

**COUNTY OF MARIN
COUNTY SERVICE AREA (CSA) 18 ADVISORY BOARD
3501 CIVIC CENTER DRIVE, ROOM 260, SAN RAFAEL, CA 94903
MINUTES FOR REGULAR MEETING FEBRUARY 21, 2018**

BOARD MEMBERS PRESENT: Gina Hagen,
 Linda Levey,
 Ellen Stein
 Karen Thompson,
 Joyce Clements

1. CALL TO ORDER

Commissioner Clements called the meeting to order at 5:32 p.m. in Room 260 of the Civic Center. Commissioner Clements introduced the new Commissioner Ellen Stein.

2. OPEN TIME

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 REGULAR MEETING HELD SEPTEMBER 16, 2017

M/S: Clements/Hagen approve minutes with the following corrections. Remove Gina Hagen's name where indicates Present. Supervisors Connolly's name is misspelled, Linda Levey's name is misspelled on #7. Item #4, add Adrian/Rosal to BBQ pits at the Adrian/Rosal park and add the net will be replaced at the Castro Park

**AYES: ALL
NAYS: NONE**

4. UPDATE ON CURRENT CSA 18 AND PARK DEPARTMENT ACTIVITIES

Steve Petterle, Chief Architect for Marin County Parks presented. He provided background and current information about CSA18 boundaries and revenue sources. Reference documents were distributed. Mr. Petterle suggested that our current CSA18 is only drawing revenue from the small orange area within the CSA18 boundaries. He defined this area as the Zone of Benefit (ZOB) which is the old Gallinas Community Service District. This ZOB represents a Special Assessment area and pays different taxes, separate from taxes levied on the remainder of CSA18.

Mr. Petterle suggested strategies for increasing revenue for CSA18 to fund potential future projects. 1) Creating (and hopefully passing) a tax initiative within the ZOB. The ZOB is currently the area receiving benefit from the parks serviced by our CSA18. 2) Petition to the Board of Supervisors to pay for parks outside of the ZOB. 3) Ballot measure to expand the ZOB and increase tax. This approach would have many steps including demonstrating benefit to the expanded community and creating a legal description of the expanded ZOB.

Question about the tax area was raised by Linda Levey. Is it possible that pre-Prop 13 Parks taxes are built into all homes in the CSA18? If that is true, and if our CSA 18 is not getting that tax money, where is it going? Are we only receiving tax revenue from within the ZOB?

Ian McLorg introduced himself-Chief Open Space Park Ranger. Landscape and Parks report: routine maintenance has been maintained, playground inspections done in all parks in jurisdiction. Questions/updates regarding the following at Pueblo Park. Repair (2nd repair) of Apollo Spinner was completed, early February. The pour in place surface (next to the fire truck structure) appears loose in some areas. Jim Chaya will check on the warranty. Lock on gates to tennis court should be reset when daylight savings time begins. Ian will look into low water pressure in the drinking fountains at Castro Park.

5. TENNIS COURTS PUBLEO PARK

Joyce Clements said the irrigation system seems to have overspray into the court. Request for Gardener's Guild to assess. No further damage to the court has come to light. Active use of the court for both tennis and pickleball has been frequently observed.

At the 9/27/17 CSA18 meeting, a request for benches for the court was explored. Nancy Peake will look into the cost of benches and installation. Yellow caution tape is still in place around the newly landscaped area next to the tennis court. Ian will look into when the tape will be removed.

6. FINANCE AND LONG RANGE PLANNING AD HOC COMMITTEE UPDATE

Item was tabled.

7. FISCAL YEAR 2016 TO 2017 ANNUAL REPORT AND FISCAL YEARS 2017 TO 2018 WORK PLAN

Jim Chayka provided a review of the format used by Marin County for budgeting and the significance of entries. He reviewed the YTD financials. On paper, total expenses are slated to exceed revenue for CSA#18. YTD expenditures indicate modest expenditures thus far. We are operating within budget so far. A suggestion was made to form a subcommittee to work with Nancy Peake and park staff on future projects in relation to the proposed budget. Ellen Stein and Joyce Clements volunteered for the subcommittee

M/S Stein/Clements made a motion to approve the budget

AYES: ALL

NAYS: NONE

ABSTAIN: NONE

Jim Chayka will check on a double charge from United Site Services.

Nancy Peake to review previous request for a bench at Pueblo Park and determine costs associated with acquisition and installation.

Fiscal Year 2018-2019

Budget items proposed for 2018-2019 were reviewed. Discussion ensued about having budget assumptions more closely reflect real expenditures to allow better tracking of budget.

Motion was made to move forward with the budget as proposed after adjustments are made to specific line items to more closely match true budget. (Jim Chayka to make these changes)

M/S Stein/Clements Motion was made to move forward with the budget as proposed after adjustments are made to specific line items to more closely match true budget

AYES: ALL
NAYS: NONE
ABSTAIN: NONE

8. REVIEW AND PROVIDE INPUT ON CSA 18 FY 2018-20 BIENNIAL REPORT

CSA#18 Advisory members and Jim Chayka reviewed the draft version of the report. Items # I and II-no changes. # III Accomplishments for 2016-2018 budget cycle. Add Mosaic Wall installation at Pueblo Park.

Item #IV-discussion of proposed Goals 1-3

Goal #1: Advise Parks staff and the Board of Supervisors regarding community comments related to the condition and maintenance for CSA 18 parks and landscaping.

Goal #2

Review designs and make recommendations to Parks staff and the Board of Supervisors regarding landscape and renovation projects.

Goal #3 Advisory Board members will spearhead outreach efforts to engage the community and solicit participation in CSA #18 meetings.

Discussion about how to achieve these goals included a desire for concrete social media polices from Marin County. NextDoor and other social media platforms can be used effectively for community outreach and advisory members have identified the need for policy statements. Further discussion about use of survey companies like Survey Monkey, to assess needs and desire of the community.

M/S Hagen/Clements

AYES: ALL
NAYS: NONE
ABSTAIN: NONE

9. ADVISORY BOARD MEMBER COMMENTS

Meeting adjourned at 7:35 P.M.