
BOARD MEETING AGENDA

DATE: September 9, 2021
TIME: 10:00 a.m.
PLACE: This meeting will be held remotely, and the public is invited to attend online or via phone. Join via computer on Zoom at:

<https://us02web.zoom.us/j/83593548335>

If your computer does not have a microphone or speakers, you may need to call in. Dial (669) 900-6833 or (346) 248-7799 and enter ID: [83593548335](https://us02web.zoom.us/j/83593548335)

Coronavirus (COVID-19) Advisory Notice

In compliance with local and state shelter-in-place orders, and as allowed by Executive Order N-29-20 (March 17, 2020), the MGSA will not offer an in-person meeting location for the public to attend this meeting. Members of the Board and staff may participate in this meeting via teleconference. Members of the public are encouraged to participate remotely as identified above.

How to Provide Comment

Before the meeting: Email or text your comments to Executive Officer Michael Frank at mfrank@marinipas.org no later than 4:00 P.M. on the Wednesday prior to the meeting, and they will be forwarded to the MGSA Board and included in the public record. Please be sure to indicate the agenda item you are addressing.

During the meeting: Email or text your comments during the meeting to Executive Officer Michael Frank at mfrank@marinipas.org indicating the agenda item in your email subject line. Comments must be received before the President announces that the time for public comment on that agenda item is closed. Email comments submitted during the meeting will be read into the record (not to exceed three minutes).



September 9, 2021 MGSA Board Meeting Agenda

- A. **Report from Executive Officer (Frank)**
- B. **Public Comment**
Anyone wishing to address the Board on matters not on the posted agenda may do so. Each speaker is limited to two minutes. As these items are not on the posted agenda, the Executive Officer and members of the Board may only respond briefly but topics may be agendized and taken up at a future meeting. Public input will be taken as part of each agendized item.
- C. **Approve Minutes of August 5, 2021 and August 11, 2021 Special Meetings (All)**
- D. **Marin Climate and Energy Partnership (MCEP) Reserve Policy Change, Budget Amendment, and Professional Services Agreement with Sustainable Marin (O'Rourke)**
- E. **Adjournment**

NEXT SCHEDULED MEETING: November 18, 2021

NOTE: 1) A complete copy of the agenda packet is available on MGSA's website at <http://maringeneralservicesauthority.com>; 2) Subscribe to receive all future meeting agendas at MGSA's website home page.



900 Fifth Avenue, Suite 100
 San Rafael, CA 94901
 415.446.4428
 maringsa.com

BOARD MINUTES FOR MEETING OF AUGUST 05, 2021

As a result of the COVID-19 pandemic, the Board Meeting came to order on-line in compliance with orders, as allowed by Executive Order N-29-20 (March 17, 2020). The meeting started at 10:02 a.m.

MGSA Board Members Attending: President Greg Chanis, Vice President Andy Poster, and Members Chris Blunk and Craig Middleton were present. Members Cristine Alilovich, Adam McGill, and Angela Nicholson were absent.

Program Contractors Attending: Executive Officer Michael Frank, General Counsel Dave Byers, and MCSTOPPP Program Manager Rob Carson.

A. Report from Executive Officer

The Executive Officer reported on activities since the last meeting. In particular, he mentioned:

- Administration
 - Engagement of a new MGSA Financial Statement Auditor, R.J. Ricciardi in San Rafael and a significant reduction of audit costs
 - Had a meeting with Javier Trujillo of the County regarding MIDAS and MarinMap
 - Communicated that County IT has convened an internet security group of all the jurisdictions
- Taxi Program
 - Mentioned ongoing discussions regarding enforcement; Currently have 15 companies and 28 vehicles vs. 25 companies and 64 vehicles the prior year. Discussions are occurring with Program Coordinator about the need for late penalties.
- Telecommunications
 - There are 12 AT&T pole reservations, all in Novato. Working with DC Electric/Bob Brown/AT&T to monitor process. No application submitted for permits to Novato.
- Digital Marin County-wide Strategic Broadband Planning Effort
 - The Team is working on finalizing the Needs Assessment Report. I am providing feedback and input. I have also agreed to be on the Technical Committee.

B. Public Comment

There was one public comment by Kevin Carroll via email which was read by the Executive Officer.

C. Approve Minutes of May 13, 2021 Regular Meeting

Motion by Middleton seconded by Blunk to approve the minutes. Motion was approved 4 – 0 – 3 with Alilovich, McGill, and Nicholson absent.

