

# MARIN GENERAL SERVICES AUTHORITY

555 Northgate Drive, Suite 230, San Rafael, CA 94903

(415) 446-4428

www.maringeneralservicesauthority.com

## BOARD MEETING NOTES

Meeting of September 10, 2015

The meeting came to order in the San Rafael City Council Chambers at 10:04 a.m.

Present: Jill Barnes, Cathy Capriola, Sean Condry, Jim Schutz, and Chair Dan Schwarz present. Absent: Dan Eilerman and Adam Politzer. Staff present: Executive Officer Paul Berlant, General Counsel David Byers, MarinMap Administrator Wayne Bush, and Taxicab Regulations Administrator Jeff Rawles. The Chair noted that Michael Frank has resigned his position on the MGSA Board and that Cathy Capriola, Novato Assistant City Manager will serve as Novato's Board member.

- A. Minutes of May 14, 2015 Regular Meetings. Motion by Condry seconded by Barnes to approve the minutes of the May 14, 2015 meeting. Motion carried 5 – 0, 2 absent.
- B. Report from Executive Officer. Berlant announced the following: Berlant reported that he will be meeting with staff of several Contra Costa County cities to discuss a joint taxi regulation program on September 21<sup>st</sup>.
- C. Abandoned Vehicle Abatement Program 2015-16 Budget Adjustment. Berlant explained that revenues for 2014-15 had exceeded expectations and, also exceeded the amount budgeted for revenue and expenditures. Thus, budgeted expenditures did not cover the amount that could be distributed to the member towns/cities and County. Berlant presented an amendment to the 2015-16 adopted budget that would cover the added payment as well as anticipate added revenue and expenditures for 2015-16.  
  
Motion by Capriola seconded by Schutz to approve Resolution 2015 – 08, adjusting the 2015-16 AVAP budget. Motion carried 5 – 0, 2 absent.
- D. MarinMap Program Update. Berlant and Bush provided the Board with an update of activities since the last Board meeting. No action was taken.
- E. Contract for Professional Services for MarinMap. Berlant and Bush presented a contract for professional services with the County of Marin wherein the County Community Development and Information Technology staffs will provide technical and business assistance to MarinMap.

MGSA Board Meeting Notes  
September 10, 2015

Motion by Condry seconded by Capriola to approve Resolution 2015 – 09, authorizing the Executive Officer to sign the professional services agreement with the County of Marin. Motion carried 5 – 0, 2 absent.

- F. Taxicab Regulation Program Update. Rawles and Berlant presented the update. No action was taken.
- G. Streetlight Maintenance Program. Berlant provided an update of the status of the new contract with DC Electric Group, Inc. He presented data and maps describing the work conducted by DCE. No action was taken.
- H. Professional Services Contracts.
  - 1. Taxicab Regulation Program: Berlant presented a contract with Regional Government Services extending services with Jeff Rawles, Taxicab and Abandoned Vehicle Abatement Program manager through December 31, 2016 and increasing compensation by \$2000 per year.

Motion by Capriola seconded by Schutz to adopt Resolution 2015-10 authorizing the Executive Officer to execute the professional services agreement with RGS for the services of Jeff Rawles. Motion carried 5 – 0, 2 absent.

- 2. MGSA Support Services: Berlant presented a professional services agreement with Candice Bozzard, extending the contract for services through December 31, 2016 and increasing compensation to \$37 per hour with a maximum of \$20,000.

Motion by Condry seconded by Capriola to adopt Resolution 2015-11 authorizing the Executive Officer to execute the professional services agreement with Candice Bozzard. Motion carried 5 – 0, 2 absent.

- 3. MCEP Sustainability Coordinator: Berlant presented a professional services agreement with Christine O'Rourke, extending the contract for services through December 31, 2016 and increasing compensation to \$90 per hour with a maximum of \$80,000.

Motion by Barnes seconded by Condry to adopt Resolution 2015-12 authorizing the Executive Officer to execute the professional services agreement with Christine O'Rourke. Motion carried 5 – 0, 2 absent.

Cathy Capriola recused herself from the Closed Session and left the meeting at 10:40 a.m.

- I. Closed Session - Personnel Matter - MGSA Executive Officer Recruitment - Government Code Section 54956.9(a)

The Board returned to Open Session. There were no announcements.

MGSA Board Meeting Notes  
September 10, 2015

J. Public Comment. There were no public comments.

K. Adjournment. The meeting adjourned at 11:00 a.m.

**NEXT SCHEDULED MEETING: November 12, 2015 10:00 a.m.**



---

Paul Berlant, Executive Officer

Approved November 12, 2015