

Bel Marin Keys Community Services District

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Office: 415.883.4222
www.bmkcsd.us

MINUTES REGULAR BOARD MEETING December 19, 2024 – 7:30pm BMKCSD Community Center

Board Members

Mercy Angelopoulos
Vince Lattanzio

Chris Fehring
Steve Nash

Cheryl Furst

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

The Agenda for this meeting was posted/published on December 19, 2024. President Lattanzio called the Regular Board Meeting to order at 7:30pm and called roll. The directors present along with Vince Lattanzio were Steve Nash, Chris Fehring, Cheryl Furst and Mercy Angelopoulos. 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 November 21, 2024 Minutes
Moved by Director: Lattanzio; Seconded by Director Nash
Director Vote: 5 Ayes
Motion Carried

III. CONSENT CALENDAR

Motion to approve Ratification of checks and payroll issued for October correction and November
Moved by Director: Lattanzio; Seconded by Director Nash
Director Vote: 5 Ayes
Motion Carried

IV. PUBLIC COMMENT

Resident Kelly O'Haire – Representing many residents who are unable to attend meeting -Addressing boat dock behind condominiums and history of illegal launching, fishing, fireworks, fires, BBQ, drug dealing. Called MCSO, posted ordinances with no enforcement. Met with MCSO Sergeant to provide summary of problems to re-address. The board previously removed plastic/wood docks. 900 BMK has illegal dock. Access for swim/kayak is across street they do not need another dock. Gardens ground/sidewalks not properly maintained. Neighbors object to the proposed boat dock and are requesting input from the community.

V. ad hoc PARKS COMMITTEE -Sunset Park

- a. Presentation by Natalia Shorten -discussed the history, timeline, location, benefits, design, rules & regulations, and costs. There were twelve listeners on Zoom
- b. Sunset Park – Discussion – Twenty-five residents spoke in person and on Zoom regarding Sunset Park proposal
Over all regarding proposal - Seventeen No, Six Yes, Two Neutral
Board members thank Parks Committee for their intentions and hard work and to the residents attending tonight's meeting. Would like to see other parks, traffic safety study and look at our financial situation. Would like Committee to come back with a thorough examination with all suggestions, liability, and resident concerns.

Motion to table project - re-examine and start from beginning. To include a survey involving the overall community. Survey to be managed by the CSD office with committee assistance.

Moved by Director: Nash; Seconded by Lattanzio

Director Vote: 5 Ayes

Motion Carried

VI. ADMINISTRATIVE COMMUNICATIONS

a. Interim District Manager's Report

1. Financial

a. Bank of Marin – Account Balances – Measure A funds received an audit from County of Marin

2. Operations

a. Drop box/storage – Approved Option 1 Microsoft 365 chosen. Dan Pagano can start the project.

b. Resident rental agreement -Resident Kelly O'Haire -Resident use only. Cost issue. Discusses a free rental for residents while alive instead of waiting for celebration of life ceremony.

Motion to take off consent calendar and discuss further.

Moved by Director: Angelopulos; Seconded by Director Furst.

Discussion: Free one-time use for residents. Still pays Facility manager fee, cleaning fee, deposit and provide Certificate of Liability insurance with host liquor liability.

Withdrawal motion - table and come back with more clarity on what portion is free

Moved by Director: Nash; Seconded by Director Fehring

Director Vote: 4 Ayes, 1 Nay

Motion Carried

c. Residential rental agreement – markup/edits review - Approved

d. Administer Oath of Office for newly elected board members – Oath administered by Director Lattanzio for Mercy Angelopulos, Cheryl Furst and Natalia Shorten. Signed copy emailed to Marin County Elections for their records

e. LAFCO – Schedule of Municipal Service Review – Five-year review in mid-2025 for BMK

f. Notice to board to add NBS report for Measure D & G to agenda
Board accepted report and documented

g. State Water Resources Control Board – Annual permit fee **\$24,593.00** from dredge North Lagoon 26,703 dredge volume. Approved to pay fee for 2023 dredge permit from Measure D

3. Calendar

January 16, 2025 Board of Directors Meeting – June meeting re-scheduled due to holiday on June 19, 2025 change to June 26, 2025