D. Office of the District Attorney’s Mediation Program Report Transmittal

Report received. Board Member Blunk requested information about their baseline outreach efforts to get the word out about the program. Executive Officer to research and provide information to the Board. No action taken.

E. MCSTOPPP Amendment to Joint Exercise of Powers Agreement (JEPA)

Item pulled from the agenda to be re-agendized at some point in the future.

CLOSED SESSION

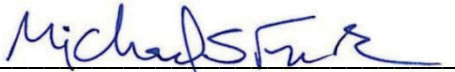
F. CLOSED SESSION, CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION, Significant exposure to litigation pursuant to Paragraph (2) of Government Code Section 54956.9: (One potential case)

END OF CLOSED SESSION AND REPORT OUT

No action reported out of Closed Session.

G. Adjournment

The meeting adjourned at 10:55 a.m.


Michael S. Frank, Executive Officer

PUBLIC COMMENT

-----Original Message-----

From: kevin_carroll
<sausalitocab@gmail.com> Sent: Thursday,
August 5, 2021 9:00 AM

To: Michael Frank
<mfrank@marinjpas.org> Subject:
Public Comment 08/05/21 Meeting

Dear Mr. Frank and Board Members

Due to a customers medical emergency I am unable to attend todays board meeting.

In his 07/08/2021 letter to me Mr. Brown states that "authorization to file litigation would be a matter that would have to come before the MGSA Board".

He also indicates that he is not prepared to fine companies based on the evidence I have submitted.

I am requesting that you add to your September 9, 2021 meeting an agenda item to discuss all of the enforcement polices of the MGSA Taxi Regulations.

Thank you

Kevin Carroll
Sausalito Taxi



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BOARD MINUTES FOR SPECIAL MEETING OF AUGUST 11, 2021

As a result of the COVID-19 pandemic, the Board Meeting came to order on-line in compliance with orders, as allowed by Executive Order N-29-20 (March 17, 2020). The meeting started at **12:02** p.m.

MGSA Board Members Attending: President Greg Chanis, Members Chris Blunk, Adam McGill, and Angela Nicholson were present along with Alternate Sean Condry. Vice President Andy Poster and Members Cristine Alilovich and Craig Middleton were absent.

Program Contractors Attending: Executive Officer Michael Frank, General Counsel Dave Byers, and MCSTOPPP Manager Rob Carson.

A. Roll Call

B. MCSTOPPP Amendment to Joint Exercise of Powers Agreement (JEPA)

Motion made by Nicholson, seconded by McGill, to approve Resolution 2021-08, amending and restated the MCSTOPPP Joint Exercise of Powers Agreement (JEPA) and sending to the Marin County Flood Control and Water Conservation District Board of Supervisors for their consideration. Motion passed with Chanis, Alternate Condry, Blunk, McGill, and Nicholson voting in the affirmative. Alilovich and Middleton were absent.

C. Adjournment

The meeting adjourned at 12:06 p.m.

A handwritten signature in blue ink that reads "Michael S. Frank".

Michael S. Frank, Executive Officer



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MEMORANDUM

DATE: September 9, 2021

TO: MGSA Board of Directors

FROM: Michael Frank, Executive Officer
Christine O'Rourke, MCEP Sustainability Coordinator

SUBJECT: Marin Climate and Energy Partnership (MCEP) Reserve Policy Change, Budget Amendment, and Professional Services Agreement with Sustainable Marin

Recommendation

1. By motion, pass Resolution 2021-09 to authorize the Executive Officer to execute a professional services agreement with Sustainable Marin to conduct community outreach and education through its Resilient Neighborhoods (RN) program for the Marin Climate and Energy Partnership (MCEP) program; and
2. By motion, pass Resolution 2021-10 changing the reserve policy for the Marin Climate and Energy Partnership Program (MCEP); and
3. By motion, pass Resolution 2021-11 processing a Budget Amendment to the Fiscal Year 2021/22 MGSA Budget to fund Resilient Neighborhoods through 2021.

Discussion

One of MCEP's goals is to work collaboratively on programs that are contained in each member's Climate Action Plan and can be most effectively implemented jointly. Historically, MCEP has worked with Resilient Neighborhoods (<https://www.resilientneighborhoods.org/>), a local group operating under the umbrella of the nonprofit Sustainable Marin, to provide community outreach and education for its member jurisdictions. RN organizes and educates community-based climate action teams on strategies and resources available to improve home

energy efficiency, shift to renewable energy, reduce transportation emissions, conserve water, reduce waste, and build resiliency.

