



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, December 11th, 2025

CALL TO ORDER

Chair Coler called the meeting to order at 6:35 P.M.

ROLL CALL BY COMMISSION CLERK

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

Commissioners Present: Barbara Coler
Dennis Rodoni
Steve Burdo (arrived at 6:50)
Lew Kious
Eric Lucan (arrived at 6:40)
Larry Chu

Alternate Commissioners Present: Roger Smith
Rachel Farac (voting till 6:50)
Cathryn Hilliard (voting member at this meeting)

Marin LAFCo Staff Present: Jason Fried, Executive Officer
Jeren Batchelder-Seibel, Deputy Executive Officer
Claire Devereux, Clerk/Jr. Policy Analyst

Marin LAFCo Counsel Present: Malathy Subramanian
Commissioners Absent: Craig Murray
Alternate Members Absent: Stephanie Moulton-Peters

AGENDA REVIEW

EO Fried asked to move item 6 before item 4 as a member of the public is present for this item.

Approved: M/S by Commissioners Kious and Hilliard to move item 6 before item 4.

Ayes: Commissioners Farac, Lucan, Chu, Coler, Rodoni, Hilliard, and Kious

Nays:

Abstain:

Absent: Murray

Motion: Approved unanimously

PUBLIC OPEN TIME

Chair Coler opened public open time. Seeing no one wishing to speak, public open time was closed.

CONSENT CALENDAR ITEMS (discussion and possible action)

1. Approval of Minutes for October 9, 2025, Regular Meeting
2. Commission Ratification of Payments from October 1, 2025, to November 30, 2025
3. Approval of the 2026 Commission Calendar

Approved: M/S by Commissioners Kious and Hilliard to approve the consent calendar.

Ayes: Commissioners Farac, Lucan, Chu, Coler, Rodoni, Hilliard, and Kious

Nays:

Abstain:

Absent: Murray

Motion: Approved unanimously

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Dennis Rodoni, Vice-Chair
County of Marin

Eric Lucan, Regular
County of Marin

Stephanie Moulton-Peters, Alternate
County of Marin

Barbara Coler, Chair
Town of Fairfax

Steve Burdo, Regular
Town of San Anselmo

Rachel Farac, Alternate
City of Novato

Lew Kious, Regular
Almonte Sanitary District

Craig Murray, Regular
Las Gallinas Valley Sanitary District

Cathryn Hilliard, Alternate
Southern Marin Fire Protection District

Larry Chu, Regular
Public Member

Roger Smith, Alternate
Public Member

BUSINESS ITEMS (discussion and possible action)

Business Items involve administrative, budgetary, legislative, or personnel matters and may or may not be subject to public hearings.

4. Review and Discussion of the Draft Marin County Fire Services Special Study

Jr. Analyst Devereux presented an overview of the draft Marin County Fire Services Special Study.

Chair Coler suggested incorporating the summary information from the first slides of the PowerPoint, including staffing numbers, into the report, noting that it provides a clear overview of key data.

Commissioner Hilliard commended the report and shared lessons from the Southern Marin consolidation experience, emphasizing the importance of shared services, early LAFCo involvement, financial equity, union participation, and comprehensive documentation. She noted that consolidation efforts require patience, particularly given leadership turnover, and expressed hope for continued progress with Tiburon and Belvedere.

Commissioner Chu stated that while certain indebtedness and financial data included in the draft report are factually correct, the opinions presented in the report were those from the agency. If LAFCo were to conduct its own analysis, the opinions could be different. He recommended removing those statements all together.

Vice-Chair Rodoni asked staff to provide background on the origin and intent of the Fire Services Special Study.

EO Fried gave a brief history.

Commissioner Burdo thanked staff for the report. He stated that the study is a valuable countywide reference document and suggested adding a brief contextual discussion on related entities, such as paramedic authorities and the Marin Wildfire Prevention Authority (MWPA), to clarify how they interact with fire service providers.

Chair Coler stated that the original intent was to move beyond compiling MSR information and provide a clearer evaluation of countywide efficiencies. She suggested that detailed agency information could be placed in an appendix, with a shorter, more analytical front section focused on holistic, countywide recommendations.

Commissioner Hilliard agreed that a more detailed executive summary would be helpful. She emphasized the importance of explaining MWPA, noting it as a successful model of interagency cooperation focused on prevention.

