



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, October 20th, 2024

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
Eric Lucan
Craig Murray
Larry Chu

Alternate Commissioners Present:

Cathryn Hilliard (as a voting member)

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:

Lew Kious

Alternate Members Absent:

Roger Smith
Stephanie Moulton-Peters

AGENDA REVIEW

No comments or changes were made to the agenda.

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

CLOSED SESSION

Conference with Labor Negotiators (Gov. Code 54957.6)
Agency Designated Representative: Jason Fried, Executive Officer
Unrepresented employees: Deputy Executive Officer

PUBLIC OPEN TIME

Chair Coler opened the public open time. Hearing no request to speak, the Chair closed the public open time.

CONSENT CALENDAR ITEMS

1. Approval of Minutes for October 10, 2024, Regular Meeting
2. Commission Ratification of Payments from October 1, 2024, to November 30, 2024

Approved: M/S by Commissioners Murray and Lucan to approve consent calendar items

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

Nays:

Abstain:

Absent:

Motion approved unanimously.

BUSINESS ITEMS

3. Discussion and Possible Changes to Personnel Handbook

Commissioner Chu presented topics discussed at the personnel committee meeting.

Chair Coler asked the commission if there were any questions or comments for Commissioner Chu or EO Fried.

Chair Coler expressed gratitude to committee members, staff, and Laura Fowler with BBK on the work done during the meeting and on the handbook.

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

Approved: M/S by Commissioners Hilliard and Burdo to approve changes made to the personnel handbook.

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

Nays:

Abstain:

Absent:

Motion:

4. Discussion on Future Municipal Service Review and Sphere of Influence Study Format

DEO Seibel presented the staff Report.

Commissioner Murray asked if there are some other ways to figure out population counts for unincorporated areas if census data cannot be used.

DEO Seibel stated that first census block groups will be used, and closest estimations are used around the state. An exact number will not be used if it is not available.

Chair Coler stated she likes the new work plan, especially with the separation of CSA's and Flood Control Districts.

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

Approved: M/S by Commissioners Hilliard and Burdo to approve future Municipal Service Review and Sphere of Influence Format

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

Nays:

Abstain:

Absent:

Motion approved unanimously.

5. Shared Cost Agreement between Marin LAFCo, Tiburon Fire Protection District and the City of Belvedere and issuance of RFP on financial feasibility and impacts of possible annexation of Belvedere into the District

EO Fried Presented on the Staff Report

Chair Coler opened it up to the commission.

Commissioner Murray stated he saw we are the lead agency and inquired if that would change at any point.

EO Fried stated once we receive the report back conversations between the agencies will ensue and discussions of financial responsibilities will begin with Fried leading the process with the two agencies driving the discussion.

Commissioner Murray inquired on financial feasibility and outcomes.

EO Fried stated that is what the consultant will provide, and that the City has no assets and already contracts with Tiburon Fire so in those regards it is different to past consolidations and simpler.

Commissioner Hilliard stated this is a great start and mentioned the contract between Tiburon Fire Protection District Department and Marin County Fire.

Commissioner Chu inquired about any financial ramifications for Marin LAFCo since we are the lead agency.

EO Fried stated that based on the contract there will be no financial ramifications for Marin LAFCo.

Vice-Chair Rodoni inquired if there is reimbursement for staff time.

EO Fried stated no because they are a member agency and a recommendation was made in the MSR to take this type of action, so in that regard, we will not charge.

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

Approved: M/S by Commissioners Chu and Murray to approve the Executive Officer to sign the shared cost agreement and authorize issuance of RFP on financial feasibility and impacts of annexation of Belvedere into the District

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

Nays:

Abstain:

Absent:

Motion approved unanimously.

6. Discussion and Possible Addition to LAFCo Work Plan on Possible Need to Update Government Code 66412(d) as it Pertains to Lot Line Adjustments That Cross Jurisdictional Boundaries to include LAFCo coordination.

EO Fried gave the Staff Report

Commissioner Murray stated Marin LAFCo has a long history of board members sitting on LAFCo and inquired if there will be any opposition.

EO Fried stated not much research has been done yet but does not see too much opposition.

Commissioner Lucan asked if we would be proactive or reactive.

EO Fried stated based on what gets placed something administrative would be good if not it would be based on jurisdiction or property owners.

Commissioner Lucan stated that if we are proactive to tread lightly with property owners who may not understand what LAFCo is.

EO Fried stated that legislation will come first and the “how to” after.

Chair Coler stated she wanted to see us working with other LAFCos but not have us lobbying in the capital.

EO Fried stated that it would be CALAFCo Lobbyists taking the lead.

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

Approved: M/S by Commissioners Murray and Chu to authorize the Addition to LAFCo Work Plan on Possible Need to Update Government Code 66412(d) as it Pertains to Lot Line Adjustments That Cross Jurisdictional Boundaries to include LAFCo coordination

Ayes: Coler, Chu, Murray, Lucan, Hilliard, Rodoni and Burdo

Nays:

Abstain:

Absent:

Motion approved unanimously.

EXECUTIVE OFFICER REPORT (discussion and possible action)

All items below had Staff Report presented by EO Fried.

- a) Budget Update FY 2024-2025`
- b) Current and Pending Proposals
- c) Marin LAFCo Workplan
- d) CALAFCO Update (Verbal Report)
- e) Correspondence

Chair Coler stated that credits were given for these two awards.

COMMISSIONER ANNOUNCEMENTS AND REQUESTS

Commissioner Murray stated that CSDA will be having a conference in San Rafael the first week of November.

Chair Coler adjourned the meeting at 8:10 P.M.

ADJOURNMENT TO NEXT MEETING

Thursday, December 12th, 2024

Marin Wildfire Prevention Authority Board Room

Claire Devereux

Attest: Claire Devereux
Clerk/Junior Analyst

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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Marin LAFCo

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