

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 September 19, 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.

This Board Meeting is available for real-time viewing via Zoom. The meeting starts promptly at 7:30; however, online participants seeking to provide public comment should sign on at 7:15 and connect with the Video Coordinator. The Zoom link is (cut/paste may be required):

<https://us06web.zoom.us/j/86119410164?pwd=EDDOJky6mokf8UBoVFz54raXSUamar.1>

Meeting ID: 861 1941 0164; Passcode: 301734.

Please note that the Coordinator is unable to take telephone calls during the meeting.

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 District 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

The Board of Directors will review, amend, and approve the prior month's meeting Minutes

- a. Regular Meeting of August 22, 2024 – Action item – Attached

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.

- a. Ratification of Checks and Payroll Issued August – Action item – Attached

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 the 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. **ADMINISTRATIVE COMMUNICATIONS**

a. Interim District Manager's Report

1. Financial

- a. Bank of Marin – Account Balances – Discussion - Attached

2. Operations

- a. Clubs using Community Center – Discussion MOU – Rules and Regulations
b. Parking Lot lights and bollards – Install complete. Will send out payment to DC Electric **\$15,850.00** approved at June 2024 meeting
c. Zoom – Discussion due to lack of participation – action if needed
d. Drop Box – cost for usage \$170.00 per month – research another file sharing site – Discussion – action if needed
e. Brightview – All irrigation issues have been fixed.
f. Inquiry – Ahmad Isa, 10 Dolphin Isle claims CSD trees damaged his fence and retaining wall. Discussion – Attached pictures – possible action needed
g. Computer software update – Proposal attached from Dan Pagno – Action item
h. CSD trees that need trimming and/or removing – Proposal Katarina Total Yardscape **\$8680.00**

3. Calendar

October 3, 2024 4:30pm Boat Christening (both boats)

October 3, 2024 5:00 pm Food Truck

October 25, 2024 Meet the CSD – information on CSD, clubs, keycard access, maps

b. *ad hoc* Committee Reports

1. Grant Writing Committee Report - Update
2. BMK Community Safety Committee Report (ERT/Traffic/PGE) – Flock invoice **\$6,800.00**
3. Beautification Committee Report -
4. Welcome to the Keys Committee Report
a. September Food Truck – Discussion – Rules and Regulations
5. Communications Committee
a. Office policies - update
b. PlanetLink – Steve Lillo **Update** on website Invoice attached for additional **\$443.70**
6. Parks Committee – Update
7. Waterways Committee – Update from September 12, 2024 meeting -Agenda attached

VI. **STANDING COMMITTEE REPORTS D & G**

- a. Measure G – Agenda and minutes for approval – Action needed

- b. Measure D - Marine Maintenance Waterways – Update Kick off meeting September 26, 2024

VII. **UNFINISHED BUSINESS**

VII. **NEW BUSINESS**

- a. BMK Planning Advisory Board – Disband of Planning Advisory Board – Discussion – Action needed letter to Board of Supervisors

- b. Discussion – Easement for two 25x25 docking areas at Gardens/Aylene Lambert HOA President

1. <https://tommydocks.com/products/24-ft-l-8-ft-x-12-ft-platform-style-aluminum-frame-with-decking-complete-dock-package> – Attached picture – Recommended or equal only after approval of easement from BMKCSD or docking is recorded and N. Lagoon Garden's dock is available for non-lagoon resident use

2. Use of N. Lagoon docks – Rules and Regulations

3. Survey and easement procedures to be investigated with County Counsel or CSD Counsel – Action needed

IX. WATERWAYS

- a. Applied Safety + Ergonomics Sunset Lagoon Water Ski Area Consultation report – Update – Action item if needed
- b. Fencing for south levee – Site walk with Linda Tong/ SCC Cost share support \$10,000 – Update on fencing proposal
- c. Stop Log information – attached from Terry Friesen

X. PARKS AND OPEN SPACE

- a. Inquiry – Erica Hellmold, 110 Del Oro inquiring about replacing Acacia tree in Del Oro Park

XI. ITEMS OF COMMUNITY INTERESTS

- a. Refuge – Updates
- b. SCC – Updates
- c. Pattern Energy – Updates – Moratorium updates

XII. FUTURE AGENDA ITEMS

XII. ADJOURNMENT

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

Next regular meeting: October 17, 2024

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

September 13, 2024