

MARIN GENERAL SERVICES AUTHORITY

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BOARD MEETING NOTES

Meeting of January 8, 2015

The meeting came to order in the San Rafael City Council Chambers at 10:00 a.m.

Present: Jill Barnes, Cathy Capriola (Alternate for Michael Frank), Sean Condry, Dan Eilerman, and David Bracken present. Absent: Nancy Mackle and Adam Politzer. Staff present: Executive Officer Paul Berlant, General Counsel David Byers, and MarinMap Program Manager Wayne Bush, Taxicab Regulations Administrator Jeff Rawles.

Cathy Capriola volunteered to chair the meeting until Board officers were elected under Item A.

- A. Election of Officers: Motion by Bracken, seconded by Eilerman to elect Dan Schwarz President. Motion carried 5 – 0, 2 absent. Motion by, Eilerman, seconded by Bracken to elect Sean Condry Vice-President. Motion carried 5 – 0, 2 absent.

Sean Condry took over as chair at this point.

- B. Minutes the September 11, 2014 Regular Meeting. Approval of the minutes of September 11, 2014 was postponed to the March 12, 2015 meeting.
- C. Report from Executive Officer. Berlant reported on the Uber ride-sharing business in Marin County and preparation of the RFP for a new streetlight maintenance contract. Staff indicated it would contact Uber to ascertain their practice regarding driver/auto insurance and report to the board.
- D. 2013 – 2014 Audit Report. Berlant presented the 2013-14 Audit Report prepared by John Maher Accountancy. The report identified three internal issues which were carry-overs from the prior year. Those issues have been addressed by MGSA administration commencing July 1, 2014. However, since the 2014-15 fiscal year has not been completed and audited, the auditor could not verify those changes had been implemented. Thus, he included them again in his report. The auditor identified one new control issue, recommending double checking the Abandoned Vehicle Abatement program quarterly spreadsheet prior to issuance of payments to the County and towns/cities. The Executive Officer will perform that second check.

Motion by Capriola seconded by Barnes to accept the 2013- 2014 Auditor's Report.
Motion carried 5 – 0, 2 absent.

- E. MarinMap Program Update. Bush provided an update on the MarinMap program as outlined in the written report. No action was taken.

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- F. Taxicab Regulation Program Update. Berlant and Rawles provided an update on the taxicab regulation program, including the statistics of companies, vehicles and drivers. No action was taken.
- G. Memorandum of Understanding with the County of Marin Regarding the Animal Control Services Program. Berlant summarized the staff report regarding the MOU with the County regarding the Animal Control Services program and the role of MGSA.

Novato Councilmember Pat Eklund asked that any changes to the animal control services program policies that occur as a result of the negotiations with MHS be approved by each city in the county.

Upon discussion by the Board, the draft resolution approving the MOU was amended to add the following language, "Be it further resolved that the Memorandum of Understanding does not change the relationship between the County and the cities and towns as regards the Animal Control Services program."

Motion by Capriola, seconded by Bracken to adopt a resolution approving the Memorandum of Understanding with the County of Marin regarding the Animal Control Services program. Motion carried 5 – 0, 2 absent.

- H. Executive Officers Hours. Berlant indicated that he will be showing additional hours on his timesheet effective January 1, 2015.
- I. Public Comment. Councilmember Eklund thanked the Board for the changes to the resolution regarding the Animal Control MOU.
- J. Adjournment. The meeting adjourned at 11:05 a.m.

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



Paul Berlant, Executive Officer
Approved March 12, 2015