



Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

NOTICE OF REGULAR MEETING MINUTES

Marin Local Agency Formation Commission

Thursday, June 13, 2019

Marin Clean Energy | Charles McGlashan Room | 1125 Tamalpais Avenue, San Rafael, California

CALL TO ORDER

Chair McEntee called the meeting to order at 7:02 pm.

ROLL CALL BY COMMISSION CLERK

Roll was taken and quorum was met. The following were in attendance:

Voting Commissioners Present: Sashi McEntee, Chair
Sloan Bailey
Judy Arnold (arrived 7:09 p.m.)
Dennis Rodoni
Lew Kious
Tod Moody
Larry Loder

Staff Present: Jason Fried, Executive Officer
Candice Bozzard, Commission Clerk
Jeren Seibel, Policy Analyst

Counsel Present: Mala Subramanian

Regular Members Absent: Damon Connolly
Craig K. Murray, Vice-Chair

AGENDA REVIEW

Chair McEntee asked for any changes to the agenda.

Approved: M/S by Commissioners Bailey and Rodoni to accept the agenda as written.

Ayes: Commissioners McEntee, Bailey, Rodoni, Kious, Loder

Nays: None

Abstain: None

Absent: Commissioner Damon Connolly

Motion approved unanimously

PUBLIC OPEN TIME

Chair McEntee opened the public comment period, hearing none, closed public open time.

CONSENT CALENDAR ITEMS

1. Approval of Minutes for April 11, 2019 Regular Meeting Minutes
2. Commission Ratification of Payments from April 1, 2019 through May 31, 2019.

Approved; M/S by Commissioners Rodoni and Bailey to accept the consent calendar.

Ayes: Commissioners McEntee, Bailey, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: Commissioner Damon Connolly

Motion approved unanimously

BUSINESS ITEMS

3. Election of Chair and Vice-Chair

Approved; M/S by Commissioners Bailey and Rodoni to nominate Sashi McEntee as Chair and Craig K. Murray as Vice-Chair.

No public comment.

Ayes: Commissioners McEntee, Bailey, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: Commissioner Damon Connolly

Motion approved unanimously

4. Commendation to Jack Baker

Mr. Jack Baker was not present to accept his commendation, however, Chair McEntee acknowledged how extremely helpful Mr. Baker had been throughout the recent staffing changes.

Approved; M/S by Commissioners Kious and Loder to approve the commendation for Mr. Baker.

No public comment.

Ayes: Commissioners McEntee, Bailey, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: Commissioner Damon Connolly

Motion approved unanimously

(Commissioner Arnold arrived)

5. Accept Annual Audit Report for Fiscal Year 2017-2018

Executive Officer Fried noted the areas of improvement outlined by the auditor had since been addressed and rectified. Executive Officer Fried continued it was Marin LAFCo policy to rotate auditors every five years, yet given the recent staffing changes felt one more year was advisable. In addition, the State of California has a rule that the same person should not do the audit for six years. There was discussion about positives and negatives of staying with the same auditor for another year.

No public comment.

Approved; M/S by Commissioners Kious and Loder to accept the annual audit report for FY 2017-2018.

Ayes: Commissioners McEntee, Bailey, Arnold, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously

6. Approval of Resolution 19-01 Establishing a Deferred Compensation Program for LAFCo Employees with the National Association of Counties (NACo)

Executive Officer Fried emphasized there would be no cost to the Commission and requested authorization to establish the deferred compensation program for Marin LAFCo staff. There was some concern regarding underlying administrative costs. Counsel Subramanian assured the Commissioners there was no financial obligation on the part of Marin LAFCo.

No public comment.

Approved; M/S by Commissioners Bailey and Arnold to approve resolution 19-01, to establish the deferred compensation program with the National Association of Counties (NACo)

Ayes: Commissioners McEntee, Bailey, Arnold, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously

7. Consideration of Vendor for Personnel Policy Revision

Executive Officer Fried indicated the advantages of contracting with Liebert Cassidy Whitmore to update the Personnel Policy.

No public comment.

Approved; M/S by Commissioners Kious and Loder to authorize the Executive Officer to execute the contract with Liebert Cassidy Whitmore to update the personnel policy.

Ayes: Commissioners McEntee, Bailey, Arnold, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously

8. Approval of First Amendment to Executive Officer Employment Agreement

LAFCo Counsel reported on the first amendment to the employment agreement with Jason Fried. The amendment included a raise from \$142,000 to \$150,000 annually, and an extended agreement to June 30, 2020.

