

# MARIN COUNTY CITY SELECTION COMMITTEE

## MEETING AGENDA

Wednesday, April 22, 2020

**VIA VIDEOCONFERENCE ONLY**

**6:00 p.m.**

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### HOW TO PARTICPATE IN THE MCCMC MEETING VIA ZOOM WEBINAR:

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To provide written public comment prior to or during the meeting, please send email to [MCCMCSecretary@gmail.com](mailto:MCCMCSecretary@gmail.com) (if intended to be read aloud as public comment, please state Public Comment in subject line)

To provide verbal public comment during the meeting, click the "Raise Hand" icon during the item for which you wish to provide comment, and staff will unmute and prompt you to talk at the designated time.

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### 1. Roll Call, Welcome and Purpose of Meeting

### 2. Public Comment

Opportunity for the public to address the Marin County City Selection Committee on matters not on the agenda. Please submit any written public comment to [MCCMCSecretary@gmail.com](mailto:MCCMCSecretary@gmail.com) and indicate "Public Comment" in the subject line. Verbal public comment can be made by clicking the "Raise Hand" icon. Verbal and written public comments will be limited to 3 minutes per speaker.

### 3. Acceptance of the Minutes of the October 23, 2019 City Selection Committee

*(The draft minutes were included in the January 22, 2020 MCCMC agenda packet for review as an informational item until the next available City Selection Committee meeting where they could be formally accepted.)*

Attachment 3a: Draft minutes of October 23, 2019 meeting

### 4. Consideration and Possible Action to Make Appointments to the Marin Local Agency Formation Commission (LAFCo) to Fill the Following Current and Upcoming Vacancies:

- 4a. Appointment to fill the remaining two years of the City Member seat vacated by Corte Madera Councilmember Sloan Bailey upon his retirement from Town Council. This seat has a term expiring in May, 2022.

*A letter of interest has been received from Mayor Barbara Coler, Fairfax, current appointee to the Alternate City Member seat (see attachment 4a).*

- 4b. Appointment to fill a new four-year term of one of two City Member seats, with a term expiring May, 2024.  
*A letter of interest was received from the City Member incumbent, Mayor Sashi McEntee, Mill Valley (see attachment 4b).*
- 4c. Appointment to fill a new four-year term of the Alternate City Member seat, with a term expiring May, 2024.  
*A letter of interest was received from Councilmember James Campbell, Belvedere (see attachment 4c)*
- 4.d. Appointment Process
  1. Introduction
  2. Statements from candidates (optional)
  3. Comments from MCCMC members and other members of the public
  4. Mayors/Proxies discussion and a vote by roll call voice vote will take place separately for each appointment

Attachments:

- 4a. Letter of Interest from Barbara Coler, Mayor, Fairfax, dated January 26, 2020
- 4b. Letter of Interest from Sashi McEntee, Mayor, Mill Valley, dated April 10, 2020
- 4c. Letter of Interest from James Campbell, Councilmember, Belvedere, dated February 26, 2020
- 4d. Letter from Marin LAFCO, dated December 16, 2019 Requesting Appointment of Two City Members and One Alternate City Member

## 5. Announcements

Any subject not on the agenda may be presented at this time by members of the City Selection Committee. These topics cannot be acted upon or discussed, but may be agendaized for a later meeting date.

## 6. Adjournment

The City Selection Committee will discuss setting the next meeting date, if needed, and adjourn.

If you have any questions or require additional information, please contact Rebecca Vaughn at 415-927-5085 or [MCCMCSecretary@gmail.com](mailto:MCCMCSecretary@gmail.com)

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*Excerpt from MCCMC By-Laws related to City Selection Committee, as amended March 2018:*

## ARTICLE V

### Committees/Authority Assignments

#### Section 1. Standing Committees:

- a. Legislative Committee: The Legislative Committee shall consist of a Councilmember from each of the member cities, chosen by their respective City Councils, one city manager and one alternate city manager. Its duties shall be to review pending Federal and State legislation affecting cities and to take a position on the legislation consistent with a vote of the majority of the committee and the authority given the committee by MCCMC policies.

