



BUDGET AND WORK PLAN COMMITTEE MINUTES

Monday, April 13, 2020
Via Zoom Teleconference

Appointed Members

Lew Kious (Chair) | Barbara Coler | Dennis Rodoni

Executive Officer Fried called the meeting to order at 3:02 pm.

ROLL CALL

All members were present and a quorum was met.

SELECTION OF CHAIR

Approved; M/S by Commissioners Rodoni and Coler to nominate Commissioner Kious as committee Chair.

Ayes: Commissioners Coler, Kious, Rodoni

Noes: None

Absent: None

Abstaining: None

Motion approved unanimously.

PUBLIC COMMENT

EO Fried asked for any public comments. Hearing none, EO Fried closed public comment.

DISCUSSION

Commissioner Rodoni requested that item 3 be discussed before item 2.

Ayes: Commissioners Rodoni, Coler, and Kious

Noes: None

Absent: None

Abstaining: None

Administrative Office

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Damon Connolly, Regular
County of Marin

Judy Arnold, Alternate
County of Marin

Dennis Rodoni, Alternate
County of Marin

Sashi McEntee, Chair
City of Mill Valley

Barbara Coler, Regular
Town of Fairfax

James Campbell, Alternate
City of Belvedere

Craig K. Murray, Vice Chair
Las Gallinas Valley Sanitary

Lew Kious, Regular
Almonte Sanitary District

Todd Moody, Alternate
Sanitary District #5

Larry Loder, Public
Public Member

Chris Skelton, Alternate
Public Member

BUSINESS ITEMS

1. Approval of February 21, 2019 Meeting Minutes

Approved; M/S by Commissioners Rodoni and Coler to approve the February 21, 2019 meeting minutes.

Ayes: Commissioners Rodoni, Coler, and Kious Noes: None
Absent: None Abstaining: None

Motion approved unanimously.

2. Discussion on Approval of New Contingency Funds

EO Fried explained that there is currently \$120,000 in the designated reserve fund. The additional monies that Commissioners were seeing is desired to be designated to new funds dedicated to specific spending avenues such as consultant time for special studies and technology purchasing.

Commissioner Coler requested clarification on the actual dollar amounts that would coincide with the proposed new funds. EO Fried explained that he has requested specifics from Marin LAFCo's IT specialist, but due to the demand from other clients needing remote workstations as a result of COVID-19, he had not been able to offer an exact number.

Commissioner Rodoni requested greater policy direction on the funds that are currently available before agreeing to create new funds.

Approved; M/S by Commissioners Kious and Coler to request from the full Commission the approval to review these polices instead of the Policy Commission and for staff to come back to committee with specificity of amounts for new contingency funds and greater policy direction towards what to do with the excess reserves.

Ayes: Commissioners Rodoni, Coler, and Kious Noes: None
Absent: None Abstaining: None

Motion approved unanimously.

3. Recommendation on Proposed Budget for Fiscal Year 2020-2021

Executive Officer Fried gave a brief presentation on determining the budget for FY 2020-21. Executive Officer Fried noted that this budget draft was a “status quo” budget, since there were no major changes projected from the previous year.

Commissioner Rodoni commented on the nature of the local agencies under Marin LAFCo’s purview and all government agencies in Marin being fiscally impacted by the COVID-19 pandemic. He went on to explain that his desire to discuss the budget prior to the discussion for new reserve funds was born out of the possibility of the necessitation of a budget cut for Marin LAFCo in the upcoming fiscal which, in the past, has always been counterbalanced using reserve funds.

Commissioner Coler raised the idea of freezing or minimizing staff salary increases. She suggested this be considered by the Committee as an option before targeting reserve funds to balance the budget for any necessary cuts.

Chair Kious expressed his inclination to try to maintain the staffing consistency that was experienced over the course of the previous year while Marin LAFCo was fully staffed for the first time in his tenure on the Commission.

EO Fried explained that this draft budget was put together prior to COVID-19 hitting. He went on to outline that while offering the LAFCo member agencies a nominal fee reduction would be a positive gesture in good faith, the ultimate fiscal impact it would have on those agencies would be fairly inconsequential as opposed to how the totality of the reductions would impact Marin LAFCo’s overall budget.

Commissioner Coler expressed that while any fee reduction may ultimately equate to symbolism, the value of that symbolism could carry a good deal of weight with the affected agencies that are being forced to make difficult monetary decisions during this time.

Commissioner Rodoni took time to offer his explanation of Marin LAFCo’s current reserve policy and called into question creating new reserve funds when the current reserve fund had been built up to a level that exceeded what the policy necessitates.

EO Fried pointed out that the discussion of the reserve funds was something more tailored to item 2 on the agenda and requested that both item 2 and item 3 be called into discussion at the same time. Chair Kious agreed with the EO’s request.

Commissioner Rodoni suggested that, rather than cutting the proposed Marin LAFCo budget by the total amount that a 10% reduction in member agency fees be, that the 10% reduction to agencies simply be supplemented to the budget by the available excess reserve funds.

Commissioner Rodoni informed the Committee that LAFCo staff increases are tied by policy to increases received by County employees. He also asked staff if a 10% increase in application fees would be feasible to try to help offset cuts. He added his approval of the 10% reduction suggested by other committee members and asked EO Fried if he believed he could even produce a budget with a 5% reduction.

EO Fried outlined for the Committee that his flexibility within the budget really comes down to having a definitive picture of staff salaries. He went on to say that as long as he was not limited as to where and how he could cut the proposed 5% that he believed he could make that work.

EO Fried asked for public comment. Hearing none, EO Fried closed the public comment.

Approved; M/S by Commissioners Rodoni and Coler for there to be no restriction on EO Fried as to where the 10% budget cut comes from.

Ayes: Commissioners Rodoni, Coler, and Kious Noes: None
Absent: None Abstaining: None

Motion approved unanimously.

Commissioner Rodoni moves to adjourn the meeting at 3:58 pm. Seconded by Chair Kious. Meeting adjourned.

ATTEST:

Jeren Seibel
Policy Analyst