MGSA has an existing contract with Sustainable Marin for \$30,000 to provide outreach and education to MCEP jurisdictions through Resilient Neighborhoods (RN) from October 1, 2020, through September 30, 2021. MCEP has supported RN since 2015, providing \$20,000 in FY 15/16 and \$25,000 in FY 16/17 to partially fund an Outreach Associate's salary. In September 2017, MCEP secured a \$275,000 grant from the California Energy Commission to expand the RN program, train new coaches, and develop a marketing and outreach plan. This grant provided funding through October 2019. To date, RN has graduated 686 households and reduced more than 9 million pounds of carbon dioxide.

The MCEP Steering Committee has increasingly recognized the importance of the outreach work that Resilient Neighborhoods provides to Marin's climate action plans. The Steering Committee appointed a subcommittee to look at developing a short- and long-term funding plan for Resilient Neighborhoods. After a series of discussions, the Subcommittee and ultimately the Steering Committee, came up with and unanimously approved a short-term proposal for the Board's consideration which included a reserve policy change, a new contract with Sustainable Marin, and a Budget Amendment to the current year's budget.

There are various ideas for long-term funding being discussed by the MCEP. The group recognizes the need to bring any future proposal to the Marin Managers Association for their input and support.

MCEP Reserve Policy Change

The Marin General Services Authority maintains reserves, where appropriate, for its different programs. In 2018 the Authority went through a process to analyze and formalize the policies surrounding reserves. To determine reserve elements and levels, each program was evaluated based on its revenues and their volatility, any capital assets and their condition, access to other resources, and exposure to unanticipated expenditures.

MCEP's work is fully funded by members' dues and by various grants. The dues rarely change, and the Partnership annually prioritizes the work that they want to accomplish collectively over the upcoming year. Volatility risk is very low for both revenues and expenditures. The recommendation to keep a minimum of one year's dues in fund balance (currently \$37,500) is to: 1) have some resources if needed to pursue grant opportunities; 2) have matching funds for future grant opportunities; and 3) have monies in fund balance if there is a need to float the lag in reimbursement. The following fund balance policy was adopted:

Current Marin Climate and Energy Partnership Program Fund Balance Policy

Maintain a minimum of one year's Marin Climate and Energy Partnership (MCEP) annual dues in fund balance. Any use of fund balance allocated during the budget process will include a discussion about how to phase a return to the adopted policy in future years.

The recommended change to the policy is to reduce the fund balance policy from 12 months of dues to 9 months of dues (.75 of annual dues). For FY 2021/22, this change revises the amount in MCEP fund balance from \$37,500 to \$28,125 or a difference of \$9,375.

The recommendation is to use that excess funding of \$9,375 for the Resilient Neighborhoods Program.

Professional Services Agreement with Sustainable Marin (Resilient Neighborhood Program)

MCEP wishes to enter into a professional services agreement with Sustainable Marin for \$9,375 to continue RN outreach and education through December 31, 2021. MCEP is formulating a long-term funding proposal for RN that is designed to provide an ongoing revenue stream for the program beginning in 2022. The proposal will be vetted by the Marin Managers Association and then brought forward to the MGSA Board.

The draft professional services agreement with Sustainable Marin and draft resolution are attached to this staff report.

Budget Amendment

The MGSA Board is required to approve increases in Budgeted line items. Based on the discussion above about the change in MCEP reserve policy, staff is recommending that the Board authorize an increase in professional services of \$9,375 to be funded by fund balance. The attached resolution approves this adjustment.

Attachments

- D1 – Professional Services Agreement between MGSA and Sustainable Marin
- D2 – Resolution 2021-09 titled, “Professional Services Agreement with Sustainable Marin.”
- D3 – Resolution 2021-10 titled, “Marin Climate and Energy Partnership Reserve Policy Change.”
- D4 – Resolution 2021-11 titled, “Budget Amendment to FY 2021/22 MGSA General Fund Adopted Budget Resolution 2021-06.”



PROFESSIONAL SERVICES CONTRACT

**Marin Climate and Energy Partnership/
Resilient Neighborhoods Community Outreach and Education**

THIS AGREEMENT is made and entered into this ___ day of **September 2021**, by and between the **MARIN GENERAL SERVICES AUTHORITY**, hereinafter referred to as "Authority" and **Sustainable Marin**, hereinafter referred to as "Contractor."

