

# 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 May 15, 2025 – 7:30pm BMKCS Community Center

### Board Members

Mercy Angelopulos  
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 April 17, 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 April 2025 – Action item

### **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. Correspondence and/or Presentations
  - 1. Catherine Di Prete – regarding 8 Montego Key fence. Disputing CSD share cost amount \$5,000.00

V. **ADMINISTRATIVE COMMUNICATIONS**

- a. District Manager’s Report
  - 1. Financial
    - a. US Bank- in progress of opening Measure G Checking account
    - b. FY 22-23 Audit – Bookkeeper found discrepancies with our FY 21-22 Audit. Working with CPA making corrections before completing the FY 22-23. The information submitted was flawed by the previous District Manager(s), CPA, and bookkeepers. There has been a lot of cleaning up of financial records
    - c. Budget FY 25-26 – DRAFT Attached - Discussion
  - 2. Operations
    - a. Maintenance Projects Completed;
      - 1. Paradise Trees – Palm trees – Caribe Isle N Fitness, Caribe Isle S., Bahama Reef playground and Palm tree replant at entrance. **\$2640.00 – paid**
      - 2. DMMS – mowed May 5, 2025. Cal West Rental \$
      - 3. Leete Generator repair - \$
      - 4. Brightview – Irrigation repairs **\$2,835.99**
    - b. Landscaping Request for proposal(RFP) – attached – Discussion
    - c. Bylaws – attached – attached - Discussion
    - d. Bel Marin Keys Women’s Scholarship Award winner – Congratulations to Jonathan Bartnicki

3. Calendar

May 26, 2025,	Memorial Day – Office closed
May 30, 2025	Last day to submit articles N2N
June 4, 2025	Food Truck- Rock Burgers
June 7 & 8, 2025	Community Garage Sale
June 14, 2025	10:00am Lock Demonstration – Andrea Kraemer
June 19, 2025	Juneteenth – Office closed
June 21, 2025	Community Car Show 11:00am-3:00pm
June 26, 2025	Board of Directors Meeting 7:30pm

- 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 – May 13, 2025 Map and rules

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

- a. Measure A Parks and Open Space Report – Update DRAFT Parks map and Survey review
- b. Measure D Marine Maintenance Report – Update
- c. Measure G Oversight Committee Report – Update
  - 1. WRA Environmental Services Proposal – Attached \$ 87,910.00
  - 2. NCE Environmental Services Proposal – Attached \$ 132,075.00

**VII. UNFINISHED BUSINESS**

- a. Brown act training/refresher – Board of directors on a committee will present video in Community Center for training

**VIII. NEW BUSINESS**

**IX. ITEMS OF COMMUNITY INTERESTS**

- a. Refuge – Update
- b. SCC – Update
- c. Pattern Energy – Update – Moratorium updates
- d. Novato Creek Baylands Strategy – Update
- e. Cal Trans – Highway 37 project - Update

**X. FUTURE AGENDA ITEMS**

**XI. ADJOURNMENT**

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

Next regular meeting: June 26, 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, Board Clerk

May 9, 2025