

**ESZCOUNTY SERVICE AREA 16 ADVISORY BOARD
BACICH ELEMENTARY SCHOOL LIBRARY,
699 SIR FRANCIS DRAKE BOULEVARD, KENTFIELD, CALIFORNIA
MINUTES FOR SPECIAL MEETING HELD ON FEBRUARY 8, 2018**

MEMBERS PRESENT: Ron Peluso
 Phil Wegner
 Samantha Palm
 Mark Wittenkeller

ABSENT: Greg Shaughnessy

1. CALL TO ORDER

Meeting was called to order at 7:02 PM

2. PUBLIC COMMENT

Open time for public expression, up to three minutes per speaker, on items not on today's agenda. The Advisory Board will hear items without return comment or discussion. Testimony regarding matters not on the agenda will not be considered part of the administrative record.

3. APPROVE MINUTES FOR SPECIAL MEETING ON SEPTEMBER 14, 2017

M/S Wittenkeller/Peluso - approved the minutes September 14, 1017

AYES: ALL

ABSTAIN: NONE

NAYS: NONE

ABSENT: SHAUGNESSY

4. UPDATE ON CSA 16 ACTIVITIES

Jim Chayka gave an update on CSA 16. Jim stated there was an ongoing project at Corte Cayuga. Gardner's Guild was hired to complete that project.

Via Cheparro project was underway, but Scott Sherman recommended that we postpone the project because of erosion concerns.

We have not had any success with any tree companies bid on the tree removal phase. We will try again and reach out to some other companies.

There still needs to be a meter installed and a planting plan needs to establish.

At the intersection of Altura there is a lack of vegetation so there is a plan to put in some low-profile split-level rails.

We received a proposal for the Eliseo entrances for vegetation removal. That proposal has been accepted.

Scott Sherman suggested we install Weathermatic solar controllers on some of these islands. So far there are 3 installed.

5. UPDATE ON SUBCONTRACTOR PERFORMANCE AND SERVICE

Jim Chayka stated that Gardner's Guild has stepped up and is performing at high level currently. The County currently has a Glyphosate Free Program and Gardner's Guild has helped to implement that program.

6. UPDATE ON CSA 16 COMMUNITY OUTREACH EFFORTS

Commissioner Palm stated there were 2 pieces to the outreach efforts. One of the pieces is there isn't a clear role between GPOA and CSA 16 and the 2 organizations are different. The 2nd part has to do with signage regarding maintenance; capital improvement so the community knows where those funds are coming from.

There was a survey to better understand how the community wanted to spend the money and what was the perceptions of the medians and entrances. Measure A did not pass for CSA 16 to get more funds.

Commissioner Palm reviewed the results with the other Commissioners.

Jim Chayka stated that a subcommittee reviewed signage that the County had presented to highlight capital improvements along with other signs on maintenance actives.

7. FISCAL YEAR 2017-2018 BUDGET AND FISCAL YEAR 2018-2019 BUDGET REVIEWS

Jim Chayka presented the budget for FY 17-18 & FY 18-19 and explained the new format. Jim also answer questions from the commissioners on the budget.

M/S Wittenkeller/Peluso to approve the FY 2018-2019 Budget

**AYES: ALL
ABSTAIN: NONE
NAYS: NONE
ABSENT: SHAUGNESSY**

8. REVIEW AND PROVIDE INPUT ON THE CSA 16 FY 2018-20 BIENNIAL REPORT

Jim Chayka reviewed the Biennial Report with the commissioners and asked for any input.

M/S Peluso/Wittenkeller to approve the 2018-2020 Biennial Report

**AYES: ALL
ABSTAIN: NONE
NAYS: NONE
ABSENT: SHAUGNESSY**

9. ADVISORY BOARD MEMBER COMMENTS