



# Marin Local Agency Formation Commission

## Regional Service Planning | Subdivision of the State of California

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### NOTICE OF REGULAR MEETING AND AGENDA

#### Marin Local Agency Formation Commission

**Thursday, February 10, 2022 ▪ 7:00 PM**

**\*\*\* BY VIRTUAL TELECONFERENCE ONLY \*\*\***

Pursuant to the provisions of AB 361, this meeting will be held by teleconference only. No physical location will be available for this meeting. However, members of the public will be able to access and participate in the meeting.

#### PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS

##### PUBLIC ACCESS

Members of the public may access and watch a live stream of the meeting on Zoom at <https://us02web.zoom.us/j/81883869557>. Alternately, the public may listen in to the meeting by **dialing (669) 900-6833** and entering **Meeting ID 81883869557#** when prompted.

**WRITTEN PUBLIC COMMENTS** may be submitted by email to [staff@marinlafco.org](mailto:staff@marinlafco.org). Written comments will be distributed to the Commission as quickly as possible. Please note that documents may take up to 24 hours to be posted to the agenda on the LAFCO website.

**SPOKEN PUBLIC COMMENTS** will be accepted through the teleconference webinar meeting. To address the Commission, click on the link <https://us02web.zoom.us/j/81883869557> to access the Zoom-based meeting.

1. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
2. When the Commission calls for the item on which you wish to speak, click on “raise hand” icon. Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
3. When called, please limit your remarks to the time limit allotted (3 minutes).

##### CALL TO ORDER BY CHAIR

##### ROLL CALL BY EXECUTIVE OFFICER

##### AGENDA REVIEW

The Chair or designee will consider any requests to remove or rearrange items by members.

##### PUBLIC OPEN TIME

This portion of the meeting is reserved for persons desiring to address the Commission on any matter not on the current agenda. All statements that require a response will be referred to staff for reply in writing or will be placed on the Commission’s agenda for consideration at a later meeting. Speakers are limited to three minutes.

### **CONSENT CALENDAR ITEMS (discussion and possible action)**

All items calendared as consent are considered ministerial or non-substantive and subject to a single motion approval. The Chair or designee will also consider requests from the Commission to pull an item for discussion.

1. Approval of Minutes for December 9, 2021, Regular Meeting
2. Commission Ratification of Payments from December 1, 2021, to January 31, 2022
3. Approval of Resolution 22-02 Allowing for Video and Teleconference Meetings during COVID-19 State of Emergency Under AB 361

### **PUBLIC HEARING**

4. Approval of Resolution 22-03, Sphere of Influence Update and Reorganization of the Lands of Marin County Open Space District (Portion of APN 033-200-01) Including Detachment from the City of Mill Valley and Annexation to the Town of Corte Madera and Sanitary District No. 2 (LAFCo File #1361) with Waiver of Notice, Hearing and Protest Proceedings for Eventual Addition of APN Portion to 800 Corte Madera Avenue.
5. Approval of Resolution 22-04, Request for Outside Sewer Service from the City of Mill Valley for 11 Brighton Blvd., Mill Valley. (APN 045-193-16) (LAFCo File #1362)
6. Approval of Resolution 22-05, Annexation of 1203 Simmons Lane (APN 141-090-45) to Novato Sanitary District (File #1364) with Waiver of Notice, Hearing and Protest Proceedings
7. Approval of Resolution 22-06, Approving a Sphere of Influence Amendment and Reorganization of County Service Area #18 Including Detachment of 2753 Parcels and Divestiture of Power to Provide Certain Service with Marin County Open Space District (LAFCo File #1363)
8. Approval of Resolution 22-07, Approving a Comprehensive Update to the Fee Schedule

### **BUSINESS ITEMS (discussion and possible action)**

Business Items involve administrative, budgetary, legislative or personnel matters and may or may not be subject to public hearings.

9. Approval of Policy Handbook Amendments
10. Discussion of April LAFCo Commission Meeting and Whether to Meet in Person
11. Authorize the Executive Officer to Enter Into an Agreement With Alyssa Schiffmann for Bookkeeping Services

### **EXECUTIVE OFFICER REPORT (verbal report only)**

- a) Budget Update FY 2021-22
- b) Current and Pending Proposals
- c) Update on Marin City Incorporation Process
- d) 2022 Committee Assignments
- e) 2022 LAFCo Workshop (verbal report)

### **ADJOURN TO CLOSED SESSION**

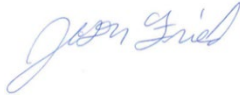
The Commission will adjourn to closed session regarding the following item:

**Conference with Legal Counsel – Anticipated Litigation  
Initiation of Litigation per Government Code 54956.9(d)(4) - (1 case)**

### **COMMISSIONER ANNOUNCEMENTS AND REQUESTS**

### **ADJOURNMENT TO NEXT MEETING**

April 14, 2022 | 7:00 P.M.



