

Bel Marin Keys Community Services District

4 Montego Key
Novato, CA 94949

Office: 415.883.4222
www.bmkcsd.us

MINUTES REGULAR BOARD MEETING November 21, 2024 – 7:30pm BMKCSD Community Center

Board Members

Mercy Angelopoulos
Vince Lattanzio

Chris Fehring
Steve Nash

Cheryl Furst

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

The Agenda for this meeting was posted/published on November 13, 2024. President Lattanzio called the Regular Board Meeting to order at 7:30pm and called roll. The directors present along with Vince Lattanzio were, Steve Nash, and Chris Fehring. The directors absent were, Cheryl Furst and Mercy Angelopoulos. A quorum was established, and the pledge of allegiance was recited. Minutes conducted by Interim Board Clerk, Lisa Lue

II. APPROVAL OF MINUTES

Motion to approve October 17, 2024 Minutes

Moved by Director: Lattanzio; Seconded by Director Fehring

Director Vote: 3 Ayes 2 Absent

Motion Carried

III. CONSENT CALENDAR

Motion to approve Ratification of checks and payroll issued

Moved by Director: Lattanzio; Seconded by Director Nash

Director Vote: 3 Ayes 2 Absent

Motion Carried

IV. PUBLIC COMMENT

Resident Frank Shellabear -Addressing Keys Landing HOA Town Hall Meeting on November 10, 2024. Keys Landing Park is *not* public land and there is no public access.

Resident Penny Moreci – Addressing Sunset Park. Did not know about Sunset Park and would like more information. Lives on proposed lagoon.

Resident Pat Berry – Addressing Sunset Park. BMK once had a swimming pool that went unused and was filled in. Concerns are parking, liability and would like more information.

Resident Kelly O’Haire – Addressing Sunset Park. Many residents did not know about the project. Suggests a mailing to homeowners regarding the park and opportunities for input. Concerns about liability.

Resident Merry Alberigi – Addressing Sunset Park. Disappointed at the lack of communication and informing the community. Would like plans in writing to all residents. Concerns about security for homes on water, creating problems we do not need, and lack of communication.

Resident Glen Alberigi – Addressing Sunset Park. Heard it was a done deal against project to expand Sunset Park. Concerns are security, costs for maintenance and liability, access, and use, who will verify residents and guests, ordinances, noise laws, trespassing, vandalism. Would like survey to all homeowners to gauge support. Need to be more transparent.

V. WATERWAYS

- a. SGH Structural engineering review of North lock stop gates – Presentation William Bruin from SGH
Slide show presentation by William Bruin included the inspection, maintenance plan, levees, water management, sedimentation, hydrology study, climate change study. All studies will be done before repairs. Funding by Measure D, Measure G and Operating budgets. Proposal to provide engineering services for new stoplogs at Bel Marin Keys Navigation Locks **\$6,000.00**
Resident Robin Lee – on zoom asked if elevation survey was included in cost
Motion to approve SGH proposal for **\$6,000.00**
Moved by Director Lattanzio Seconded by Director Nash
Director Vote 3 Ayes 2 Absent
Motion Carried
- b. First draft Marine infrastructure assessment – included in presentation from William Bruin from SGH
- c. Lowering of lagoon for project work – For residents to perform shoreline work will be in early spring. Wait for algae to bloom.

VI. ADMINISTRATIVE COMMUNICATIONS

Interim District Manager’s Report

1. Financial

- a. Bank of Marin – Account Balances – Discussion regarding MH Bookkeeping and their lack of knowledge regarding our bookkeeping procedures. Rehire RBA Bookkeeping and terminate MH Bookkeeping. Lisa to send termination letter effective immediately

