

**COUNTY SERVICE AREA (CSA) 33 ADVISORY BOARD
30 BELVEDERE AVENUE, STINSON BEACH, CALIFORNIA
MINUTES FOR MEETING HELD ON SATURDAY, MARCH 12, 2016**

BOARD MEMBERS PRESENT: Lance Meade
 Ginny Otis
 Chris Fitting
 Mark White
 Michael Mitchell

STAFF MEMBERS PRESENT: Chris Bramham
 Brian Sanford
 Dan Sauter
 Nancy Peake

1. CALL TO ORDER

The meeting was called to order by Chairman Lance Meade at 10:01 a.m.

2. OPEN TIME

No member of the public spoke at this time.

3. APPROVAL OF MINUTES FOR REGULAR MEETING HELD OCTOBER 10, 2015

M/S Mitchell/Otis

AYES: Meade, Fitting, White

NAYES: none

4. UPDATE ON CURRENT CSA 33 AND PARK DEPARTMENT ACTIVITIES

Brian Sanford gave an overview of the current activities at CSA 33: trees and other plants were pruned; mulching was completed; court lights are in process; and several gophers were removed.

Staff will move a new Measure A sign for the ping pong table project to the corner of Hwy 1. The sign will be removed in 6 months. Chair Meade stated there has long been a 'no signs' practice in Village Green since the parks opened. Mike Mitchell stated up to 40 volunteers helped with the ping pong table project.

Sanford reported work coming soon to repair decomposed granite in pathways and plans for other maintenance on deteriorating benches in the playground.

Chair Meade talked about invasive plants growing on parcels near his house on open space and how eradication has been unsuccessful. Brian Sanford stated that Park's resource crew mapped the infestation and did some removal. More work is planned for the future.

5. NEW LANDSCAPE CONTRACT

Dan Sauter stated that Parks plans to re-bid the current maintenance contract specifications and monitor new costs for budgeting purposes. The new agreement can be a 1 year contract with option for 2 additional years.

M/s Meade/ Mitchell approved the landscape contract bid as presented.

AYES: Otis, White, fitting

6. PROPOSAL FOR ADDITIONAL RESTROOM AT VILLAGE GREEN PARKS

The Board discussed proposed new restrooms near the Library as designed by Senior Landscape Architect Nancy Peake. Commissioners Otis and Fitting will contact the library about the new installation. Nancy Peake can be available for a Library Board Meeting in the future if needed. The Commissioners agreed to allow adjustments to the design as needed to accommodate drainage, pad, etc. Board members expressed interest in reviewing Nancy's plans before finalizing for bidding. Costs for a new restroom will be paid through Measure A funds.

M/s Otis/White to approve the restroom design #2A.

AYES: Meade, Mitchell, Fitting

7. FISCAL YEAR 2015-2016 BUDGET UPDATE AND FISCAL YEAR 2016-2017 BUDGET APPROVAL

Chris Bramham presented the budget update for fiscal year 2015-2016 and budget proposal for FY 2016-2017.

M/s Otis/White to approved budget for FY 2016-2017 as presented

AYES: Mitchell, Fitting Meade

8. CSA 33 FISCAL YEAR 2015 TO 2016 ANNUAL REPORT AND FISCAL YEARS 2016 TO 2018 WORK PLAN

Chris presented the FY 2015/16 Annual Report and FY 2016-2018 Work Plan.

M/s Meade/Otis to approve the Annual Report for 2015-2016 and the 2016-2018 Work Plan

Mitchell, Fitting White

9. CSA 33 ADVISORY BOARD MEMBER COMMENTS

Ginny Otis stated that there will be no 'Cuisine on the Green this year.

Next meeting will be October 15, 2016

Meeting adjourned at 11:28