Attest: Jason Fried  
Executive Officer

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Any writings or documents pertaining to an open session item provided to a majority of the Commission less than 72 hours prior to a regular meeting shall be made available for public inspection at Marin LAFCo Administrative Office, 1401 Los Gamos Drive, Suite 220, San Rafael, CA 94903, during normal business hours.

Pursuant to GC Section 84308, if you wish to participate in the above proceedings, you or your agent are prohibited from making a campaign contribution of \$250 or more to any Commissioner. This prohibition begins on the date you begin to actively support or oppose an application before LAFCo and continues until 3 months after a final decision is rendered by LAFCo. If you or your agent have made a contribution of \$250 or more to any Commissioner during the 12 months preceding the decision, in the proceeding that Commissioner must disqualify himself or herself from the decision. However, disqualification is not required if the Commissioner returns that campaign contribution within 30 days of learning both about the contribution and the fact that you are a participant in the proceedings. Separately, any person with a disability under the Americans with Disabilities Act (ADA) may receive a copy of the agenda or a copy of all the documents constituting the agenda packet for a meeting upon request. Any person with a disability covered under the ADA may also request a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting. Please contact the LAFCo office at least three (3) working days prior to the meeting for any requested arraignments or accommodations.

### **Marin LAFCo**

Administrative Office  
1401 Los Gamos Drive, Suite 220  
San Rafael California 94903

T: 415-448-5877  
E: [staff@marinlafco.org](mailto:staff@marinlafco.org)  
W: [marinlafco.org](http://marinlafco.org)

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# Marin Local Agency Formation Commission

## Regional Service Planning | Subdivision of the State of California

### AGENDA REPORT

February 10, 2022

Item No. 1 (Consent Item)

**TO:** Local Agency Formation Commission

**FROM:** Olivia Gingold, Clerk/Junior Analyst

**SUBJECT:** Approval of Minutes for December 9, 2021, Regular Meeting

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### Background

The Ralph M. Brown Act was enacted by the State Legislature in 1953 and establishes standards and processes therein for the public to attend and participate in meetings of local government bodies as well as those local legislative bodies created by State law; the latter category applying to LAFCos.

### Discussion

The action minutes for the December 9 regular meeting accurately reflect the Commission's actions as recorded by staff. A video recording of the meeting is also available online for viewing at <https://www.marinlafco.org/meetings>

### Staff Recommendation for Action

1. Staff recommendation – Approve the draft minutes prepared for the December 9, 2021 meeting with any desired corrections or clarifications.
2. Alternative option – Continue consideration of the item to the next regular meeting and provide direction to staff, as needed.

### Procedures for Consideration

This item has been placed on the agenda as part of the consent calendar. Accordingly, a successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation as provided unless otherwise specified by the Commission.

### Attachment:

- 1) Draft Minutes for December 9, 2021

**Administrative Office**  
Jason Fried, Executive Officer  
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San Rafael, California 94903  
T: 415-448-5877 E: staff@marinlafco.org  
www.marinlafco.org

**Dennis Rodoni, Regular**  
County of Marin

**Judy Arnold, Regular**  
County of Marin

**Damon Connolly, Alternate**  
County of Marin

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

**Barbara Coler, Regular**  
Town of Fairfax

**James Campbell, Alternate**  
City of Belvedere

**Lew Kiou, Vice Chair**  
Almonte Sanitary District

**Craig K. Murray, Regular**  
Las Gallinas Valley Sanitary

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

**Larry Loder, Regular**  
Public Member

**Richard Savel, Alternate**  
Public Member





# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

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**DRAFT**

## NOTICE OF REGULAR MEETING MINUTES

### Marin Local Agency Formation Commission

**Thursday, December 9, 2021**

#### **CALL TO ORDER**

Chair McEntee called the meeting to order at 7:04 P.M.

#### **ROLL CALL BY COMMISSION CLERK**

Roll was taken and quorum was met. The following were in attendance:

Commissioners Present:	Sashi McEntee, Chair Lew Kious, Vice-Chair Craig K. Murray Barbara Coler Judy Arnold Larry Loder
Alternate Commissioners Present:	Tod Moody Dennis Rodoni (Seated as Regular) James Campbell
Marin LAFCo Staff Present:	Jason Fried, Executive Officer Jeren Seibel, Deputy Executive Officer Olivia Gingold, Clerk/Junior Analyst
Marin LAFCo Counsel Present:	Mala Subramanian
Commissioners Absent:	Damon Connolly
Alternate Members Absent:	Richard Savel

#### **AGENDA REVIEW**

Approved: M/S by Commissioners Arnold and Coler to approve the agenda as is.

