

# Bel Marin Keys Community Services District

4 Montego Key  
Novato, CA 94949

Office: 415.883.4222  
www.bmkcsd.us

## MINUTES REGULAR BOARD MEETING January 16, 2025 BMKCSD Community Center

### Board Members

Mercy Angelopoulos  
Vince Lattanzio

Cheryl Furst  
Steve Nash

Natalia Shorten

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

The Agenda for this meeting was posted/published on January 10, 2025. 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, Mercy Angelopoulos, Cheryl Furst and Natalia Shorten. 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 December 19, 2024 Minutes with additions: twenty-four listeners on Zoom, Park Committee submitted a list of 116 supporters. Director Furst requested the list be verified. Director Shorten has email addresses to verify for verification  
Moved by Director: Lattanzio; Seconded by Director Nash  
Director Vote: 5 Ayes  
Motion Carried

#### III. CONSENT CALENDAR

Motion to approve Ratification of checks and payroll issued- December  
No Motion was made to approve

#### IV. PUBLIC COMMENT

Director Shorten spoke for Doreen Britton regarding Goodbye party celebration for Mail carrier "Dino." He has worked in BMK for 40 years and would like to congratulate him. Lisa Lue has received multiple requests. Event February 28, 2025 at 3:30pm to 6:30pm at Community Center

#### V. CLOSED SESSION

- a. Personnel §54957(b)(1)
- b. Anticipated litigation §54956

#### VI. RECONVENE IN OPEN SESSION

- a. Returning to open session 7:56pm

#### VII. ADMINISTRATIVE COMMUNICATIONS

Interim District Manager's Report

##### I. Financial

- a. Bank of Marin – Account Balances – Measure A savings account is not showing on dashboard – online access. Credit cards still need to be synced with QuickBooks online. Remove Chris Fehring from signature card. Director Nash is looking into switching one or more accounts to Wells Fargo Bank.

## 2. Operations

- a. Resident rental agreement free one-time rental for residents. Director Furst wants a clear understanding of what residents are asking for. Discounted day and not free. Director Nash requests more information. Director Angelopoulos makes a motion for more research on other CSD charges and policies. There was not a second to motion.

Motion to not provide a free day rental in community center by not paying \$75 hourly fee.

Moved by Director: Lattanzio; Seconded by Director Shorten

Director Vote: 4 Ayes; 1 Nay

Motion carried

- b. SGH-Stoplog review. Stop log prototype is being fabricated by Svendsen's Bay shop to evaluate and test before we go forward with the remaining stop logs. Okay to pay **\$6,000.00**. Would like to tour Sam's facility on a Friday afternoon to see if he is able to assist with Lock repairs
- c. Reimbursement from G to Operations – corrected amount **\$58,010.03**; Measure G to Measure D **\$897.00** for NBS fees. They report our taxes for Measure D and Measure G audit.
- d. Streamline-CSDA recommended website host for ADA and Transparency compliance– Director Furst informs work with government websites. The bid is \$1,500 for transfer and maintenance monthly fee would be \$350. Streamline would like to attend the February meeting by Zoom for presentation. Website failed at 79% for transparency and ADA compliance. The Communications Committee will hold a meeting on January 28, 2025 by zoom with Streamline. More information and research needed.

## 3. Calendar

January 20, 2025 MLK Holiday – CSD office closed

January 25, 2025 Electronic Waste event – 9am to 2pm CSD parking lot. Free for residents.