Commissioner Burdo stated that the report would benefit from a concluding section to synthesize key themes and considerations. He cautioned against formal recommendations that could create the appearance of bias in the future but supported including a neutral conclusion outlining issues and questions for fire agencies to consider.

Commissioner Chu commended the report as comprehensive and stated that while it effectively presents the “what” and the “now what,” it would benefit from additional analysis addressing the broader implications, or the “so what”.

Alternate Commissioner Smith commended the report and stated that it should serve as more than a reference document, suggesting it could function as a call to action.

EO Fried stated that staff would incorporate the Commission’s requested additions and identify three potential areas for expansion. He noted that adding an MWPA section was feasible, cautioned that expanded discussion of paramedic services would require jurisdictional and expertise considerations, and advised broad prescriptive recommendations on the number of fire agencies. He emphasized maintaining constructive relationships with fire agencies and recommended a measured approach to analysis to avoid undermining ongoing collaboration.

Commissioners discussed potential refinements to the Fire Services Special Study, emphasizing the value of a more robust executive summary, additional visual summary graphics, and clearer contextual discussion of the MWPA. Several Commissioners supported framing the study to highlight different governance and service models without issuing prescriptive recommendations, noting a balanced, incentive-based, and collaborative approach.

EO Fried stated that staff could incorporate these concepts while maintaining the report as a single document, with clearer identification of new or revised sections to reduce re-review of unchanged material. Commissioners expressed agreement with a flexible schedule and supported reissuing the draft to include the Novato Fire Protection District before further substantive revisions.

Chair Coler opened public comment. Seeing no one wishing to speak, public comment was closed.

5. Approval of a Two-Year Contract with MacLeod Watts for future GASB 75 Reports.

The Executive Officer recommended approval of a two-year contract for preparation of the GASB 75 OPEB report, noting satisfactory prior performance and responsiveness. He reported that the proposed contract reflects a 6% increase over two years, consistent with general cost-of-living adjustments, and utilizes a BBK approved template.

Chair Coler opened public comment. Seeing no one wishing to speak, public comment was closed.

Approved: M/S by Commissioners Rodoni and Lucan to approve the consent calendar.

Ayes: Commissioners Burdo, Lucan, Chu, Coler, Rodoni, Hilliard, and Kious

Nays:

Abstain:

Absent: Murray

Motion: Approved unanimously

6. Update on CALAFCO Related Matters and Selection of Voting Delegate to Special CALAFCO Membership Meeting in February.

EO Fried gave the staff report and stated that he, Chair Coler, and Commissioner Murray attended the annual CALAFCO conference. He noted that the conference was successful and well-managed. He continued that work on the proposed regional restructuring is nearing completion and is in the final stages of approval. A full presentation on the proposed restructuring and regional framework will be at the February meeting in advance of the CALAFCO membership vote. EO Fried recommended appointing staff as voting delegates.

Chair Coler expressed support for appointing the EO as the voting delegate, with the DEO serving as alternate.

Interim CALAFCO EO Jose Enriquez attended and thanked the Commission, and commended the EO for his work on the Restructuring Committee.

Chair Coler opened public comment. Seeing no one wishing to speak, public comment was closed.

Approved: M/S by Commissioners Coler and Hilliard to appoint the EO Fried as a voting delegate and the DEO Batchelder-Seibel as the alternate

Ayes: Commissioners Farac, Lucan, Chu, Coler, Rodoni, Hilliard, and Kious

Nays:

Abstain:

Absent: Murray

Motion: Approved unanimously

EXECUTIVE OFFICER REPORT

a) Budget Update FY 2025-2026

The Executive Officer reported that prior accounting errors have been corrected and that LAFCo is currently under budget, though lower application activity may reduce the carry-forward balance

b) Current and Pending Proposal

He reported that one application is under review.

c) Marin LAFCo Workplan

The EO reported that he provided a presentation to the Marin Coalition on LAFCo's role and operations.

COMMISSIONER ANNOUNCEMENTS AND REQUESTS

Chair Coler opened announcements and requests.

Chair Coler adjourned the meeting at 8:20

ADJOURNMENT TO NEXT MEETING

February 12th, 2026, at 6:30 P.M. | Marin Wildfire Prevention Authority

Attest: Claire Devereux
 Clerk/Jr. Policy Analyst