



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 13, 2018

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

CALL TO ORDER

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

ROLL CALL BY INTERIM COMMISSION CLERK

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

Regular Members Present: Sashi McEntee, Chair
Craig K. Murray, Vice Chair
Jack Baker
Matt Brown (seated for Bailey)
Damon Connolly (arrived at 7:08 pm)
Dennis J. Rodoni
Chris Skelton (seated due to vacant seat)

Alternate(s) Present: Lew Kious

Regular Members Absent: Sloan Bailey

Alternate(s) Absent: Judy Arnold

Counsel Present: Mala Subramanian

Staff Present: Jason Fried, Interim Executive Officer
Veda Florez, Interim Commission Clerk

AGENDA REVIEW

Chair McEntee moved by consensus to accept the agenda as presented.

PUBLIC OPEN TIME

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

CLOSED SESSION

The Commission adjourned to closed session at 7:07 pm.

- PUBLIC EMPLOYMENT – The Commission met for discussion of the Commission Clerk’s position pursuant to Government Code section 54957.

The Commission reconvened to open session at 7:45 pm.

There was no action to report.

CONSENT CALENDAR ITEMS

Item #1 was pulled from the Consent Calendar.

1. Approval of Minutes for October 11, 2018 Regular Meeting

Commissioner Baker and Chair McEntee noted several corrections to the October draft minutes. The Interim Executive Officer (IEO) suggested the Commissioners submit any requested changes in writing. It was agreed by the Commission members to postpone the consideration of approval until the February 2019 meeting.

2. Commission Ratification of Payments from October 1, 2018 through November 30, 2018.

Approved: M/S by Commissioners Baker and Murray to accept consent calendar item #2.

Ayes: Commissioners McEntee, Murray, Baker, Brown, Connolly, Rodoni, Skelton

Nays: None

Abstain: None

Motion approved unanimously.

BUSINESS ITEMS

3. Hearing on Application #1338 – 610 Calle De La Mesa detachment from City of Novato

IEO Fried presented an overview of Application #1338 for consideration of approval.

Chair McEntee opened the public hearing.

Marcella Tate noted that she represented the property owner (Janice Tate) and then responded to questions from the Commission.

Chair McEntee closed the public hearing.

It was agreed by the Commission to amend the resolution conditions to include an agreement that prohibits the homeowner from opposing any future annexations of the island they live within to the City of Novato.

Approved: M/S by Commissioners Rodoni and Connolly to follow staff's recommendation to approve the requested detachment including amendments to Resolution 18-05.

Ayes: Commissioners McEntee, Murray, Baker, Brown, Connolly, Rodoni, Skelton

Nays: None:

Abstain: None

Motion passed unanimously.

4. Informational Hearing on Application #1339 - 516 E. Hospital Drive annexation into Novato Sanitary District

IEO Fried informed the Commission that Marin LAFCo received an application for a 3.41-acre parcel (formerly part of the Hamilton Air Force Base Hospital) for annexation to the Novato Sanitary District.

5. Informational Hearing on Application #1340 - 28 Teaberry Lane Annexation into Sanitary District #5

IEO Fried informed the Commission that Marin LAFCo received an application to annex a new development located on Teaberry Lane to Sanitary District #5 (Tiburon).

6. Request for Time Extension on Application #1324 – 1501 Lucas Valley Road to MMWD

IEO Fried reported the property owners of 1501 Lucas Valley Road requested an extension of time for application #1324.

Chair McEntee opened the item for public comment.

Applicant Cassandra Hatch explained the history of the application and reiterated that the request for the time extension was to allow MMWD to approve the final agreement at their January 2019 board meeting..

Chair McEntee closed the public comment period.

Approved: M/S by Commissioners Connolly and Brown to approve the time extension on application #1324.

Ayes: Commissioners McEntee, Murray, Baker, Brown, Connolly, Rodoni, Skelton

Nays: None

Abstain: None

Motion passed unanimously.

7. Approval of Executive Officer Employment Agreement

Counsel Subramanian recommended approval of the Executive Officer employment agreement.

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

Approved: M/S by Commissioners Connolly and Rodoni to adopt the employment agreement with Jason Fried as the new Executive Officer effective January 2, 2019.

Ayes: Commissioners McEntee, Murray, Baker, Brown, Connolly, Rodoni, Skelton

Nays: None:

Abstain: None

Motion passed unanimously.

8. Planwest Partners, Inc. Professional Services Agreement Related to MSR Services

Counsel Subramanian reported on the agreement with Planwest Partners for the San Rafael and Novato area MSRs.