2. Operations

- a. Clubs using Community Center – BMKCSD to cover the club’s liability insurance for 52 days a year. Paid from Community Sponsored Events budget. Lisa to meet with clubs to work out dates of use
- b. Drop box/storage update – Comparison from Dan Pagano, IT – Director Fehring has meeting with Dan Pagano on Friday November 22, 2024. Requesting with go with option one. On agenda from October 17, 2024, with motion to approve.
- c. Resident rental agreement and non-resident agreement – Requesting to remove the non-resident agreement and only rent to BMK residents. If a non-resident would like to rent, a BMK resident would need to sponsor the non-resident
- d. Shredding event A&P Bekin - \$950 flat rate for three hours – A&P Bekin recommends limiting the number of boxes. They stop after the three-hour time limit. Check with realtors to see if they would like to sponsor the event. Post in N2N. Conservation Corp holds a free E-waste recycling event. We are working on a date for 2025
- e. Welcome to Corina Kelley, Administrative Assistant to the CSD office
- f. Lisa attendance at Special District Leadership Academy – met great contacts
- h. Maintenance around BMK – Brian will assess the repairs before any vendors are called. Saving the CSD money

3. Calendar

November 27, 2024 Street sweeper – Put on marquee and sandwich board in median to notify residents
December 19, 2024 Board of Directors Meeting

a. *ad hoc* Committee Reports

- 1. Grant Writing Committee Report – Grant writer exploring a project manager to assist with projects in a correct and timely manner. Temporary position
- 2. BMK Community Safety Committee Report (ERT/Traffic/PGE) – Meeting scheduled for December 4, 2024 at 6:30pm. Flock Update – County of Marin requires a permit for right of way and application has been submitted. ERT shed move is on hold until rodents are removed.

3. Beautification Committee Report –No meeting. Plants look good. Next meeting is to discuss the other side of street. Brian to power wash signs and marquee. Budget amount is \$500.00.
4. Welcome to the Keys -No report Budget amount is \$500.00
5. Communications Committee – No report. Meeting with Dan Pagano Corina Kelley and Natalia Shorten was added to the Committee. Natalia to assist with website with Steve Lillo. Lisa Lue was removed from the committee.
6. Parks Committee – Town Hall November 10, 2024, 10am to Noon. Update – Natalia Shorten reported there was a great turn out. Heard responses for both sides and people excited. Spoken to excited neighbors surrounding the park and some who had concerns. Working on privacy concerns, rules, regulations, and neighbors across from the park. Better communication. Send a letter to the 702 homes. Resident Kelly O’Haire responds legally, provide a notice in writing . Director Fehring responds with pushback against paper and get with the times. Resident Alberigi responds by sending a mailer. Discussion regarding feedback, time of meeting, liability and working towards a positive solution. TABLED and on agenda for December for better communication. Grassetti Environmental – Proposal for Biological Resources Assessment CEQA – Informational purposes
 - b. Proposal from Brian Grieser – Study is on hold until Spring
7. Waterways Committee – Committee update- Working on map regulations and wake issues, guidelines, and professional studies. Re-writing the ramp key agreement. Boater safety card by January 1, 2025. Next meeting December 17, 2024 at 6:30pm

VII. STANDING COMMITTEE REPORTS D & G

- a. Measure G – Update -Terry Friesen design forwarded to fabricator and structural engineers. Expending money and funding projects properly for Measure G. The Committee makes recommendations to the board for approval. Next meeting in January.
- b. Measure D - Marine Maintenance Waterways –Kick off meeting September 26, 2024 - Approval of Minutes – recommendations from committee on Measure D funding

Motion to approve Measure D Marine Maintenance Waterways Minutes

Moved by Director: Lattanzio; Seconded by Nash

Director Vote: 5 Ayes

Motion Carried:

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

- a. Survey and easement procedures to be investigated with County Counsel or CSD Counsel – Aylene Lambert from Gardens -plans/drawings -Discussion -MOU was given to County Counsel for review. Dock design requires CSD approval. Waiting for MOU return from County Counsel

X. PARKS AND OPEN SPACE

XI. ITEMS OF COMMUNITY INTERESTS

- a. Refuge – Updates – No update
- b. SCC – Updates – No update
- c. Pattern Energy – Updates – No update

XII. FUTURE AGENDA ITEMS

- a. Sunset Park
- b. Communication policies

XIII. ADJOURNMENT

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

Motion to adjourn 9:35pm

Moved by Director: Nash; Seconded by Director Lattanzio

Director Vote: 3 Aye 2 Absent

Motion Carried

Next regular meeting: December 19, 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

December 2, 2024