

# 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 March 21, 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, 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**

Approval of February 15, 2024 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 between January 3 and February 12

Ratification of Checks Issued between February 13 to March 15

### **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**

DM requests approval for funds to pay for Emergency Metal Work performed at the North Lagoon Radial Gates that have corroded, creating significant gaps and leakage in the metal. BMKCSD also experienced severe incimate weather which had exacerbated the problem to the point that emergency repair work was required to stem the excessive flow of water into the North Lagoon, which does not have an overflow valve or an active drainage pipe into the South Lagoon. (February – March 2024)  
Motion to Approve Funds to pay for the Emergency Metal Work.

V. **ADMINISTRATIVE COMMUNICATIONS**

- a. District Manager’s Report
  - 1. Financial
    - Bank of Marin - Account Balances
  - 2. Operations
    - Electronic Innovations – Change in cost
    - LakeTech Circulators - Change in cost
    - Marine Engineer Pre-Qualifying Questionnaire - WIP
    - Electronic Marquee - Purchased
  - 3. Board Clerk to attend CALAFCO Annual Conference During October BOD meeting.  
Request continuing BOD meeting from October 16 to October 24, 2024.
  
- b. Standing Committee Reports
  - 1. Community Outreach/Strategic Planning Committee Report - Lattanzio
  
- c. *ad hoc* Committee Reports
  - 1. Grant Writing Committee Report - Nash
  - 2. Public Safety Report - Nash
    - a. Sub-Committee Emergency Response Team
    - b. Sub-Committee Traffic Control
  - 3. PG&E Committee Report - Nash
  - 4. Beautification Committee Report - Furst
  - 5. Welcome to the Keys Committee Report - Angelopulos
  - 6. Communications Committee – Report Out

VI. **COMMITTEE ORGANIZATION**

The organization of Boards, Committees, Sub-Committees, Qualifications Sought, Questionnaire, Recruitment of Residents, Qualifications, Selection Process and Number of Membership Appointees to be determined.

VII. **UNFINISHED BUSINESS**

- a. Montego Park’s Mobile Bathroom – Proposals

VIII. **NEW BUSINESS**

- a. Retention of outside counsel to represent BMKCSD District  
Meet with Joshua Nelson, Best, Best & Krieger

- IX. WATERWAYS
  - X. PARKS AND OPEN SPACE
- } See VI. Organization of Committees

- XI. ITEMS OF COMMUNITY INTERESTS
  - a. Pattern Energy – Battery Storage in adjacent Wetlands: Zoom meeting 3/19/24 10am
  - b. State Coastal Conservancy – Conveyance of South Lagoon Levee Update
  - c. Pacheco Pond - Update

- XII. FUTURE AGENDA ITEMS
  - a. Lighting options for parking lot

- XIV. ADJOURNMENT

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

Next regular meeting: April 18, 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.

  
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Michael Gadoua, Board Clerk

March 15, 2024