RECITALS:

WHEREAS, Authority desires to retain Contractor to conduct community outreach and education for the local governments of the Marin Climate & Energy Partnership through its Resilient Neighborhoods program.

WHEREAS, Contractor warrants that he/she is qualified and competent to render the aforesaid services;

NOW, THEREFORE, for and in consideration of the agreement made, and the payments to be made by Authority, the parties agree to the following:

1. SCOPE OF SERVICES:

Contractor agrees to provide all of the services described in Exhibit "A," attached hereto and by this reference made a part hereof.

2. FEES:

The fees for furnishing services under this Contract shall be based on the rate schedule, which is attached hereto as Exhibit "A" and by this reference incorporated herein. Said fees shall remain in effect for the entire term of the contract. The term of this contract is through **December 31, 2021**.

3. MAXIMUM COST TO AUTHORITY:

In no event will the cost to Authority for the services to be provided herein exceed the maximum sum of **\$9,375**, including non-salary expenses.

4. PAYMENT:

The fees for services under this Contract shall be due as set forth in Exhibit "A" upon receipt by Authority of an invoice covering the service(s) rendered.

5. WORKER'S COMPENSATION:

The Contractor acknowledges that it is aware of the provisions of the Labor Code of the State of California which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that Code, and it certifies that it will comply with such provisions before commencing the performance of the work of this Contract. If Contractor has employees, a copy of the certificates evidencing such insurance shall be provided to Authority prior to commencement of work.

___By initialing in the space provided, Contractor warrants that no employees will be used in providing the services under this Contract.

6. INSURANCE:

Where the services to be provided under this Contract involve or require the use of any type of vehicle by Contractor in order to perform said services, Contractor shall provide comprehensive business or commercial automobile liability coverage including non-owned and hired automobile liability in the amount of \$300,000.00. Said policies shall remain in force through the life of this Contract and shall be payable on a "per occurrence" basis unless Authority specifically consents to a "claims made" basis. The insurer shall supply a certificate of insurance with endorsements signed by the insurer evidencing such insurance to Authority prior to commencement of work, and said certificate with endorsement shall provide for ten (10) day advance notice to Authority of any termination or reduction in coverage.

Failure to provide and maintain the insurance required by this contract will constitute a material breach of the agreement. In addition to any other available remedies, Authority may suspend payment to the Contractor for any services provided during any time that insurance was not in effect and until such time as the Contractor provides adequate evidence that Contractor has obtained the required coverage.

7. NONDISCRIMINATORY EMPLOYMENT:

Contractor and/or any permitted subcontractor shall not unlawfully discriminate against any individual based on race, color, religion, nationality, sex, sexual orientation, age or condition of disability. Contractor and/or any permitted subcontractor understands and agrees that Contractor and/or any permitted subcontractor is bound by and will comply with the nondiscrimination mandates of all Federal, State and local statutes, regulations and ordinances.

8. SUBCONTRACTING:

The Contractor shall not subcontract nor assign any portion of the work required by this Contract without prior written approval of the Authority except for any subcontract work identified herein.

9. ASSIGNMENT:

The rights, responsibilities and duties under this Contract are personal to the Contractor and may not be transferred or assigned without the express prior written consent of the Authority.

10. LICENSING AND PERMITS:

The Contractor shall maintain the appropriate licenses throughout the life of this Contract. Contractor shall also obtain any and all permits, which might be required by the work to be performed herein.

11. BOOKS OF RECORD AND AUDIT PROVISION:

Contractor shall maintain on a current basis complete books and records relating to this Contract. Such records shall include, but not be limited to, documents supporting all bids, all income and all expenditures. The books and records shall be original entry books with a general ledger itemizing all debits and credits for the work on this Contract. In addition, Contractor shall maintain detailed payroll records including all subsistence, travel and field expenses, and canceled checks, receipts and invoices for all items. These documents and records shall be retained for at least five years from the completion of this contract. Contractor will permit Authority to audit all books, accounts or records relating to this Contract or all books, accounts or records of any business entities controlled by Contractor who participated in this Contract in any way. Any audit may be conducted on Contractor's premises or, at Authority's option; Contractor shall provide all books and records within a maximum of fifteen (15) days upon receipt of written notice from Authority. Contractor shall refund any moneys erroneously charged. If Authority ascertains that it has been billed erroneously by Contractor for an amount equaling 5% or more of the original bid, Contractor shall be liable for the costs of the audit in addition to any other penalty to be imposed.

