

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 April 17, 2025 – 7:30pm BMKCS Community Center

Board Members

Mercy Angelopoulos
Vince Lattanzio

Cheryl Furst
Steve Nash

Natalia Shorten

Assistance for people with disabilities: 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 7:30pm

The Zoom link is (cut/paste may be required):

<https://us06web.zoom.us/j/8221143740?pwd=y00Gutjhs17fQTT6tyhR9sF4HoCMGb.1>

Meeting ID: 822 114 3740

Passcode: 491292

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

Please mute your audio. Please raise your hand if you wish to speak during Public Comment or regarding an item on the agenda. When called upon, please unmute your audio.

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 March 20, 2025 – 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 March 2025

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 D 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. Resident K. O’Haire email regarding capital projects
- c. Correspondence and Presentations

V. **ZOOM PRESENTATION – CIVIC PLUS** – Jordan Cairns -Presentation for BMKCS D webpage Proposal - Attached

VI. **ADMINISTRATIVE COMMUNICATIONS**

a. District Manager’s Report

1. Financial

- a. Fraudulent check update – Bank of Marin has reimbursed BMKCS D for the fraudulent check and has been credited back to Measure D **\$7,410.00**.
- b. Measure D Reserves Bank of Marin Account. Bookkeeper is asking if this account is necessary to keep - attached

2. Operations

- a. Maintenance projects completed:
 - 1. Paradise Trees - Palm trees at front entrance and palm trees outside of office cleaned up – payment **\$565.00 Operations**
 - 2. AFS - North Lagoon limit switch bracket emergency fix –**\$680.00– Measure D**
 - 3. Jet Mulch – Bahama, Cavalla Cay, and Del Oro **\$3,881.81 Measure A**
 - 4. Door King and AT&T were on site fixing the Multi – Court phone line and circuit board connection – No invoice as of yet Measure A to be paid from Operations
- b. Measure A funds – Bookkeeper Jessica is still researching how funds were paid. For now, utilities are being paid out of Operating marked as Class Measure A for-audit purposes.
- c. 8 Montego Key fence repair. Small section of fence repaired by PCS and was paid for by resident per his request. Larger section of fence – Attached proposals
Orlando’s Landscaping **\$13,600.00**; PCS **\$12,200.00**; AFS **\$11,900.00** –
Half to be paid by resident 8 Montego Key - Operations
- d. Job posting for part time Administrative Assistant – Posted to website, Craigslist, CalJobs and College of Marin-IVC job board – Seventeen applicants to date. Interviews will be conducted in the weeks of May 12 and May 19.
- e. Pixie Life – Chair 55 yoga. The pilot program ends April 28, 2025. – Discussion
- f. Landscaping Bids – RFP/RFQ Discussion
- g. Bylaws -Discussion
- h. California Lands Commission – Lease 5307; Spoil Markers Forty-year lease expires March 31, 2026 -

3. Calendar

April 14-25	SCC Perennial Grazing BMKV
April 19, 2025	Easter Egg Hunt – Montego Park 11:00am
April 22, 2025	Earth Day – Volunteer neighborhood clean up –
April 28, 2025	SCC soil testing BMK Unit V
May 7, 2025	First food truck night – Lotus Grill 5:00pm
May 13, 2025	Waterways Committee – 6:30pm
May 15, 2025	Board Meeting 7:30pm
End of May	Road Sealing – Bahama Reef
June 21, 2025	Community Car Show 11:00am-3:00pm

- a. *ad hoc* Committee Reports
 1. Grant Writing Committee Report - Update
 2. BMK Community Safety Committee Report (ERT/Traffic/PGE) – Update
 - a. ERT –
 - b. Traffic –
 - c. PGE -
 3. Beautification Committee Report - Update
 4. Welcome to the Keys Committee Report -Update
 5. Communications Committee Report- Update
 6. Waterways Committee Report –Update – Meeting scheduled for May 13, 2025
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

VII. STANDING COMMITTEE REPORTS A, D & G

- a. Measure A - Parks and Open Space Report– Update – DRAFT Parks Survey
- b. Measure D - Marine Maintenance Report – Update -
 - a. Permit consultant proposal- update
 - b. Preparation of RFQ for marine infrastructure-qualified contractors - update
- c. Measure G - Oversight Committee Report – Update
 - a. SGH April 9, 2025 Revised Proposal -Attached **Fixed fee \$45,000; T&M not to exceed \$35,300**
 - b. Hydrology information – Update from Robin Lee – Attached
 - c. Permit consultant proposal – update
 - d. Preparation of RFQ for marine infrastructure - qualified contractors - update

VIII. UNFINISHED BUSINESS

- a. Aylene Lambert – Gardens HOA - update
- b. Fishing violation – update – email from Lt. Morton
- c. Retreat for Board members – update -
- d. Brown Act training/refresher – update - CSDA
 1. Letter attached - Assembly Bill 259(Rubio) Assembly Bill 259 (Rubio) eliminates the sunset on provisions added to the Brown Act by Assembly Bill 2449 (Rubio, 2022). a bill that provided additional flexibility with alternative Brown Act meeting procedures able to be observed in the event of a board member’s absence in connection with a “just cause” or “emergency.”

IX. NEW BUSINESS

- a. South lagoon dredge – Attachment - Discussion
- b. South lagoon shoreline – Cavalla Cay - Discussion

X. ITEMS OF COMMUNITY INTERESTS

- a. Refuge – Update
- b. SCC – Update – Coastal Conservancy Board Meeting April 17, 2025
- c. Pattern Energy – Update – Moratorium updates
- d. Novato Creek Baylands Strategy – Update
- e. Cal Trans – Highway 37 project - Update

XI. FUTURE AGENDA ITEMS

XII. ADJOURNMENT

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

Next regular meeting: May 15, 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 11, 2025