January 25, 2025 Electronic Waste event – 9am to 2pm in CSD parking lot. Drive through event with the Conservation Corp. Event is free. Put on large marquee

a. *ad hoc* Committee Reports

1. Grant Writing Committee Report – Regrouping

2. BMK Community Safety Committee Report (ERT/Traffic/PGE) – ERT meeting discussed Coast Guard safety vest color; two incidents -Tsunami warning; CSD office open and storm Dec 14; opened the office. CF numbers on boats are important. Lots of power outages, debris in lagoon and lost items. ERT shed items have been moved to Conex box. OES staff impressed at how well BMK was equipped. Thank you to the tree trimmer that volunteered to cut down trees. Flock Update-installed part of the equipment. Delayed by the storm.

3. Beautification Committee Report – Met and discussed island and planting at end of December early January. Need to price out plants. Lots of birds on the island. Focus on the entrance and replace palm tree that was lost in storm. All the plants at the entrance are fine.
4. Welcome to the Keys Committee Report -Three homes received Poinsettias. Not too many homes were for sale in BMK.
5. Communications Committee – met and discussed ways to communicate. LED is not Effective. Research App on phone. Communication through website. Would like to meet regularly with committee leaders for a one-hour meeting first Wednesday at 11am. Committee members Cheryl Furst, Ellen Nash, Corina Kelley , Carol Hodges, and Chris Fehring. Natalia Shorten expresses interest in joining the committee. Would like ERT information and what they do and when to call ERT. Nextdoor is excellent for information, but some items get blocked. Set up training day for residents. Would like residents email addresses for emergency contact. What is marquee protocol? Website review for switch over. Would like a presentation from Planet Link.
6. **Parks Committee – Moved to item V.**
7. Waterways Committee – Meeting December 17, 2024 – Rules and regulations and map Outreach program and educational program on how to use waterways. Sign up for keycard and initial rules were read. Boater Safety card is required by January 1, 2025. Class is online. To apply for keycard, must show proof of completion of Boater Safety Course, proof of CF# and registration. Consider hiring a temporary person to come in and help.

VII. STANDING COMMITTEE REPORTS D & G

- a. Measure G – Update
- b. Measure D - Marine Maintenance Waterways – Svendsen Marine-Design for one stop log fabrication and installation, N. Lock as a pilot program. **\$11,437.51**. Deposit due **\$5,718.76**
 Motion to approve Svendsen Marine invoice for \$11,437.51 with deposit due \$5,718.76
 Moved by Director: Lattanzio; Seconded by Director Nash
 Director Vote: 5 Aye
 Motion Carried

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- a. Survey and easement procedures to be investigated with County Counsel– Aylene Lambert from Gardens -plans/drawings -MOU sent to County Counsel for review on October 30, 2024. Received MOU before board meeting December 19, 2024. Aylene Lambert emailed in dock configuration/plans. The board wants to see docks in plan view with dimensions and how far off shoreline they are so how deep and wide an easement to provide. Lambert to send in another drawing with location of both docks in plan view, dimensions, offsets and authorize surveyor to establish and easement. Sending Lambert MOU from County Counsel. Resend design that does not exceed 20 ft total. 10 ft gangway and 10 ft wide dock. MOU is missing size and location. Regarding complaint CSD received behind 900 BMK – dock built on CSD property without permission. Must remove ghost dock behind 900 BMK. History of Resident is ADA and uses it to get into the water. Must go away to get the dock as part of the conditions. Additional docks need to be removed so the Board can approve easements to avoid violation of easement we did not provide.

Motion to approve MOU with clarification of size and location of dock(map)
 Moved by Director: Lattanzio; Seconded by Director Fehring
 Director Vote:
 Motion Carried

X. PARKS AND OPEN SPACE

XI. ITEMS OF COMMUNITY INTERESTS

- a. Refuge – no update
- b. SCC – no update
- c. Pattern Energy – no update – Moratorium -no update

XII. FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

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

Motion to adjourn at 10:37pm

Moved by Director Lattanzio; Seconded by Director Nash

Director Vote: 5 Ayes

Motion Carried

Next regular meeting: January 16, 2025

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

December 27, 2024