Approved; M/S by Commissioners Bailey and Rodoni to authorize Chair McEntee to execute the First Amendment to the Executive Officer Agreement with Jason Fried.

Ayes: Commissioners McEntee, Bailey, Arnold, Rodoni, Kious, Loder

Nays: None

Abstain: Commissioner Moody

Absent: None

Motion approved by majority vote

9. Municipal Service Review Study Schedule Update

The Executive Officer recommended the Commission approve the revised study schedule. The Executive Officer added, in order to remain on schedule, staff would supplement the Flood Control Zones #6 and #7 in San Rafael and Zone #1 in Novato to the Planwest reports.

No public comment.

Approved; M/S by Commissioners Arnold and Loder to approve the revised Municipal Service Review study schedule.

Ayes: Commissioners McEntee, Bailey, Arnold, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously

10. Election of Special Districts Risk Management Association Board Members

The Executive Officer relayed that even though Vice-Chair Murray was unable to attend the meeting, he made a recommendation via email to elect incumbent Bob Swan, Patrick O'Rourke and incumbent Sandy Seifert-Raffelson to the Special Districts Risk Management Association board. Commissioner Kious concurred.

No public comment.

Approved; M/S by Commissioners Kious and Rodoni to elect incumbent Bob Swan, Patrick O'Rourke and incumbent Sandy Seifert-Raffelson to the Special Districts Risk Management Association board.

Ayes: Commissioners McEntee, Bailey, Arnold, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously

11. Disadvantaged Unincorporated Community Ad-Hoc Committee Report [Verbal Report Only]

Executive Officer Fried informed the Commission that the Ad-Hoc Committee met on May 8, 2019. The meeting included much discussion regarding the policy on definition and management of the Disadvantaged Unincorporated Communities. The Committee scheduled another meeting and will report any progress to the Commissioners at the August 2019 meeting.

PUBLIC HEARING(S)

12. Approval of Resolution 19-02 Adopting a Final Operating Budget for FY 2019-2020

Executive Officer Fried stated, despite having a three-member staff, the member contributions would not increase from last fiscal year. No comments were received from the jurisdictions.

No public comment.

Approved; M/S by Commissioners Bailey and Rodoni to approve Resolution 19-02, adopting the final operating budget for fiscal year 2019-2020.

Ayes: Commissioners McEntee, Bailey, Arnold, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously

13. Approval of Resolution 19-03 Approving the Comprehensive Update to the Adopted Fee Schedule

Executive Officer Fried explained the various adjustments to the fee schedule and recommended approval.

No public comment.

Approved; M/S by Commissioners Arnold and Bailey to approve Resolution 19-03, to adopt the comprehensive update to the Marin LAFCo fee schedule.

Ayes: Commissioners McEntee, Bailey, Arnold, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously

EXECUTIVE OFFICER REPORT (discussion and possible action)

a) Website Update [Verbal Report Only]

New website launched earlier today.

b) Budget Update FY 2018-2019

Current budget on track.

c) Current and Pending Proposals

Majority of proposals in final stages, with possible new applications on the way.

d) Update on MSR(s) [Verbal Report Only]

San Rafael MSR sent out for comment and will be on the August agenda for discussion and public comment.

e) Special Districts Election to LAFCo Seat Update [Verbal Report Only]

Ballots counted April 23, 2019 at 1:00pm with Lew Kious prevailing. Commissioner Kious made note he encouraged special districts to vote.

f) Correspondences

Responding to the request of CALAFCO, letters affecting legislative bills were submitted to the appropriate governmental representatives.

COMMISSIONER ANNOUNCEMENTS AND REQUESTS

Hearing no announcements or requests, the Chair called for adjournment.

Approved; M/S by Commissioners Bailey and Rodoni to adjourn the meeting.

Ayes: Commissioners McEntee, Bailey, Arnold, Rodoni, Kious, Moody, Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously

Chair McEntee adjourned the meeting at 8:09 pm.

ADJOURNMENT TO NEXT MEETING

Thursday, August 8, 2019 | 7:00 pm

Marin Clean Energy | Charles McGlashan Room | 1125 Tamalpais Avenue, San Rafael, CA

Attest: Candice Bozzard
Commission Clerk

Any writings or documents pertaining to an open session item provided to a majority of the Commission less than 72 hours prior to a regular meeting shall be made available for public inspection at Marin LAFCo Administrative Office, 1401 Los Gamos Drive, Suite 220, San Rafael, CA 94903, during normal business hours.

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