Ayes: Commissioners McEntee, Kious, Arnold, Rodoni, Coler, Murray, and Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

#### **PUBLIC OPEN TIME**

Chair McEntee opened the public open time period. Hearing no request to speak, Chair closed the public open time.

**CONSENT CALENDAR ITEMS**

1. Approval of Minutes for October 14, 2021, Regular Meeting
2. Commission Ratification of Payments from October 1, 2021, to November 30, 2021
3. Approval of Resolution 21-19 Allowing for Video and Teleconference Meetings During the COVID-19 State of Emergency Under AB 361

Approved: M/S by Commissioners Murray and Kious to approve the consent calendar.

Ayes: Commissioners McEntee, Kious, Arnold, Rodoni, Coler, Murray, and Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

**PUBLIC HEARING ITEMS**

4. Approval of Resolution 21-20, Reorganization of 4916 Ranch Road (APNs 038-053-17,038-061-14, 038-061-27, and 038-061-30) to the Town of Tiburon and (APNs 038-053-17,038-061-14, and 038-061-30) to Sanitary District #2 (LAFCo File #1360) or Alternatively, Approval of Resolution 21-20, Reorganization of 4916 Ranch Road (APNs 038-053-17,038-061-14, 038-061-27, and 038-061-30) to the Town of Tiburon and (APNs 038-053-17,038-061-14, and 038-061-30) to Sanitary District #2 (LAFCo File #1360), Including a Portion of Paradise Drive

EO Fried gave the staff report, providing background information on the application. It was initially a single annexation to SD2, but per LAFCo's dual annexation policy, Tiburon was added. Town approved the pre-zoning for the parcel. There were two supplemental agenda items relevant to the application released after the agenda packet was initially released. One was a request from Tiburon another was from a Tiburon Town Council member, both against including Paradise Drive in the application. EO Fried provided some contextual comments pertaining to the supplemental items.

Town of Tiburon staff was invited to make additional comments, but staff expressed that the submitted supplemental agenda items covered the Town of Tiburon's stance. She reiterated the high-level points of those supplemental items and the request that Paradise Drive be excluded from this application because it was not analyzed by the Town.

Applicant Jacqui Bos was also invited to speak. She thanked staff members for guidance and remarked that the applicants have intentions to build a new single-family home on the property.

Chair McEntee opened the floor for Commissioner questions.

Commissioner Murray wanted to make sure that the council member who submitted correspondence speaks for the Council. Dina clarified that the councilmember does not speak for the entire council, but did note that the councilmember had asked explicitly if Paradise Drive was going to be included in the application, and Town Council had told the councilmember no. Had the answer been yes, it may have changed her ultimate vote.

Commissioner Rodoni wanted to know what LAFCo's role was in solving the Paradise Drive issue, and what progress LAFCo had made towards solving the issue. EO Fried gave some highlights of progress, acknowledging barriers that had caused solutions to lag, including staff turnover and COVID, but also highlighting progress that has been made so far.

Chair McEntee asked some clarifying questions regarding MSRs and the issue of Paradise Drive. She also asked Dina if the Town of Tiburon was open to a more comprehensive discussion of Paradise Drive.

Dina remarked that the Town was open and had participated in a meeting earlier in 2021. That meeting concluded with the determination that more data collection was necessary from both the County and the Town before conversations move forward.

Chair McEntee opened the public hearing, hearing no public comment, she closed public hearing.

EO Fried gave a clarification of the two resolutions presented to the Commission and instructed the Commission to choose one.

Commissioner Coler advocated against including Paradise Drive and provided reasoning for this position.

Commissioner Murray echoed Commissioner Coler's sentiments, adding some additional comment. He also asked Legal Counsel Subramanian if two separate motions were necessary or if the motions could be made together. Legal counsel clarified that it would be one motion for one application which includes the annexation to the two boundaries.

Vice-Chair Kious reiterated the position of the other two Commissioners.

Chair McEntee agreed with the previous Commissioners but stressed the importance of adding some urgency to the resolution of the Paradise Drive issue.

Approved: M/S by Commissioners Coler and Kious to approve the resolution for the reorganization of 4916 Ranch Road not including Paradise Drive; Vice-Chair Kious added a friendly amendment that the County and the Town of Tiburon move towards a resolution of Paradise Drive which Commissioner Coler accepted.

Ayes: Commissioners McEntee, Kious, Arnold, Rodoni, Coler, Murray, and Loder

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

5. Continue Hearing for the Reorganization of the Lands of Marin County Open Space District (A Portion of APN 033-200-01) Including Detachment from the City of Mill Valley and Annexation to the Town of Corte Madera and Sanitary District No. 2 (LAFCo File #1361) for Eventual Addition of APN Portion to 800 Corte Madera

EO Fried provided the staff report for this item, giving highlights for the item but noting that it needs to be continued until the next meeting because of a public noticing issue for a sphere of influence update and to provide time to reach a tax exchange agreement.