12. TIME OF AGREEMENT:

This Agreement shall commence on October 1, 2021 and shall continue on a month-to-month basis. Time is of the essence with respect to this Contract.

13. TITLE:

It is understood that all documents, information and reports concerning this project prepared by and/or submitted to the Contractor, shall be the property of the Authority. The Contractor may retain reproducible copies of drawings and copies of other documents. In the event of the termination of this Contract, for any reason whatever, Contractor shall promptly turn over all information, writing and documents to Authority without exception or reservation.

14. TERMINATION:

- A. If the Contractor fails to provide in any manner the services required under this Contract or otherwise fails to comply with the terms of this Contract or violates any ordinance, regulation or other law, which applies to its performance herein, the Authority may terminate this Contract by giving five (5) calendar days written notice to the party involved.
- B. The Contractor shall be excused for failure to perform services herein if such services are prevented by acts of God, strikes, labor disputes or other forces over which the Contractor has no control.
- C. Either party hereto may terminate this Contract for any reason by giving thirty (30) calendar days written notice to the other parties. Notice of termination shall be by written notice to the other parties and be sent by registered mail.
- D. In the event of termination not the fault of the Contractor, the Contractor shall be paid for services performed to the date of termination in accordance with the terms of this Contract.

15. RELATIONSHIP BETWEEN THE PARTIES:

It is expressly understood that in the performances of the services herein, the Contractor, and the agents and employees thereof, shall act in an independent capacity, as an independent contractor, and not as officers, employees or agents of the Authority. Contractor shall be solely responsible to pay all required taxes, including but not limited to, all withholding social security, and worker's compensation.

16. AMENDMENT:

This Contract may be amended or modified only by written agreement of all parties.

17. ASSIGNMENT OF PERSONNEL:

The Contractor shall not substitute any personnel for those specifically named in its proposal unless personnel with substantially equal or better qualifications and experience are provided, acceptable to Authority, as is evidenced in writing.

18. JURISDICTION AND VENUE:

This Contract shall be construed in accordance with the laws of the State of California and the parties hereto agree that venue shall be in Marin County, California.

19. INDEMNIFICATION:

Contractor agrees to indemnify, defend, and hold Authority harmless from any and all liabilities including, but not limited to, litigation costs and attorney's fees which it may incur as a consequence of this Contract and from any and all claims and losses to

anyone who may be injured or damaged by reason of Contractor's willful misconduct or negligent performance of this Contract.

20. COMPLIANCE WITH APPLICABLE LAWS:

The Contractor shall comply with any and all federal, state and local laws affecting the services covered by this Contract.

21. NOTICES:

This contract shall be managed and administered on Authority's behalf by the party set forth below. All invoices shall be submitted via email to the MCEP coordinator and approved by this party and all notices shall be emailed to mgsastaff@marinipas.org and given to Authority at the following location:

Executive Officer
Marin General Services Authority
900 Fifth Avenue, Suite 100
San Rafael, CA 94901

Notices shall be given to Contractor at the following address:

Wendi Kallins, President
Sustainable Marin
166 Greenwood Avenue
San Rafael, CA 94901

IN WITNESS WHEREOF, the parties hereunto have executed this Contract on the date first above written.

MARIN GENERAL SERVICES AUTHORITY:

By: _____
Michael S. Frank, Executive Officer

CONTRACTOR:

By: _____
Name: Wendi Kallins, President
Sustainable Marin
Federal Tax I.D.: 94-3308034
Telephone No.: 415-806-4101

Exhibit A: Scope of Work/Budget

- Strive to graduate 25 households between 10/1/21 and 12/31/21, with participation of households located in every jurisdiction.
- Reach out to new audiences as part of the Drawdown Marin Endorsed Solution CPR for the Planet, including older adults and Rotary Clubs.
- Update program materials to stay current with rebates and make them accessible to groups like income qualified participants.
- Complete and test the new applications to streamline data entry by staff and participants.
- Provide one quarterly report to the Marin Climate & Energy Partnership's steering committee on the progress of the outreach activities, number of teams graduating, and actions/pledges taken by program graduates.

Executive Director \$54/hr.

Special Projects Manager \$45/hr.

Communications and Outreach Associate \$35/hr.