- b. Executive Committee: The Executive Committee shall consist of the President, Vice-President and the most immediate Past-President who is a member. It shall serve in an advisory capacity to the President to help plan and organize the activities of the COUNCIL.
  - c. Mayors Select Committee: The Mayors Select Committee shall consist of the Mayor, or his/her designated representative from among each member's council, from each of the member cities and the Executive Committee of MCCMC. Its duties will be to form a consensus on and a recommended advocacy action for citywide and/or regional issues that directly and immediately affect all member cities and for which there is no other appropriate forum. The Mayors Select Committee shall also perform the functions of the **City Selection Committee** (relating to certain appointments and nominations) and under the powers vested by and pursuant to Cal. Gov't Code §50270 et seq. The Mayors Select Committee shall meet annually in April or at the first reasonably convenient time thereafter, and its Chair will be the President of MCCMC. Executive Committee members may be present but may not cast votes on City Selection Committee matters except when designated as described above. The President of MCCMC will report on the actions or recommendations of the Mayors Select Committee at the next regularly scheduled meeting of the COUNCIL, and shall call for a full vote of any recommended advocacy actions.
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In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the MCCMC Secretary at (415) 927-5085. Notification at least 48 hours prior to the meeting will enable the Authority to make reasonable accommodations to help ensure accessibility to this meeting.

Any writings or documents provided to a majority of the City Selection Committee regarding any item on this Agenda are available during normal business hours, for public inspection at Corte Madera Town Hall, 300 Tamalpais Drive, Corte Madera, CA. Any reports that are provided after the posting of this Agenda and prior to the meeting will be made available at this same location simultaneously as it is provided to the Committee.

I certify that this agenda was posted on or before April 17, 2020, in full public view and access at least 72 hours prior to the City Selection Committee meeting time in accordance with the Brown Act.



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Rebecca Vaughn, MCCMC Clerk

MARIN COUNTY CITY SELECTION COMMITTEE

**DRAFT**

**SPECIAL MEETING MINUTES**

**Wednesday, October 23, 2019**

**Hosted by the City of Novato**

**Novato City Hall – Council Chambers**

**901 Sherman Avenue, Novato, CA 94945**

**1. Call to Order and Roll Call**

MCCMC President Elizabeth Brekhus called the meeting of the Marin County City Selection Committee to order at 6:03pm and explained the function and purpose of the City Selection Committee, which is governed by Government Code Section 50270 and is a Brown Act Committee. Roll was called:

**Mayors Present**

(Quorum of 8 Mayors or their designated Proxy required for City Selection Committee to take place)

Belvedere: Mayor Nancy Kemnitzer

Corte Madera: Mayor James Andrews

Fairfax:

Larkspur: Councilmember Kevin Haroff, designated Proxy for Mayor Ann Morrison

Mill Valley:

Novato: Mayor Eric Lucan

Ross: Mayor Elizabeth Brekhus

San Anselmo: Mayor Matt Brown

San Rafael:

Sausalito: Mayor Joe Burns

Tiburon: Vice Mayor Alice Fredericks, designated Proxy for Mayor David Kulik

**MCCMC Executive Committee Present:** Elizabeth Brekhus, Ross, President; Eric Lucan, Novato, Vice President; Ray Withy, Sausalito, Immediate Past President; Secretary Rebecca Vaughn

2. Public Comment – There was no public comment

3. Acceptance of the Minutes of the May 22, 2019 City Selection Committee

There were no comments on the minutes. There was a motion and a second (Lucan/Fredericks) to accept the minutes of the May 22, 2019 City Selection Committee Meeting. The motion was approved by acclamation.

4. Consideration and Possible Action to Appoint an Alternate City Member to the Marin Local Agency Formation Commission (LAFCo) to Fill the Remainder of the Term that Will Expire in May, 2020

4.1: Introduction

4.2: Opportunity for candidates to provide brief statements to the Committee, if they wish

4.3: Comments from MCCMC members and other members of the public

4.4: Mayors/Proxies discussion and nominations by ballot

4.1: Introduction

Introduction: President Brekhus stated that the Committee received one letter of interest in being considered for appointment to the vacant Alternate City Member position, from Barbara Coler, Mayor, Town of Fairfax. She then called for any public comments or discussion regarding the applicant.

1 4.2: Opportunity for candidates to provide brief statements to the Committee, if they wish

2  
3 Mayor Coler was not present at the meeting.