Chair McEntee opened the public comment and, hearing none, the chair closed the public comment period.

Approved: M/S by Commissioners Baker and Murray to approve the agreement with Planwest Partners for the San Rafael and Novato area MSRs.

Ayes: Commissioners McEntee, Murray, Baker, Brown, Connolly, Rodoni, Skelton

Nays: None

Abstain: None

Motion passed unanimously.

9. Budget and Work Plan Committee Report

IEO Fried noted the Budget Committee elected Dennis Rodoni as Chair of the committee and Sashi McEntee Vice Chair. Committee Chair Rodoni stated that the committee agreed with the recommendations of staff. IEO then summarized the written staff report.

Commissioner Baker asked that committee members be listed in committee staff reports.

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

Approved: M/S by Commissioners Baker and Skelton to accept the Budget Committee recommendation to adjust the Marin LAFCo budget.

Ayes: Commissioners McEntee, Murray, Baker, Brown, Connolly, Rodoni, Skelton

Nays: None

Abstain: None

Motion passed unanimously.

10. Legislative Committee Report

IEO Fried noted the Legislative Committee elected Jack Baker as Chair of the committee and Lew Kious as Vice Chair. IEO Fried proposed that the Commission authorize the Legislative Committee to write a new policy to act on legislation without the need to receive a full Commission approval before responding. This new policy would then be brought back to the full Commission for approval before being implemented.

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

Approved: M/S by Commissioners Skelton and Brown to approve staff recommendation to give authority to the Legislative Committee to draft policies and procedures to approach the legislative process in Sacramento. After Committee approval, changes would be presented to the the full Commission for review and possible approval.

Ayes: Commissioners McEntee, Murray, Brown, Connolly, Rodoni, Skelton

Nays: None

Abstain: Baker

Motion passed by majority.

11. Policy and Personnel Report

IEO Fried noted the Policy and Personnel committee elected Sashi McEntee as Chair of the Committee and Damon Connolly as Vice Chair. IEO Fried reported that the committee was reviewing the handbook and will report to the Commission any updates at a future meeting.

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

12. Public/Technical Information Committee Report

IEO Fried noted the Public/Technical Information (PTI) Committee elected Lew Kious as Chair of the committee and Matt Brown as Vice Chair. The Public/Technical Information Committee Chair Kious pointed out the need for changes to the current website platform.

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

Approved: M/S by Commissioners Skelton and Brown for staff to write an RFQ for website development options and give authorization to the PTI to approve and issue the RFQ.

Ayes: Commissioners McEntee, Murray, Baker, Brown, Connolly, Rodoni, Skelton

Nays: None

Abstain: None

Motion passed unanimously.

13. Approval of Marin LAFCo meeting schedule for 2019

Approved: M/S by Commissioners Murray and Baker to approve the 2019 meeting schedule, including the possible addition of a special hearing for the MSRs.

Ayes: Commissioners McEntee, Murray, Baker, Brown, Connolly, Rodoni, Skelton

Nays: None

Abstain: None

Motion passed unanimously.

EXECUTIVE OFFICER REPORT (discussion and possible action)

- A. Budget Update FY 2018-2019
Budget is on track.
- B. Current and Pending Proposals
Active File #1335 and File #1328 has been deemed closed.
- C. Update on MSR(s)
Will share drafts throughout the process.
- D. Public Seat Application Update
Is currently open with applications due Friday, January 4, 2019.
- E. Special Districts Election to LAFCo Seats Update
Nomination forms were sent certified mail to all the special districts.
- F. Central Marin Fire JPA Request
The new fire district JPA was approved by staff and will go into effect February 1, 2019.
- G. Correspondence and Marin LAFCo News
Staff will include pertinent articles and correspondences in the agenda packets.

COMMISSIONER ANNOUNCEMENTS AND REQUESTS

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

Approved: M/S by Commissioners Baker and Brown to adjourn the meeting.

Ayes: Commissioners McEntee, Murray, Baker, Brown, Connolly, Rodoni, Skelton

Nays: None

Abstain: None

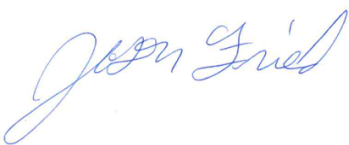
Motion passed unanimously.

Chair McEntee adjourned the meeting at 9:05 pm.

ADJOURNMENT TO NEXT MEETING

Thursday, February 14, 2019 | 7:00 pm

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



Attest: Jason Fried
Interim 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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