shredding event A&P Bekin - \$950 flat rate for three hours – Discussion – Sponsors to defray costs
- f. Janitorial service – Proposals – Discussion – Action item
- g. County Counsel – Agreement letter – Discussion – Action item

- 3. Calendar

October 25, 2024 Meet the CSD – information on CSD, clubs, keycard access, maps
November 1, 2024 Porta Potty removal until Spring 2025
November 6, 2024 Cooking Class with Sarah Hellman 11am to 1pm – attached flyer

- a. *ad hoc* Committee Reports

- 1. Grant Writing Committee Report - Update
- 2. BMK Community Safety Committee Report (ERT/Traffic/PGE) – Flock Update
- 3. Beautification Committee Report - Update
- 4. Welcome to the Keys Committee Report
 - a. Food Truck recap -
- 5. Communications Committee
 - a. Office policies – review and update
- 6. Parks Committee – Update Meeting – Approve minutes from September 30, 2024
 - b. Proposal from Brian Grieser
 - c. Placement of buoys
- 7. Waterways Committee – Update

VI. STANDING COMMITTEE REPORTS D & G

- a. Measure G – Update
- b. Measure D - Marine Maintenance Waterways –Kick off meeting September 26, 2024 – Agenda and minutes attached – Action item

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

- a. BMK Planning Advisory Board – Disband letter to Marin County Board of Supervisors- Attached
- a. Survey and easement procedures to be investigated with County Counsel or CSD Counsel – Aylene Lambert from Gardens -plans/drawings -Discussion -Action needed

IX. WATERWAYS

- a. Applied Safety + Ergonomics Sunset Lagoon Water Ski Area Consultation report – Update – Action item if needed
 - 1. Buoy movement and placement– Discussion
- b. Fencing for south levee –Linda Tong- SCC Cost share support \$10,000 – Update on fencing Work has been completed- no padlock for now – Invoice attached **\$26,075.00**
- c. Stop Log information – attached from Terry Friesen
- d. SGH structural engineering review of North lock stop gates update from SGH
- e. First draft Marine infrastructure assessment – update from SGH
- f. Lowering of lagoon for project work – TBD

X. PARKS AND OPEN SPACE

XI. ITEMS OF COMMUNITY INTERESTS

- a. Refuge – Updates
- b. SCC – Updates
- c. Pattern Energy – Updates – Moratorium updates

XII. FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

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

Next regular meeting: November 21, 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.

Lisa Lue, Interim Board Clerk

October 11, 2024