

Bel Marin Keys Community Services District

4 Montego Key
Novato, CA 94949

Office: 415.883.4222
www.bmkcsd.us

MINUTES REGULAR BOARD MEETING January 4, 2024

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

Call to Order: 7:30pm
Roll Call: All directors present
Quorum Established.

II. APPROVAL OF MINUTES

Motion to Approve December 14, 2023 Minutes
Moved by Director Lattanzio; Seconded by Director Nash
Director Vote: Ayes 3; Nays 0; Abstain 2
Motion Carried.

III. CONSENT CALENDAR

Motion to Ratify Consent Calendar with corrections.
Moved by Director Lattanzio; Seconded by Director Ferhing
Director Vote: Ayes 5
Motion Carried.

IV. PUBLIC COMMENT

Correspondence and/or Presentations

- a. Jan Fickling delivered a copy of her January 29, 2023 presentation, after the Board packet had been prepared; however, she did not appear. The presentation was distributed to the Board and attendees.
- b. Kelly O’Haire addressed the Board as to expenditures (if Measure G passes) against the installation of sandy beach at the Bermuda Harbor complex, reiterating that raccoons will be a nuisance.

V. DISTRICT ENGINEERING PROJECTS

North Lagoon Dredge – Completed, pending “Walk-Through” with DM & DMS rep.
DM reported that Dixon Marine Services would be repairing concrete damage, replacing a 16’x6’x4’ ground beam; and replacing gravel at the Calypso Ramp.

VI. ADMINISTRATIVE COMMUNICATIONS

a. District Manager’s Report

The delivery of the conex boxes have been delayed as the ground is too saturated.
Lisa Lue has been hired as the CSD Administrative Assistant.
CSD Maintenance has installed fencing and warning signage at the DMMS.
We are preparing forms to procure the State’s per capita program grant.

- 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 meeting scheduled for 2/16/24
 - 2. Public Safety Report
 - a. Sub-Committee Emergency Response Team
 - b. Sub-Committee Traffic Control – “moving on” - to be advised.
 - 3. PG&E Committee Report – miscommunication with PG&E, rescheduling meeting with Executive Vice-President.
 - 4. Beautification Committee Report - \$1,000 donation received.
 - 5. Welcome to the Keys Committee Report – creating 12-15 booklets for delivery

VII. UNFINISHED BUSINESS

a. 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; discussed.
FY23-24 Budget Approval Resolution pursuant to the changes discussed and agreed upon.
Motion Approving Resolution 24-01
Moved by Director Lattanzio; Seconded by Director Angelopoulos
Director Vote: Ayes 5
Motion Carried.

b. JDH Corrosion Consultants, Inc., Invoice (\$7,410); discussed.
Motion to pay JDH Corrosion Consultants Invoice of \$7,410
Moved by Director Lattanzio; Seconded by Director Furst
Director Vote: Ayes 5
Motion Carried.

c. Deliberation of JDH Corrosion Consultants’ recommendation to purchase two rectifiers for the necessary cathodic protection of the North Lock and gates; discussed.
Motion to approve purchase of two rectifiers not to exceed \$25,700.
Moved by Director Lattanzio; Seconded by Director Furst
Director Vote: Ayes 5
Motion Carried.

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; discussed.
BMKCSD December 9, 2023 Correspondence to Legislators, shared with SCC and
SCC Communications with BMKCSD, provided and discussed.
A copy of the January 4, 2024 email to the District Manager (responding to the 12/9/23 BMKCSD letter) from Iain Hart, Legislative Director for Congressman John Garamendi was also distributed.

XI. NEW BUSINESS

- a. Resolution 24-02 for the addition an interest-bearing Measure A Savings Account; discussed.
**A RESOLUTION OF THE BOARD OF DIRECTORS OF BEL MARIN KEYS
COMMUNITY SERVICES DISTRICT ADDING A MEASURE A SAVINGS ACCOUNT**

Motion Approving Resolution 24-02

Moved by Director Lattanzio; Seconded by Director Fehring

Director Vote: Ayes 5

Motion Carried.

- b. Resolution 24-03 authorizing changes to the signers card at Bank of Marin; discussed.
**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**

Motion Approving Resolution 24-03

Moved by Director Lattanzio; Seconded by Director Furst

Director Vote: Ayes 5

Motion Carried.

- c. Resolution 24-04 to pursue California Per Capita Program Grant Funds; discussed.

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

Motion Approving Resolution 24-04

Moved by Director Lattanzio; Seconded by Director Angelopulos

Director Vote: Ayes 5

Motion Carried.

XII. FUTURE AGENDA ITEMS

Outside Counsel Proposals

Parking Lot Lighting Plan Proposals

North Lagoon Aerator System Comparison

Ratification of Pre-Qualifying Marine Engineer's Questionnaire

Continue use of mobile porta-potty at Montego Park

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.

Moved by Director Lattanzio; Seconded by Director Nash

Vote: Ayes 5

Motion Carried

Next regular meeting: February 15, 2024