

Bel Marin Keys Community Services District

4 Montego Key
Novato, CA 94949

Office: 415.883.4222
www.bmkcsd.us

MINUTES REGULAR BOARD MEETING March 20, 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 March 14, 2025. President Lattanzio called the Regular Board Meeting to order at 7:31 pm 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 Board Clerk, Lisa Lue

II. APPROVAL OF MINUTES

Motion to approve February 20, 2025 Minutes with correction **XII. Items of Community Interests**
b.2. change word **Refuge to Requested**

Moved by Director: Furst; Seconded by Director Shorten

Director Vote: 5 Ayes

Motion Carried

III. CONSENT CALENDAR

Motion to approve Ratification of checks and payroll issued - February

Moved by Director: Lattanzio; Seconded by Director Furst

Director Vote: 5 Ayes

Motion Carried

IV. PUBLIC COMMENT

Resident - K. O'Haire by Zoom – Shoreline at 10 Cavalla Cay eroding. Requested two years ago dredging for South. DM to research past South lagoon dredge task list information.

In person attendance – Fifteen guests

ZOOM – Six guests

V. ADMINISTRATIVE COMMUNICATIONS

a. District Manager's Report

1. Financial

a. Bank of Marin – Closed compromised Measure D Checking account and opened new Measure D Checking account

b. Fraudulent check update – Mail was stolen from recipients' office park mail box. Check was altered and deposited. MCSO is investigating.

c. Resolution 25.03 – Wells Fargo Bank – VOID resolution. Researching other Institutions for **Measure G** fund account

2. Operations

a. Petty Cash – VOID resolution 25.02 - Item was not discussed in February meeting. Keep petty cash funds at \$50.00. Depositing \$205.11 into operations savings account. Directors who do not cash their \$100 checks after six months will be donated back to CSD with directors' choice of donation fund.

- b. Maintenance projects complete
 1. Sound system – purchased a new receiver **\$251.30**. Microphones and speakers are working now.
 2. Restaurant Repair – Serviced ice machine, refrigerator, freezer. **\$1,620.37**. Waiting for water filter replacement for ice machine-on order.
 3. Roy's Sewer Service – Maintenance issue -cleaned out kitchen grease trap. Waiting for the invoice. Contact County of Marin for **\$2,000.00** reimbursement for Sewer clearing of three streets during storm.
- c. Measure A funds – Continue to take a percentage of funds to pay for utilities, landscaping and salaries or should funds only be taken from Operations account. Look back from when Noemi was DM and follow guidelines. Mulch is at Montego Park now **\$5,352.29**. Ninety cubic yards was not enough for other playgrounds. Another proposal will be sent in for Cavalla Cay, Bahama, and Del Oro.
Bookkeeper discovered **\$32,686.28 Measure A disbursement** was never transferred from Operation Savings to Measure A Savings. Transfer completed.
- d. Pixie Life Chair Yoga Pilot Program– Resident attendance and use of Community Center.
Allowing non-residents to participate. Pilot program until end of April 2025. Good attendance. March 3-25 guest, March 10-28 guests, March 17-12 guests. Ninety percent BMK, ten percent non-residents. Maximum participants thirty guests. Advertise with sandwich board. Marquee use when there is space. Music/Speaker will be on Kitchen side for sound purposes.

3. Calendar

March 21, 2025	Free Seminar – Prop 19 – 3:00-5:00pm Walk around with Justin from WRA 1:45-2:45pm
April 17, 2025	Board Meeting - 7:30pm
April 19, 2025	Easter Egg Hunt – 11:00am
May 7, 2025	First food truck night – Lotus Grill 5:00pm
June 21, 2025	Community Car Show 11:00am-3:00pm

a. ad hoc Committee Reports

1. Grant Writing Committee Report – No Update- Request to Dave Nickleson for a list of Contractors
2. BMK Community Safety Committee Report (ERT/Traffic/PGE) – Update
 - a. ERT – Terry Joslin & Jim Hale organized Conex box. Need to replace medical supplies. Applied for FCC license renewal. Generator and shelving to be placed in Conex
 - b. Traffic – Black tubing across roadway -DPW speed data analysis for neighborhoods. Conference call to be scheduled for April 2025.
 - c. PGE – No update
3. Beautification Committee Report – Update- Ten plants to be planted on March 22, 2025 on South Lagoon island. No trees currently. Check into gator bags for watering. Front entrance planting at the end of month.
4. Welcome to the Keys Committee Report -Update – Meeting on March 25, 2025
5. Communications Committee Report- Update – Civic Plus presentation scheduled for April Board Meeting. Streamline build out on their own at \$1,300 Then, \$350 to \$500 month depending on additional modules. Discount with CSDA/SDRMA. Yopify addition is \$4,800.
Civic Plus has modules and they build out with our input at \$6,000. No discount. Check with other CSD's and municipalities for review on web hosts.
6. Waterways Committee Report –Update Map is being updated. Want to start outreach and education for residents
Resident maintenance water level drop schedule:
 - a. April 4-10 for North lagoon residents- weather permitting

