

MINUTES – MARIN LOCAL AGENCY FORMATION COMMISSION

On November 8, 2001, the regular meeting was held at the San Rafael Council Chambers, 1400 Fifth Avenue, San Rafael. Chairperson Blanchfield called the meeting to order at 7:15 p.m.

ROLL CALL

Commissioners Present: Mogens Bach
Jeffry Blanchfield
Judy Chapman
Barbara Heller
Cynthia Murray
Dennis J. Rodoni

Absent: John Kress

Alternate Commissioners
Present but not seated: Richard Rubin

Staff present: Peter Banning, Executive Officer
Dory Adams, Clerk to the Commission

Chairperson Blanchfield congratulated Commissioner Barbara Heller on her re-election to San Rafael City Council and Commissioner Pat Eklund on her re-election to Novato City Council.

1. **Public Comment** - None

CONSENT CALENDAR ITEM(S)

2. **Regular Meeting Minutes, October 11, 2001**
3. **Financial Report**
4. **Annexation of the Lands of Stone to Novato Sanitary District (File #1209)**

M/S Chapman – Heller for approval of the consent calendar.

Approved unanimously.

CONTINUED PUBLIC HEARING(S)

5. Policies, Procedures and Guidelines

Commissioner Chapman as Chair to the Policy Subcommittee recommended that the Policies, Procedures and Guidelines (PP&Gs) be continued another month for comments. She commended Executive Officer Banning on his summary of the draft PP&Gs as completed thus far.

Executive Officer Banning stated the draft before the Commission represents about three-fourths of the eventual document. The most recent addition to the draft consisted predominantly of personnel policies which had been reviewed by the Commission's regular legal counsel and by special counsel Linda Tripoli who has expertise in personnel policies. Mr. Banning pointed out the more significant policy questions identified in the text.

Mr. Banning explained how recent passage of AB948 (Kelley) affected the existing rules and regulations. He suggested that the Commission rescind the existing rules and regulations and substitute instead a brief reference to correlate with AB948. This action could coincide with the overall adoption of the PP&Gs.

Commissioner Rodoni asked for text to be added to the PP&Gs which describes selection procedures for the County and City members. The Commission does not have authority over those procedures, but Commission members stated that having a description available for public information, perhaps as an addendum, would be helpful.

Commissioner Rodoni also requested that a description of how the draft budget would be distributed be added to the PP&Gs. Commissioner Murray questioned whether the 30-day interval to receive comments after distribution of the draft budget is adequate. The Commission discussed budget trends and that the Marin LAFCO budget would be affected by decisions made at the Strategic Planning Workshop in January.

COMMISSIONERS' REPORTS

Commissioner Rodoni described the CALAFCO Fall Conference held October 31st – November 2nd. He stated that the main points of the conference involved LAFCO funding and that there was also discussion on how service reviews will develop over the next few years.

Mr. Rodoni also commented that the Special Districts Association had decided to form a committee to look at alternatives to the current method of LAFCO funding. This committee also planned to work with LAFCO on other special district issues. In answer to a question from the Chair, Mr. Rodoni agreed that the committee would be corresponding with the Commission through the LAFCO Special District Members.

EXECUTIVE OFFICER'S REPORT**6. Progress Report**

The Executive Officer reported on the following items:

- a) At the CALAFCO Fall Conference, the guidelines for service reviews were discussed extensively, but the discussion was not particularly productive. Marin LAFCO seemed to be the only commission moving forward with the service reviews. Mr. Banning stated the Novato area service reviews and SOI study were near completion; a different process would be used for the next reviews and study in southern Marin.
- b) Marin LAFCO had received correspondence from Sharon Valentino that Chief Terry Kildow is retiring. Chief Kildow was instrumental in the consolidation of districts which became Southern Marin FPD. The Commission directed staff to draft a letter of commendation for the Chairperson's signature.
- c) Mr. Banning stated the Novato area SOI and service review were near completion, lacking only some final map corrections and housing/land use data. Upon completion, the draft study would be given to the SOI Subcommittee for their direction.
- d) Commissioner Bach had introduced Jeff Slavitz of Tiburon Town Council as a potential appointee to LAFCO. The Commission had also received a letter from Mayor Cliff Waldeck of Mill Valley indicating interest. MCCMC would be making a selection for a member to replace Commissioner Bach.
- e) The office was receiving an increase in applications, but processes were being slowed by the need for coordination between Marin LAFCO staff, County Mapping staff and the engineers representing the applicants. Mr. Banning stated he intended to organized a meeting of all three parties. Alternatives were being reviewed for map checking resources. In response to a Commissioner question regarding cost, he noted that funds were allocated for map checking but those funds would be exceeded because of increased charges for map review by the County Department of Public Works. For this reason, LAFCO fees now included direct cost charges for time and materials for map checking.

ADJOURNMENT

M/S Heller – Bach to adjourn.

Approved unanimously.

The meeting was adjourned at 7:55 p.m. The next regular LAFCO meeting was scheduled for Thursday, December 13, 2001.

Respectfully submitted,

PETER V. BANNING, Executive Officer

ATTEST:

JEFFRY BLANCHFIELD, Chairperson