

# Bel Marin Keys Community Services District

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## Minutes November 16, 2023

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

Called to Order: 7:30pm

Roll Call - Directors Present: Lattanzio, Furst, Angelopulos, Nash, Fehring

**Quorum Established**

### II. APPROVAL OF MINUTES

Regular Meeting of October 26, 2023 Minutes

**Motion to Approve Minutes**

Motion by Director Angelopulos; Seconded by Director Furst

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

### III. CONSENT CALENDAR

Ratification of Checks Issued

**Motion to Approve October Consent Calendar.**

Motion by Director Nash; Seconded by Director Fehring

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

### IV. PUBLIC COMMENT

Resident Natalia Shorten asked that the porta-potty be returned to Montego Park as it is a great convenience for many residents who use the park.

[It was pointed out that the mobile toilet was installed as a summer-time convenience for the residents. The DM was instructed to add the issue to the Agenda prior to the summer period.]

### V. ADMINISTRATIVE COMMUNICATIONS

**District Manager:** The DM reported the current Bank of Marin accounts. The reimbursement from the CSDA for the Special District Leadership Foundation for the annual CSDA conference in Monterey. The status of the North Lagoon sediment removal project; and that Dixon Marine Services, Inc., was requesting an extension of time beyond the expiration date of the permits. Established BMK BOD 2024 Schedule; DM is working on a comprehensive calendar reflecting reservations of the Clubhouse/Community Center and all parties requesting use of the premises.

**Public Safety; Sub-Committee Emergency Response Team; Sub-Committee Traffic Control:**

Director Nash recommended preparation for winter storms and that sandbags were needed for residents to protect against flooding. The current supply of sandbags located at the locks are deteriorating and new bags are needed. He also reported on his meeting with the County Department of Public Works and discussed various issues, such as narrowing the BMK traffic lane by adding a bike lane, adding crosswalks on Montego, adding no overnight parking signs at the Parks. Upon receipt, a Conex box will be placed at the culvert enclosure where emergency supplies can be stored.

**Beautification Committee:** Director Furst submitted a list of plants, costing about \$6K, but will have committee volunteers plant the plants at the entrance – labor free. The Board conducted a further discussion about beautifying the entrance to BMK.

**Welcome to the Keys Committee:** Director Angelopoulos reports that baskets will be delivered to new residents in December and January 2024.

**PG&E Committee:** Director Nash reports that he's scheduled a Drive-Thru BMK with the new PG&E VP on December 15.

President Lattanzio directed the formation of an *ad hoc* Water Lagoon Level Committee; and the *ad hoc* Grant Writing Committee, Steve Nash volunteered to Chair the Committee.

**VI. UNFINISHED BUSINESS**

See X, below.

**VII. DISTRICT ENGINEERING PROJECTS**

North Lagoon Dredge: Rec'd Disposal Site Verification and Summary Logs (10/17/23 – 11/10/23)

Dixon Marine Services, Inc., submitted its second invoice. After

**Motion to directing DM to pay Dixon Marine's 10/30/23 Invoice (\$317,181.17)**

Motion by Director Lattanzio; Seconded by Director Nash

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

Prior to payment, Board President instructed DM to discuss the performed work with Carey Parent, of Foth, to ensure that there are no issues that would preclude issuing this payment.

**VIII. WATERWAYS MAINTENANCE**

The 240v power supply had been installed at the CSD office; allowing the installation of a compressor under the deck. Warranty of the inoperable compressor was replaced by LakeTech/Kasco.

North Lagoon aerator systems - Options are being explored with LakeTech and AquaTech

**IX. PARKS AND OPEN SPACE**

DM is working on the Measure A Expenditure Report which is due 12/15.

**X. PROJECTS OF INTEREST**

DM reports that the conveyance of the South Lagoon Levee is currently being reviewed by the USACOE.

**XI. NEW BUSINESS**

Public Finance - For the record, Director Lattanzio read Resolution No. 23-05. The Resolution of the Board of Directors of the Bel Marin Keys Community Services District was discussed at length, proposing a Special Tax and Calling a Special Election Therefor on March 5, 2024; with no dissent the call of the question was put to a vote.

**Motion approving Resolution 23-05 directing staff to initiate process to place a special parcel tax on the March 2024 Ballot**

Motion by Director Angelopulos; Seconded by Director Chris Fehring

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0.

**Motion Carried.**

The Board President directed the DM to ensure compliance with the Ballot Measure and the controlling statute. Specifically, the chief fiscal officer is to file a report with the Board of Directors no later than January 1 of each year containing (a) the amount of special tax funds collected and expended and (b) the status of any project required or authorized to be funded. [Exhibit A of the Ballot Measure and California G.C. § 50075.3]

**XII. FUTURE AGENDA ITEMS**

**XIII. CLOSED SESSION**

Pursuant to Government Code §§54957, et seq., the Board will hold a closed session for the following reason:

Public Employment

**XIV. ADJOURNMENT**

**Motion to Adjourn**

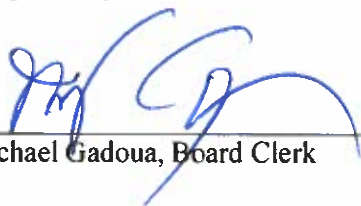
Motion by Director Lattanzio; Seconded by Director Nash

Vote: Ayes 5; Nays 0; Abstain 0; Absent 0

**Motion Carried.**

Next regular meeting: December 14, 2023

**Respectfully Submitted,**



Michael Gadoua, Board Clerk

November 17, 2023