4  
5  
6 4.3: Comments from MCCMC members and other members of the public

7  
8 There were no comments.

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10  
11 4.4: Mayors/Proxies discussion and nominations by ballot

12  
13 Hearing no discussion, there was a motion and a second (Andrews/Lucan) to close the discussion  
14 and proceed with the voting procedure and distribution of the ballots. The ballot was distributed to  
15 the Mayors/proxies, and following completion, they were collected and tabulated by Secretary  
16 Vaughn. Following review of the ballots, it was announced that Barbara Coler, Mayor, Town of  
17 Fairfax, will be appointed to serve as the Alternate City Member to Marin LAFCo for the remainder  
18 of the unexpired term ending May, 2020.

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20  
21 5. Announcements: there were no announcements

22  
23  
24 6. Adjournment

25  
26 There was a motion and a second to adjourn the City Selection Committee meeting. The motion  
27 was approved by acclamation. President Brekhus adjourned the City Selection Committee meeting  
28 at 6:08pm.

29  
30 If you have any questions or require additional information, please contact Rebecca Vaughn at 415-  
31 927-5085 or [MCCMCSecretary@gmail.com](mailto:MCCMCSecretary@gmail.com)



Rebecca Vaughn &lt;mccmcsecretary@gmail.com&gt;

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## Upcoming vacancy - Marin LAFCO - primary city appointment

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**Barbara Coler** <bcoler@townoffairfax.org>

Sun, Jan 26, 2020 at 5:10 PM

To: Rebecca Vaughn &lt;MCCMCSecretary@gmail.com&gt;, Elizabeth Brekhus &lt;elizabethb@brekhus.com&gt;

Dear President Brekhus and Secretary Vaughn,

I understand that as Sloan Bailey will be retiring from the Corte Madera Town Council in March, there will soon be a vacancy for a primary city member appointment to Marin LAFCO. I would like to submit my request to be appointed to this vacancy by MCCMC when the "slot" becomes available.

As you know, I was appointed by the MCCMC as the alternate city member in late 2019. I have gone through the orientation by Jason Fried the Executive Officer, attended two meetings to date (December 2019 I served as a voting member as Sloan Bailey was unable to attend, and attended the January 2020 retreat). I plan to attend the February 13, 2020 meeting. Given my decades of public agency work experience, my 7 years on the Fairfax Town Council (with two terms as Mayor), my participation on several other Boards/Commissions, and my participation in LAFCO to date, I feel I can continue to serve LAFCO well as a primary City member.

Thank you and the Mayor's Select Committee for your consideration of my request to be appointed as one of the two City Members to Marin LAFCO.

Sincerely,

Barbara

Barbara Coler, Councilmember

Town of Fairfax

*\*\*The opinions expressed in this email are those of this individual Council Member and are not representative of the entire Council or Town of Fairfax unless otherwise stated.\*\**



Rebecca Vaughn &lt;mccmcsecretary@gmail.com&gt;

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## Letter of Intent for LAFCo Regular Member Appointment

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**Sashi McEntee** <smcentee@cityofmillvalley.org>  
To: Rebecca Vaughn <mccmcsecretary@gmail.com>  
Cc: "elizabethb@brekhus.com" <elizabethb@brekhus.com>

Fri, Apr 10, 2020 at 3:57 PM

Dear President Brekhus,

I have served on the LAFCo as one of the MCCMC City Members for 4 years now and currently serve as Commission Chair. During my tenure, we took the agency from having no staff (the Executive Director and Analyst having taken jobs elsewhere) to where we are now: staffed with an Executive Officer and Analyst, on time with our study schedule for the first time in many years, and growing a solid reputation in the county for being a value-added and sensible agency. We have revamped and streamlined our policy manual and are proactively collaborating with cities, towns, special districts, and the county to ensure efficient delivery of government services.

I would like to continue to represent MCCMC as Regular City Member of the Commission and ask that I be reappointed to serve an additional term.

