

**COUNTY SERVICE AREA 16 ADVISORY BOARD
BACICH ELEMENTARY SCHOOL LIBRARY,
699 SIR FRANCIS DRAKE BOULEVARD, KENTFIELD, CALIFORNIA
DRAFT MINUTES FOR MEETING HELD ON SEPTEMBER 8, 2016**

MEMBERS PRESENT: Greg Shaughnessy
Ron Peluso
Phil Wenger

ABSENT: Mark Wittenkeller

Staff Members Present: Chris Bramham
Steve Petterle
Sarah Richards
Carla Scott
Ari Golan

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 FEBRUARY 11, 2016

M/S Peluso/Wegner - approved the minutes for February 11, 2016

AYES: Shaughnessy

ABSENT: Wittenkeller

4. UPDATE ON CSA 16 ACTIVITIES

Steve Petterle gave an update on CSA 16.

- Sir Francis Drake fences are completed at a cost of \$112k.
- Almenar landscape is completed at a cost of \$120k.
- The new maintenance contract is final and will be at a cost of \$94k
- Started work on Cayuga at a cost of \$95K which is an increase from \$88k. Will also need to check for meter at Corte Cayuga for landscape

5. FISCAL YEAR 2016-2017 BUDGET UPDATE

Chris Bramham gave an update on the 2016-2017 Budget. Chris reviewed the spreadsheets and gave an overview to the Commission. A discussion ensued regarding project costs and priorities. Jeff George, Steve Petterle, and Sarah Richards review design ideals and cost for a revised project list.

Greg Shaughnessy suggested proposed revising budget under professional services and construction line items as follows:

- La Cuesta/Los Cerros/Corte Cayuga/Eliseo – design with Jeff George @\$19,500
- La Cuesta/Los Cerros/Corte Cayuga – construction services with Jeff George @\$6,600
- Eliseo – construction estimate / services with Jeff George @\$2,500 + LA team with money from existing interfund charges
- La Cuesta/Los Cerros/Corte Cayuga – construction @ remainder funds from FY16/17

Total revised Obj #522510 professional services line item:

- \$25,000 – Maintenance Consultant
- \$ 5,000 - Construction Consultant
- \$28,600 - Consulting LA
- \$58,600 –Total

Total revised Obj #522310 construction line item:

- \$174,400 total construction monies for La Cuesta/Los Cerros/Corte Cayuga

M/S: Peluso/Shaugnessy
AYE: Wegner
ABSENT: Wittenkeller

6. REPORT FROM NEW SUBCOMMITTEE:

Chair Shaughnessy passed out a 6 page handout with financial and planning information. A discussion ensued regarding \$175k increase to special assessment tax to generate additional funds. Staff will confirm dollar value at \$175/property/year and date when new funds become available after election.

The board will set a date in November to consider final details and approve request to Board of Supervisors for election. Chris Bramham will get a date to Chair Shaughnessy for the Special Meeting in November.

7. ELECT OFFICERS FOR 2017

The board elected officers as follows: Chair -Ron Peluso, Vice Chair-Greg Shaughnessy, Secretary-Phil Wegner.

M/S Shaughnessy/Peluso
AYES: Wegner
ABSENT: Wittenkeller

8. SIR FRANCIS DRAKE BOULEVARD REHABILITATION -101 TO ROSS

Chris Bramham mentioned Mark Wittenkeller encouraging involvement with the Sir Francis Drake Boulevard project and consider having a special meeting for presentation by DPW about

next design. Gregg Shaughnessy reviewed Chair Wittenkeller's concerns and solutions. A special meeting is not recommended but will stay involved in the process.

9. ADVISORY BOARD MEMBER COMMENTS

Advisory Board members may speak briefly about items of interest to the CSA 16 Advisory Board that does not appear on the agenda. No discussion or action may be taken on any items

9:10 PM meeting adjourned