

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 January 4, 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.

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 BMKCS office, at 4 Montego Key, Novato, California, during normal business hours, Monday through Friday, 9:00am to 5:00pm. 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

Approval of the December 14, 2023 Minutes

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.

Ratification of Checks Issued

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 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. **DISTRICT ENGINEERING PROJECTS**

- a. North Lagoon Dredge – Completed, pending “Walk-Through” with DM & DMS rep.

VI. **ADMINISTRATIVE COMMUNICATIONS**

- a. District Manager’s Report
1. Financial
 - Bank of Marin Account Balances
 2. Operations
 - Delivery of Conex Boxes
 - Administrative Assistant
 - DMMO: Safety fencing and signage: in-house inspections and maintenance
 - Per Capita Program – Parks & Open Space
 - Need community input for projects/priorities
- (see **XI. New Business - Resolution 24-04**)
- b. Standing Committee Reports
1. Community Outreach/Strategic Planning Committee Report
 - Scheduled 1/9/24 Town Hall Public Meeting
- c. *ad hoc* Committee Reports
1. Grant Writing Committee Report
 2. Public Safety Report
 - a. Sub-Committee Emergency Response Team
 - b. Sub-Committee Traffic Control
 3. PG&E Committee Report
 4. Beautification Committee Report
 5. Welcome to the Keys Committee Report

VII. **UNFINISHED BUSINESS**

- a. Resolution 24-01
**A Resolution of the Board of Directors of the Bel Marin Keys Community Services District
Approving the Budget for the Fiscal Year of 2023-2024**
FY23-24 Budget Approval Resolution
- b. JDH Corrosion Consultants, Inc.. Invoice (\$7,410)
Board approval required to pay JDH Corrosion Consultants Invoice of \$7,410.

IX. **PARKS AND OPEN SPACE**

- Community Input Meeting for Park Plans – To be Scheduled.

X. **PROJECTS OF INTEREST**

- Federal Wildlife Refuge Expansion Project -- Ways/Means to Terminate Project Discussion
BMKCSD Correspondence to Legislators
SCC Communications with BMKCSD

XI. NEW BUSINESS

a. Resolution 24-02

**A RESOLUTION OF THE BOARD OF DIRECTORS OF BEL MARIN KEYS
COMMUNITY SERVICES DISTRICT ADDING A MEASURE A SAVINGS ACCOUNT**

b. Resolution 24-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF BEL MARIN KEYS
COMMUNITY SERVICES DISTRICT MODIFYING AUTHORIZED SIGNERS TO
ACCOMMODATE BANK OF MARIN ACCOUNT CHANGES REFERENCED IN
RESOLUTION 24-02**

c. Resolution 24-04

A RESOLUTION APPROVING APPLICATION(S) FOR PER CAPITA GRANT FUNDS
A Resolution is required by the State to proceed with the application process for the Per Capita Program
Resolution Approving Application(s) For Per Capita Program

XII. FUTURE AGENDA ITEMS

Attorney Proposals and Interviews
Parking Lot Lighting Plans
North Lagoon Aerator System

XIII. CLOSED SESSION

Pursuant to G.C. §§ 54957, et seq., the Board will go into closed session for: Public Employment

XIV. ADJOURNMENT

All matters before the Board being addressed - motion to adjourn.

Next regular meeting: February 15, 2024

Certificate of Posting of Notice & Agenda

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 Special District's website, and on the interior and exterior bulletin boards located at the BMKCSD Office, 4 Montego Key, Novato, California, adjacent to the community center, on the date reflected below.



Michael Gadoua, Board Clerk

December 29, 2023