

**MARIN GENERAL SERVICES AUTHORITY**  
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**MEMORANDUM**

**DATE:** September 13, 2007  
**TO:** MGSA Board of Directors  
**FROM:** Michael Garvey, Interim Executive Officer *MPG*  
**SUBJECT:** AGENDA ITEM G: NEW CONTRACTS WITH DEBORAH CREECH FOR ADMINISTRATION OF ABANDONED VEHICLE ABATEMENT PROGRAM AND TAXICAB REGULATION PROGRAM

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Recommended Action: Authorize the Interim Executive Officer to execute new one-year agreements with Deborah Creech for the administration of the Abandoned Vehicle Abatement and Taxicab Regulation Programs.

Both agreements remain the same as FY 2006-07 except for the mileage reimbursement, which has been changed to reflect the 2007 IRS Standard Auto Mileage Reimbursement Rate of 48.5¢ per mile.

Background:

Ms. Creech has two agreements with the Marin General Services Authority one for the Abandoned Vehicle Abatement and the other for the Taxicab Regulation Programs.

1. Abandoned Vehicle Abatement Program:

The Abandoned Vehicle Program is funded by a surcharge on vehicle registrations. For the past five years, Ms. Creech has managed this program under contract to the JPA.

Five percent of the Abandoned Vehicle Program funding can be used for program administration. Ms. Creech's will remain at the current rate of \$43.00 per hour.

This agreement is through September 30, 2008 and the total cost of \$12,500 is included with the approved budget.

2. Taxicab Regulation Program

Ms. Creech has managed and implemented this new program for one year. Her fully loaded rate is \$43.00 per hour (*same as for the AVAP*).

Under the proposed contract, Ms. Creech is responsible for both startup (one-time) duties and the ongoing program administration. Her duties are specified in Exhibit A of the contract. We are in the establishment phase of his program. The contract is written as not to exceed amount.

This agreement also would be through September 30, 2008 and budget for this service is \$26,000.