Respectfully submitted,

Sashi McEntee  
Mayor  
City of Mill Valley  
26 Corte Madera Avenue  
Mill Valley, California 94941  
tel. (415) 843-1450  
[smcentee@cityofmillvalley.org](mailto:smcentee@cityofmillvalley.org)

Sign up for emergency alerts on your mobile phone!<<http://alertmarin.org/>>

James Campbell  
450 San Rafael Avenue  
Belvedere, CA 94920  
[JCampbell@cityofbelvedere.org](mailto:JCampbell@cityofbelvedere.org)

February 26, 2020

Elizabeth Brekhus, President  
Marin County Council of Mayors and Councilmembers

Rebecca Vaughn, MCCMC Secretary-Treasurer  
Town of Corte Madera  
300 Tamalpais Drive  
Corte Madera, CA 94925

Letter of Interest  
Alternate to Marin Local Agency Formation Commission

Dear President, Mayors, and Councilmembers,

I am sending this letter of interest to serve as an alternate Commissioner of the Marin Local Agency Formation Commission.

Marin LAFCo is a subdivision of the State of California responsible for administering the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. Encouraging orderly development and protecting the preservation of open spaces and agriculture requires careful deliberation and an understanding of local conditions and concerns. I believe my public service experience qualifies me for this responsibility

City of Belvedere City Council (2013- present, Mayor in 2016-2017)  
Commissioner Transportation Authority of Marin ( 2013- present)  
Director North Coast Railroad Authority (2019- present)  
Marin County Homeless Policy Steering Committee ( 2020- present)  
Trustee Marin Sonoma Vector Control District ( 2008-2012)

Additionally, I have served as a Planning Commissioner and Chair for the City of Belvedere, and as a committee member for; the Marin County Block Grants Development Committee, Opening Doors Marin, MCCMC Homeless Task Force, MCCMC Disaster Preparedness, and Belvedere Tiburon Safe Routes to School.



It would be my honor to be appointed as an alternate Commissioner to the Marin Local Agency Formation Committee on your behalf.

Best regards,

James Campbell

Vice Mayor City of Belvedere



## Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

December 16, 2019

Rebecca Vaughn  
Town Clerk/Assistant to the Town Manager  
Town of Corte Madera  
[mccmcsecretary@gmail.com](mailto:mccmcsecretary@gmail.com)

**SUBJECT:** Marin County Council of Mayors and Council Members – Member Appointment

Dear Ms. Vaughn,

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 states the composition of the Local Agency Formation Commissions (LAFCo) shall generally include seven regular members that includes county (two), city (two), special district (two), and public (one) representation. Each represented category also has an alternate.

MCCMC appointments for two LAFCo seats, Councilmember Sashi McEntee (regular seat) and Councilmember Barbara Coler (alternate seat), are set to expire in May 2020. I know MCCMC has a multiple meeting process to nominate and select the person to serve, so I wanted to give you time to go through your process. These two seat's terms expire in May 2024.

In addition, LAFCo has been made aware that Councilmember Sloan Baily will not be seeking re-election for another term to the Corte Madera Town Council. Once he no longer serves in that capacity, he cannot continue his term as a Member on the Commission. He is set to leave office on or before April 7<sup>th</sup>, 2020, based on when the election gets certified. Once the election gets certified the seat will become vacant. Therefore, LAFCo requests that the MCCMC makes an appointment to fill the vacancy for the Regular Member seat which will serve the remainder of that seat's term, May 2022.

Please contact me at (415) 448-5877 or [jfried@marinlafco.org](mailto:jfried@marinlafco.org), with any questions and once an appointment has been made.

Sincerely,

Jason Fried  
Executive Officer

**Administrative Office**  
Jason Fried, Executive Officer  
1401 Los Gamos Drive, Suite 220  
San Rafael, California 94903  
T: 415-448-5877 E: [staff@marinlafco.org](mailto:staff@marinlafco.org)  
[www.marinlafco.org](http://www.marinlafco.org)

**Damon Connolly, Regular**  
County of Marin

**Dennis J. Rodoni, Regular**  
County of Marin

**Judy Arnold, Alternate**  
County of Marin

**Sashi McEntee, Chair**  
City of Mill Valley

**Sloan Bailey, Regular**  
Town of Corte Madera

**Barbara Coler, Alternate**  
Town of Fairfax

**Craig K. Murray, Vice Chair**  
Las Gallinas Valley Sanitary

**Lew Kiious, Regular**  
Almonte Sanitary District

**Tod Moody, Alternate**  
Sanitary District #5

**Larry Loder, Regular**  
Public Member

**Chris Skelton, Alternate**  
Public Member