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**PROFESSIONAL SERVICES AGREEMENT
WITH SUSTAINABLE MARIN**

RESOLUTION 2021-09

WHEREAS, the Marin Climate and Energy Partnership wishes to retain Resilient Neighborhoods, a program of the nonprofit Sustainable Marin, to conduct outreach and education activities to community members; and

WHEREAS, the MGSA and Sustainable Marin wish to execute a professional services agreement for \$9,375 to complete this work through December 31, 2021.

NOW THEREFORE, BE IT RESOLVED, that the MGSA Board of Directors authorizes the Executive Officer to execute a professional services contract with Sustainable Marin to conduct outreach and education activities through Resilient Neighborhoods for the Marin Climate and Energy Partnership in an amount not to exceed \$9,375.

Adopted this 9th day of September 2021.

Ayes: Alilovich, Blunk, Chanis, McGill, Middleton, Nicholson, Poster

Noes: Alilovich, Blunk, Chanis, McGill, Middleton, Nicholson, Poster

Absent: Alilovich, Blunk, Chanis, McGill, Middleton, Nicholson, Poster

Greg Chanis, MGSA Board President

Attested By:

Michael S. Frank, Executive Officer



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MARIN CLIMATE AND ENERGY PARTNERSHIP (MCEP) RESERVE POLICY CHANGE

RESOLUTION 2021-10

WHEREAS, the Marin General Services Authority must adopt an annual spending plan for its operating budget; and

WHEREAS, during such budget planning decisions must be made regarding appropriate program and fund balance levels; and

WHEREAS, recommended best financial practices include setting fund balance policies; and

WHEREAS, the MGSA Board of Directors reviewed and considered draft policies on May 9, 2019; and

WHEREAS, MGSA's financials include Marin Climate and Energy Partnership (MCEP) as an area appropriate for a fund balance policy.

NOW THEREFORE, BE IT RESOLVED, that the Marin General Services Authority hereby adopts the policy as set forth in the attached Exhibit A.

Adopted this 9th day of September 2021.

Ayes: Alilovich, Blunk, Chanis, McGill, Middleton, Nicholson, Poster
Noes: Alilovich, Blunk, Chanis, McGill, Middleton, Nicholson, Poster
Absent: Alilovich, Blunk, Chanis, McGill, Middleton, Nicholson, Poster

Greg Chanis, MGSA Board President

Attested By:

Michael S. Frank, Executive Officer

Resolution 2021-10

Exhibit A

Marin Climate and Energy Partnership Program Fund Balance Policy

Maintain a minimum fund balance of 75% of one year's Marin Climate and Energy Partnership (MCEP) annual dues. Any use of fund balance allocated during the budget process will include a discussion about how to phase a return to the adopted policy in future years.

DRAFT



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**MARIN GENERAL SERVICES AUTHORITY (MGSA)
BUDGET AMENDMENT TO FY 2021/22
MGSA GENERAL FUND ADOPTED BUDGET RESOLUTION 2021-06**

RESOLUTION 2021-11

WHEREAS, the Marin General Services Authority must adopt an annual spending plan for the General Fund, including for the Marin Climate and Energy Partnership (MCEP); and

WHEREAS, on May 13, 2021, the MGSA Board of Directors adopted the FY 2021-22 MGSA Annual Budget; and

WHEREAS, on September 9, 2021 the MGSA Board of Directors considered an amendment to the FY 21/22 MCEP Budget wherein the budget for Contract Services line item was proposed to be increased by \$9,375 and would come out of fund balance.

NOW THEREFORE, BE IT RESOLVED, that the Marin General Services Authority hereby adopts an amendment to its MCEP General Fund Budget for Fiscal Year 2021/22 as shown in the attached Exhibit A.

Adopted this 9th day of September 2021.

Ayes: Alilovich, Blunk, Chanis, McGill, Middleton, Nicholson, Poster

Noes: Alilovich, Blunk, Chanis, McGill, Middleton, Nicholson, Poster

Absent: Alilovich, Blunk, Chanis, McGill, Middleton, Nicholson, Poster

Greg Chanis, MGSA Board President

Attested By:

Michael S. Frank, Executive Officer

Resolution 2021-11**Exhibit A****MGSA General Fund – Munis Object Code for MCEP Program: 80198642**

| G/L | | FY 2016/17 Adopted Bud | Change | FY 2016/17 Revised Bud |
|------------|---|-----------------------------------|---------------|-----------------------------------|
| 522510 | Professional Services | \$96,661 | + \$9,375 | \$106,036 |
| | MCEP General Budgeted Year- End Fund Balance | \$37,500 | - \$9,375 | \$28,125 |

DRAFT