b. April 11-17 South lagoon residents- weather permitting

VI. STANDING COMMITTEE REPORTS D & G

- a. Measure A Report– Update Meeting March 12, 2025 – Updated committee is now Standing Committee and went over rules. Meeting dates will be the same every month. Swim access is now with the Board and not the Parks Committee. The park survey will include a map of the parks.
- b. Measure D Report – Update – No update. Meeting will be scheduled for the middle of May 2025
 - 1. Maloney Construction – Proposal – No approval at this time. Measure G project to address repair.
 - 2. Measure G Report – Update Meeting March 16, 2025
 - a. SGH Revised February 12, 2025 Proposal -Attached SGH removed prioritization. Construction of Documentation for North and South Lock. Only have funds for one. South will be addressed first. Brian and Terry will meet with Sam regarding stop logs for the North. Limit switches are being reviewed by SGH for proper equipment purchase. Timeline for S. lock is twelve months.

Motion to approve Measure G committee recommendation S. Lock construction work, S., and N. Lock Design and one foot raise of gates

Moved by Director: Lattanzio; Seconded by Director: Nash

Director Vote: 5 Ayes

Motion Carried

- b. Hydrology information – from Robin Lee - Measure G Committee wants to know if study is time sensitive. Can data be used in the future? Resident Robin Lee addresses the Board and does not feel the study would be out dated. Flood District Study-Baylands/Novato Creek, restoration study geared to habitat restoration and marsh land.

Motion to request adjusted Hydrology report with real time events for high-risk areas by April 10, 2025

Moved by Director: Lattanzio; Seconded by Director: Angelopulos

Director Vote: 5 Ayes

Motion Carried

- c. Prioritization of Measure G repairs – Approved and send letter to SGH

VII. UNFINISHED BUSINESS

- a. Fishing violation – update – Contact MCSO regarding citation of ordinance.

VIII. NEW BUSINESS

- a. Election of officers- by recommendation and appointment by the board

Motion to approve Steve Nash as President

Moved by Director: Lattanzio; Seconded by: Director Angelopulos

Director Vote: 5 Ayes

Motion Carried

Motion to approve Cheryl Furst as Vice President

Moved by Director: Angelopulos; Seconded by Director: Nash

Director Vote: 5 Ayes

Motion Carried

- b. Mission Statement for Board – regarding retreats – DM to check with CSDA and services they offer. Assistance with facilitator. Beneficial for board and staff to work together.
- c. Brown Act training/refresher for all board members and committee members - DM to schedule Brown Act webinar training for board and committees through CSDA. Call County Counsel and schedule an in-person training after the webinar training.
- d. Swim Access Initiative – Taken out of Parks Committee

Motion to discuss swim access initiative

Moved by Director: Shorten; Seconded by Director: Nash

Director Vote: 5 Ayes

Motion Carried

Director Shorten addresses and requests that all residents have swimming access, and the Board look at swimming access
Resident P. Moreci – addresses equity, swim access to the lagoon access and safety
e. Purchase of BBQ grill for CSD use/rentals –Cleaning fee would be taken out of rental deposit if not cleaned. Maintenance and insurance are a concern. Stove in kitchen can be used as a grill
Motion to purchase BBQ for CSD
Moved by Director: Shorten; Seconded by Director: Lattanzio
Director Vote: 3 Nay; 2 Ayes
Motion not Carried

IX. PARKS AND OPEN SPACE

a. BMKCSD Park Survey – Update- Review and edit Parks survey. Submit additions/corrections to CSD by May 30, 2025 for N2N publication.
Motion to address the Board with BMKCSD Park Survey
Moved by Director: Shorten; Seconded by Director: Nash
Motion to accept modifications to Park survey
Moved by Director: Lattanzio; Seconded by Director: Nash
Director Vote: 5 Ayes
Motion Carried

X. ITEMS OF COMMUNITY INTERESTS

a. Refuge – Update - None
b. SCC – Update – Working with SCC and emergency water release from lagoons
c. Pattern Energy – Update – Moratorium updates – Marquee - list link for AB 303 Stop Lithium Battery storage. Letters were sent to Assembly members and James Muller
d. Novato Creek Baylands Strategy – Update - None
e. Cal Trans – Highway 37 project – Update - None

XI. FUTURE AGENDA ITEMS

South dredge

XII. ADJOURNMENT

All matters before the Board are being addressed – motion to adjourn.
Motion to Adjourn at 10:10pm
Moved by Director: Lattanzio; Seconded by Director: Nash
Director Vote: 5 Ayes
Motion Carried

Next regular meeting: April 17, 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), 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, Board Clerk

April 1, 2025