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**BOARD MEETING AGENDA**

**DATE:** November 14, 2024

**TIME:** 10:00 a.m.

**PLACE:** This meeting will be held in person at 900 Fifth Avenue, Suite 100, San Rafael.

**How to Provide Comment**

Members of the public may submit public comment by:

1. Emailing [amcgill@marinjpas.org](mailto:amcgill@marinjpas.org) the day before the meeting.
2. Attending the meeting and speaking during public comment periods.

**A. Report from Executive Officer (McGill)**

**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 the Board may only respond briefly. Public input will be taken as part of each agenda item.*

**C. [Approve Minutes of September 12, 2024, Regular Meeting \(McGill\)](#)**

**D. [MGSA Board Appointments to the Community Media Center of Marin \(CMCM\) Board of Directors \(McGill\)](#)**

**E. [Election of 2025 Board Officers: 1\) President and 2\) Vice President \(All\)](#)**

**F. [2025 MGSA Board Meeting Schedule \(All\)](#)**

**G. Adjournment**

**NEXT SCHEDULED MEETING:** January 9, 2025

**NOTE:** A complete copy of the agenda packet is available on MGSA's website at <http://maringeneralservicesauthority.com>



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**BOARD MINUTES FOR MEETING OF SEPTEMBER 12, 2024**

The MGSA Board Meeting came to order in person. The meeting started at 10:00 a.m.

**MGSA Board Members Participating:** President Greg Chanis, Vice President Andy Poster, and Board Members: Daniel Del Monte, Angela Robinson-Pinon, Amy Cunningham, and Robert Zadnik were present.

**Program Contractors Attending:** Executive Officer Adam McGill, General Counsel Dave Byers, and Marin Climate and Energy Partnership Program Coordinator Christine O'Rourke and Marin Map Program Coordinator Wayne Bush.

**A. Report from Executive Officer**

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

**Administration**

- FY 23/24 independent financial audit is underway.

**Marin Map** – No update.

**Taxi** - No update.

**Animal Care and Control Program** – Executive Officer had a check in meeting with Marin Humane executive team.

**CATV** – Work on a new DAP is underway.

**Telecommunications** - No small cell applications

**B. Public Comment**

None

**C. Approve Minutes of May 9, 2024, Regular Meeting**

Motion by Robinson-Pinon, seconded by Poster, to approve the minutes for the May 9, 2024, Board Meeting. Motion was approved 4 – 0 - 2. No public comment.

**D. Approval Minutes of June 17, 2024, Special Meeting**

Motion by Poster, seconded by Del Monte, to approve the minutes for the June 17, 2024, Board Meeting. Motion was approved 5 – 0 - 1. No public comment.

**E. Receive Informational Presentation about Marin Clime and Energy Partnership**

Presentation by Christine O’Rourke. No action by the Board. No public comment.

**F. Consider and Approve Budget Modification for FY 2024/25 in the amount of \$32,071.54 from Marin Map Fund Balance to Marin Map Operating Budget for the purchase of a new physical server.**

Presentation by Wayne Bush. Motion to approve as recommended by Del Monte, seconded by Zadnik. Motion passed 6-0.

**G. Consider and Approve a Memorandum of Understanding with the County of Marin to provide services to upgrade Marin Map applications from GeoCortex to ArcGIS and authorize the purchase of services in the amount of \$52,800.**

Presentation by Wayne Bush. Motion to approve as recommended by Cunningham, seconded by Robinson-Pinon. Motion passed 6-0.

**H. Consider Establishing a Board Ad-Hoc Committee to study the District Attorney’s Office Mediation Program and make recommendations to the full board.**

Presentation by E.O. McGill. Motion to approve as recommended by Chanis, seconded by Cunningham with Ad-Hoc Committee members being Del Monte, Robinson-Pinon, and Poster with a term of six months. Motion passed 6-0.

**I. Adjournment**

The meeting was adjourned at 10:55 a.m.

Adam McGill, Executive Officer



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**MEMORANDUM**

**DATE:** November 14, 2024

**TO:** MGSA Board of Directors

**FROM:** Adam McGill, Executive Officer

**SUBJECT:** MGSA Board Appointments to the Community Media Center of Marin (CMCM) Board of Directors

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**Recommendation:**

By motion, appoint Robert Zadnik, City Manager of Belvedere and MGSA Board Member and Barbara Coler, Councilmember of Fairfax to the CMCM Board of Directors.

**Background:**

The MGSA Cable Television Franchise and Public, Educational, and Government Access Program (CATV) began on July 1, 2020, when MGSA took over certain program responsibilities and obligations from the now dissolved Marin Telecommunications Agency (MTA).

CATV's primary obligations include collecting franchise fees and public, educational, and government access fees ("PEG fees") from cable providers in Marin County, distributing franchise fees to its member agencies, and overseeing its contract with the Community Media Center of Marin (CMCM, the "designated PEG access provider"), which administers the community, educational, and governmental cable channels as well as community media programs and classes.

The MGSA Board appoints two members to the CMCM Board: the first recommended by the Marin Managers' Association (MMA); and the second recommended by CMCM based on interest by Marin's elected Supervisors and Councilmembers.

Barbara Coler, Fairfax Councilmember and Belvedere City Manager Robert Zadnik are the current appointed CMCM Board Members. Councilmember Coler has expressed an interest in continuing in her role. The Marin Managers' Association has appointed Belvedere City Manager Robert Zadnik to continue in the role.



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**MEMORANDUM**

**DATE:** November 14, 2024

**TO:** MGSA Board of Directors

**FROM:** Adam McGill, Executive Officer

**SUBJECT:** Election of 2025 Board Officers; 1) President and 2) Vice-President

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**Recommendation**

By two separate motions, elect a President and Vice President of the MGSA Board of Directors for the calendar year 2025.



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## **MEMORANDUM**

**DATE:** November 14, 2024

**TO:** MGSA Board of Directors

**FROM:** Adam McGill, Executive Officer

**SUBJECT:** 2025 Marin General Services Authority Board Meeting Schedule

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### **Recommendation**

Approve the schedule of MGSA Board meetings for calendar year 2025.

### **Discussion**

Per the MGSA JPA agreement, the MGSA Board policy has been to meet on the second Thursday of the odd numbered months. The following is suggested for the 2025 Board meeting schedule:

- January 9, 2025
- March 13, 2025
- May 8, 2025
- July 10, 2025
- September 11, 2025
- November 13, 2025

Meetings are typically held from 10:00 a.m. to 12:00 noon.