
BOARD MEETING AGENDA

DATE and Time: September 10, 2026, at 10:00 a.m.

PLACE: 900 Fifth Avenue, Suite 100, San Rafael, CA.

How to Provide Comments

Members of the public may submit public comments by:

1. Emailing mgsastaff@marinjpas.org the day before the meeting.
2. Attending the meeting and speaking during public comment periods.

A. Report from Executive Officer

B. Public Comment

A member of the public may address the Board for no more than two minutes on items not listed on the agenda. As these items are not on the agenda, the Executive Officer and Board may briefly respond. Public comment will also be taken on each agenda item.

C. [Approve Minutes of May 14, 2026, Regular Meeting](#) (Executive Officer)

D. [Discuss and consider directing the Executive Officer to develop and issue, with subject matter experts and legal counsel, as needed, a Request for Proposals for a new Street Light Maintenance and Repair Services contract.](#) (Executive Officer)

NEXT SCHEDULED MEETING: November 12, 2026

NOTE: The complete agenda packet is available at <http://maringeneralservicesauthority.com>



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BOARD MINUTES FOR MEETING OF MAY 14, 2026

The MGSA Board Meeting was called to order at 10:10 a.m.

MGSA Board Members Participating: President Andrew Poster, Vice President Robert Zadnik, and Board Members Josh Swedberg and Amy Cunningham were present. Board Members John Stefanski, Greg Chanis, and Kevin McGowan were absent.

Program Contractors Attending: Executive Officer Adam McGill, MCED Program Manager Christine O'Rourke, and General Counsel David Byers.

CLOSED SESSION

1. 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 agendized item.

No public comment.

2. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION; Executive Officer pursuant to Government Code Sections 54957.6 / 54957(b)(1)

There was no reportable action.

OPEN SESSION

A. Report from Executive Officer

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

- *Accounting transition from Maureen Chapman to Carla DeGraff is in progress.*
- *The Animal Control contract draft was in development after negotiations were successfully completed.*
- *The July 2026 meeting will likely be canceled as there are currently no known agenda items.*

MGSA Board Meeting Minutes for May 14, 2026

B. Public Comment

None.

C. Approve Minutes of March 19, 2026, Regular Meeting

Motion by Swedberg, seconded by Zadnik, to approve the minutes for the March 19, 2026, Board Meeting. Motion was approved 4-0; no public comment.

D. Authorize the Executive Officer to sign and execute a Professional Services Agreement with Sustainable Marin as part of MGSA's Marin Climate and Energy Program to conduct community outreach and education through its Resilient Neighborhoods (RN) program and to include \$107,800 in the MCEP FY 26/27 Budget and authorize, as outlined within the agreement, a 3% increase in the final two years of the agreement, Resolution 2026-02. (O'Rourke)

Motion by Swedberg, seconded by Cunningham, to approve as recommended. Motion was approved 4-0; no public comment.

E. Tentative July 1, 2026 – June 30, 2029, Agreement for Animal Control Services Between the County/Animal Services JPA and Marin Humane (Executive Officer)

The Executive Officer presented the item. There were no questions from the Board and no action was taken. No public comment.

F. Presentation and Receipt of the Community Media Center of Marin's (CMCM) Budget for July 1, 2026, through June 30, 2027 (Eisenmenger)

Presentation was made by CMCM Executive Director Michael Eisenmenger. There were no questions from the Board, and no action was taken. No public comment.

G. Receipt of the District Attorney's Office Mediation Program Report (Executive Officer)

The report was presented. There was a brief Board discussion. No action was taken by the Board. No public comment.

H. Discussion and possible action regarding Executive Officer Professional Services Agreement, proposed salary adjustment, Resolution 2026-03. (Board President)

Motion by President Poster, seconded by Swedberg, to approve Resolution 2026-03 as presented. Motion approved 4-0. No public comment.

I. Discussion and possible approval of the FY 2026/27 MGSA Operating Budget and Annual Work Plan, Resolution 2026-04. (Executive Officer)

MGSA Board Meeting Minutes for May 14, 2026

Motion by Zadnik, seconded by Swedberg, to approve Resolution 2026-04 as presented, adopting the FY 2026/27 MGSA Budget and Annual Work Plan to include all changes made by the Board's previous action in Resolution 2026-03. Motion approved 4-0. No public comment.

The meeting was adjourned at 11:38 a.m.

Completed by: Adam McGill, Executive Officer



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MEMORANDUM

DATE: September 10, 2026

TO: MGSA Board of Directors

FROM: Adam McGill, Executive Officer

SUBJECT: Request for Proposals for a new Street Light Maintenance and Repair Services Contract

Recommendation

Discuss and consider directing the Executive Officer to develop and issue, with assistance from subject matter experts and legal counsel, as needed, a Request for Proposals for a new Street Light Maintenance and Repair Services contract.

Background

MGSA is currently in the final year (expiring June 30, 2027) of its current Street Light Maintenance and Repair Services Contract for MGSA-owned streetlight poles. The existing contract does not allow any further extensions. The last Request for Proposals (RFP) occurred in 2015, with the current vendor awarded the contract, which included extension options that have now been exhausted.

Staff recommends that the Executive Officer develop a new RFP, with support from subject-matter experts within MGSA's member group. Staff anticipates that this support will not result in any expense. MGSA's legal counsel will support and review the RFP development and award process, which will incur expenses that will not exceed the FY 2026/27 Budget.

Staff anticipates the RFP will be issued in early January 2027 with a recommended contract award presented to the Board at either the March or May 2027 Board Meeting. Staff will provide routine updates to the Board and return for any required subsequent Board action needed.