



Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

NOTICE OF BUDGET COMMITTEE MEETING MINUTES

Marin Local Agency Formation Commission

Wednesday, March 15, 2023, 1:00 PM

CALL TO ORDER

Executive Officer Fried called the meeting to order at 1:00 P.M.

ROLL CALL BY COMMISSION CLERK

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

Commissioners Present:	Tod Moody Dennis Rodoni Stephen Burke
Alternate Commissioners Present:	N/A
Marin LAFCo Staff Present:	Jason Fried, Executive Officer Jeren Seibel, Deputy Executive Officer
Marin LAFCo Counsel Present:	None
Commissioners Absent:	N/A
Alternate Members Absent:	N/A

SELECTION OF CHAIR

Commissioner Burke nominated Commissioner Rodoni to be Chair.

Approved: M/S by Commissioners Burke and Moody to approve Dennis Rodoni as Chair

Ayes: Commissioners Moody, Burke

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

PUBLIC OPEN TIME

Chair Rodoni opened the public open time period. Seeing no comment, the Chair closed public open time.

BUSINESS ITEMS

1. Approval of March 24, 2022 Meeting Minutes

There were no comments or discussion from the Committee members, no members of the public wished to comment either.

Approved: M/S by Commissioners Burke and Moody to approve the minutes.

Ayes: Commissioners Rodoni, Burke, Moody

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

2. Review and Approval of Proposed Budget for Fiscal Year 2023-24

EO Fried made introductory comments and gave a high-level review of the proposed budget. EO Fried mentioned that he wanted the Committee's input on COLA increase and specifically requested from Commissioner Rodoni if he knew exactly what percentage the County had negotiated for the coming year. Commissioner Rodoni stated that he was fairly certain it was a 3% increase but that he would get confirmation and let EO Fried know. Committee members agreed to recommend to the full Commission that a COLA increase for staff should match whatever the County had agreed upon in its negotiations.

EO Fried pointed out changes to the two-line items due to Marin LAFCo removing itself from the agreement with MGSA and entering into an agreement with a private firm for GIS Mapping.

EO Fried also explained to the Committee that the current office lease was ending soon and after doing his due diligence on whether to move to a smaller space elsewhere that the best deal for Marin LAFCo was to continue in the same office with a 5-year lease renewal.

There were no other comments or discussion from the Committee members, no members of the public wished to comment either.

Approved: M/S by Commissioners Moody and Burke to approve the draft budget as proposed with the standpoints taken by the committee members, as summarized above.

Ayes: Commissioners Rodoni, Moody, and Burke

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

3. Review and Approval of Work Plan for Fiscal Year 2022-23

EO Fried introduced this item, highlighting items of note for the Committee members and also noting that he has done some clean up on the items on the list. He noted that if there was anything the committee members felt was missing or that they wanted added to let EO Fried know.

EO Fried pointed out the following additions to the upcoming work plan: Southern Marin Wastewater MSR, Multiple Region Services MSR, Dillon Beach Village Sewer, Central Marin Wastewater MSR, Next full round of MSR, City of Sausalito merger into Sausalito-Marín City SD, Flood Zone 10 boundaries and responsibilities, Flood Zone 3 responsibilities, Marin RCD boundaries, and Stinson Beach Fire District boundaries.

EO Fried went on to outline that there are items on the work plan that are lower priority that staff is working on as time allows and that with current staffing levels being lower with the absence of a Clerk/Jr. Analyst, fringe items such as the Fire Study are being worked on as time allows. EO Fried asked the Committee if the Fire Study was something that they felt held enough value to be continued with so many moving parts currently within the fire

agencies in Marin County. The members of the Committee agreed that while not a high priority, the study should be kept in the work plan for future efforts.

Approved: M/S by Commissioners Burke and Boody recommend the proposed work plan to the full Commission.

Ayes: Commissioners Burke, Moody, Rodoni

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

4. Review and Approval of Fee Schedule

EO Fried introduced this item, explaining that the last review of the fee schedule was in 2021 so a review at this time was warranted. He outlined that some minor changes being made due to certain items that the Deputy Executive Officer position was spending more time working on, which means less EO time being charged for those actions.

Commissioner Burke asked if staff was tracking hours spent on different work items. EO fried explained that staff does not employ the practice of hours tracking on specific work tasks.

Approved: M/S by Commissioners Burke and Moody to recommend the Fee Schedule to the full Commission after updating staff salaries post reviews.

Ayes: Commissioners Burke, Rodoni, Moody

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

COMMISSIONER ANNOUNCEMENTS AND REQUESTS

Commissioner Rodoni adjourned the meeting at 1:39 P.M.

ADJOURNMENT TO NEXT MEETING

Time TBD | Location TBD

Attest: Jeren Seibel
 Deputy Executive Officer

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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