### a. ad hoc Committee Reports

1. Grant Writing Committee Report – Grant writer to meet with Director Nash. Zoom call Bayland Strategy. Attendees were Directors Lattanzio and Nash and Lisa Lue and Brian Clark. Made sure dredging (sedimentation removal, relocation, and reuse) was added to their discussions. Restoring tidal marshland to help with flood control, restoration, habitat restoration and recreation. Six hundred acres to help flush creek to include Pacheco Pond and BMK lagoon. Discussion about connecting Moats for tide gate at end to flush moats in summertime. Work together with other agencies, not just BMK responsibility.
2. BMK Community Safety Committee Report (ERT/Traffic/PGE) – Shed is empty and contents in Conex box. Emergency supplies will be purchased soon. Traffic/DPW – Meeting with Supervisor Lucan, DPW, Director Nash, Lisa Lue, and Brian Clark January 21, 2025. Direct contact information for DPW. Flock cameras are operational and information to MCSO dispatch center.
3. Beautification Committee Report –January 14, 2025 meeting update. Flowers to be planted on the island. Sticky monkey bush, iodine bush or see what is available. No date scheduled yet for planting. Marquee – clean up and paint or stain to brighten it up. Will get a color chart or samples. Get price for Windmill Palm tree replacement at entrance.
4. Welcome to the Keys -update -Resident Bella Robbins delivered poinsettias to three houses during the holidays. Welcome baskets have brochures, Coffee Roastery gift cards, CSD information, and donations from local merchants Food truck ambassadors Liz Feingold and Diane McKone will assist with May-Oct food trucks on the first Wednesday of the month. Would like extra N2N for baskets.
5. Communications Committee – noted above in Operations report (d)

6. Parks Committee – Meeting update January 13, 2025 Minutes. Recap of meeting from December 19, 2024. Next steps- tabling to look at liability questions and survey in February, alternative areas that provide swimming areas discussed previously. Will Come back with more information and answers. Will be discussing information with Counsel and Underwriter on a smaller scale. CSD will review survey and send to Residents.
7. Waterways Committee –update- Brian Clark is working on map with Mac rules, Regulations. Education and outreach program. New applications for access cards – Boater card, gate cards will require CF # or ID#. Any non-resident parking without CF#, they will be towed. Resident Ellen Nash requests information in Creek area between the locks is a no wake zone on the map.

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

- a. Measure G – Update -Meeting as soon as SGH sends proposal for engineering design. Received Hydrological analysis is needed for flood control, climate change and sea level rise to take into account before we make repairs. BCDC has city requirements. SGH suggests construction managers specializing in Marine infrastructure to oversee projects we have. Requires RFP and two – three bids at a minimum. Resident Robin Lee works for a company.
- b. Measure D - Marine Maintenance Waterways – on going maintenance issues

**IX. UNFINISHED BUSINESS**

- a. Survey and easement procedures to be investigated with County Counsel – Aylene Lambert From Gardens to submit corrected plans/drawings -Draft MOU sent to Lambert. **TABLED at the request of Aylene Lambert.**

**X. NEW BUSINESS**

- a. Fishing violations – Information from resident Kelly O’Haire – Fish and Wildlife and MCSO need better enforcement. A Deputy Sheriff has been assigned to BMK. Resident Maureen Binetti stated Ron Binetti, and another resident Chris chased them off, but they just moved to another area. Fines need to be issued, or they will keep coming back. Contact Supervisor Eric Lucan if no enforcement. Resident Wm. Steiger states there are signs missing. Will request Brian Clark to verify, check and update signage ordinance. SCC is also responsible for signage. Board requests sending letter and background information from O’Haire be sent to Fish and Wildlife. Most of the activity is around Condo area.

**XI. PARKS AND OPEN SPACE**

- a. BMKCSD Park survey – Sampe of Parks and Recreation survey from Hilton Head Island. The Park Committee will make a one-page questionnaire for the community. Provide to CSD the survey to review and adjust before February 20, 2025 meeting. Bulk mailing for communication to residents, website or pick up in office.

**XII. ITEMS OF COMMUNITY INTERESTS**

- a. Refuge – Updates – No update
- b. SCC – Updates – Transfer of land of S. Levee will be on the SCC board agenda for February to continue going forward. Brief hold from Army Corp of Engineers until could get project back on budget.
- c. Pattern Energy – Updates – No update
- d. Novato Creek Bayland Strategy – Added dredging and need local participation to get grant. See *ad hoc* a (1).
- e. Cal Trans – Highway 37 project – update Lisa Lue watched Zoom. Lots of complaints and why only one side is paying for toll. Talked about raising the bridge and transportation from Solano to Marin.

**XIII. FUTURE AGENDA ITEMS**

- a. Community Website
- b. Communication meeting with Committee leads

**XIV. ADJOURNMENT**

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

Motion to adjourn 9:16pm

Moved by Director: Lattanzio; Seconded by Director Furst

Director Vote: 5

Motion Carried

Next regular meeting: February 20, 2025

**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](http://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.

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Lisa Lue, Interim Board Clerk

January 27, 2024