

**MARIN COUNTY SERVICE AREA 16 ADVISORY BOARD
MINUTES FOR MEETING HELD ON SEPTEMBER 14, 2023
MEETING HELD AT BACICH ELEMENTARY SCHOOL, KENTFIELD**

MEMBERS PRESENT: Jack Valinoti
Ron Peluso
David Glenn
Mark Wittenkeller

ABSENT: None

1. CHANGE TO AGENDA: ADDING ELECTION OF OFFICERS AS ITEM 6

2. CALL TO ORDER

Meeting was called to order by Ron Peluso

Public comment: No one from the public came forward.

3. APPROVE MINUTES FOR MEETING SEPTEMBER 8, 2022

M/S Glen/Peluso with an update to Glenn's name

AYES: ALL

ABSENT: none

4. UPDATE ON CSA 16 ACTIVITIES

Jim Chayka provided updates on the Sir Francis Boulevard frontage improvement project. Scott Sherman provided updates on annual pruning and landscaping. These included Via La Cumbre, Sir Francis Drake Blvd frontage, and Manor road entrance fencing. Jim suggested discussion around looking to share funding for firesafe pruning on Bretano Way with MWPA, estimated at \$48,000.

Commissioner Comment: Wittenkeller stated that previous Commissioner Shaughnessy was principally responsible for the County Services agreement after serving the community over 20 years. The advisory board will very much miss his service and is grateful for the work that he contributed.

If you are a person with a disability and require an accommodation to participate in a County program, service, or activity, requests may be made by calling (415) 473-4381 (Voice), Dial 711 for CA Relay, or by [email](#) at least five business days in advance of the event. We will do our best to fulfill requests received with less than five business days' notice. Copies of documents are available in alternative formats upon request.

Public Comment: Greg Shaughnessy mentioned Bryce Finster moved into his house and suggested that he volunteer for the board. He will reach out to our staff. Greg would like to see the 600 linear feet from La Cuesta to El Portal along SFD frontage planted as soon as it can.

5. FISCAL YEAR 2021-2022 BUDGET AND FISCAL YEAR 2022-2023 BUDGET REVIEWS

Jim Chayka presented updates on the FY 23 Budget. Total expenses for FY23 was \$ 298,946 as of the end of the fiscal year, including water bills, tree services, and leak detection. Total revenue was higher than total expenditures. Professional services expenditures were lower than estimates because there was planned planning along SFD frontage that was moved into FY 24. Jim then reviewed the estimates for FY 24. \$110,000 is allocated for Sir Francis Drake, and expenditures are estimated to be larger than revenue by nearly \$200,000. However, projected fund balance is still \$357,000 dollars at the end of FY 24.

Commissioner Comments: Wittenkeller appreciates the involvement of Sarah Richards in the community, especially in regards to Sir Francis Drake planning.

Public Comment: No one from the public came forward.

6. ELECTION OF OFFICERS (ACTION ITEM)

The advisory board motioned to elect Jack Valinoti as Chair, Mark Whittenkeller as Vice Chair, and David Glenn as Secretary.

M/S Glenn/Valinoti

AYES: ALL

ABSENT: none

7. ADVISORY BOARD COMMENTS

None

Meeting adjourned at 8:00

Next meeting will be February 8, 2024

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