Chair McEntee asked some clarifying questions.

Chair McEntee opened the public hearing, the applicant's representatives present at the meeting were invited to make public comment.

A representative for the parcel owner, Rob Hodil of Coblenz, Duffy, and Bass, made some comments on timing, noting that pre-zoning has not been completed yet and that a conditional approval may be necessary in February. There was discussion of whether approving the reorganization on a conditional approval or continuing the application to April would be best, with the conclusion that the conditional approval probably made the most sense so long as pre-zoning will not take more than a year.

Chair McEntee asked for any other public comment, hearing none, she closed the public hearing.

Commissioner Murray wanted to know if the public hearing was being continued, this was confirmed by Legal Counsel Subramanian.

Approved: M/S Commissioners Murray and Loder to continue Item 5, the public hearing for the reorganization of the lands of Marin County Open Space District to the February meeting.

Ayes: Commissioners McEntee, Kious, Arnold, Rodoni, Coler, Murray, and Loder.

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

## BUSINESS ITEMS

### 6. Discussion and Approval of Unspent FY 20-21 Funds and Transfer Funds to FY 21-22 Budget

EO Fried gave the staff report, adding some preliminary comments on the budget and leftover, unspent funds from the previous year. He offered either moving the money to next year's carry forward or reallocating some of the remaining funds to two budget line items—professional services and storage line items—and then placing remaining funds into the carry forward fund. EO Fried advocated for the latter.

Vice-Chair Kious noted that as a Commissioner and not as Chair of the Budget Committee, he had no issue with the reallocation and felt it was aligned with recommendations the Budget Committee had made in the past.

Commissioner Coler echoed this sentiment.

Chair McEntee opened public comment. Hearing none, she closed public comment.

Approved: M/S Kious and Coler to approve the Staff recommended reallocation of the funds per Section 3.01(B)(vii).

Ayes: Commissioners McEntee, Kious, Arnold, Rodoni, Coler, Murray, and Loder.

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

### 7. Approval of Contract with Left Coast for Digitization of LAFCo Files

EO Fried gave the staff report, noting that LAFCo staff had researched companies that digitize files with the ultimate goal of getting files online. LAFCo Staff considered hiring a company for both digitization and remediation but given the cost of remediation services, LAFCo decided to have documents digitized and work on remediation in-house. LAFCo collected quotes from a variety of companies and did their best to get a consistent comparison of companies. EO Fried highlighted potential concerns in general with the scan companies and efforts Staff had made to mitigate these concerns. With all of these efforts in mind, EO Fried presented Left Coast as the company LAFCo staff had decided to contract with and the contract with Left Coast was the contract Staff was asking the Commission to approve.

Commissioner Coler asked about the scope of the project, EO Fried replied to her question remarking that scanned files would date back to Marin LAFCo's inception in 1963.

Commissioner Murray made a comment about the utility of this project for information requests, and wanted to know if there would be a word search functionality. EO Fried and Clerk/Jr. Analyst confirmed there would be word search and pointed the Commission to LAFCo's website which has the preliminary components of an online library for research like the type Commissioner Murray highlighted in his comments.

Alternate Commissioner Moody wanted to know how files would be coded for usability, and EO Fried made comments on the indexing process that Left Coast would use to make the documents clear and accessible to staff.

Chair McEntee wanted to know if files would be digitized and ADA-accessible, it was clarified the documents would be digitized but not necessarily ADA-accessible. Staff would be able to make documents ADA-accessible and plans to remediate on an as-needed basis, whether that be for the website or a specific information request.

Chair McEntee opened public comment, hearing none, she closed public comment.

Approved: M/S Commissioners Murray and Arnold to authorize the Executive Officer to enter an agreement with Left Coast with a not to exceed amount of \$15,000.

Ayes: Commissioners McEntee, Kious, Arnold, Rodoni, Coler, Murray, and Loder.

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

#### 8. Approval of the 2022 Commission Calendar and Discussion of Returning to In-Person Meetings

EO Fried gave the report, noting that usually this item is a consent calendar item but that it became a business item because a discussion of when and how to return to in-person meetings was necessary.

Commissioner Rodoni wanted to know if LAFCo was exploring hybrid meetings, noting that it has been a fairly seamless and useful transition for the County. EO Fried remarked on difficulties LAFCo faces in implementing a hybrid schedule but was open to an exploration of a hybrid structure.

Commissioner Coler noted that she was not sure if MCE, LAFCo's normal meeting space, was equipped for hybrid meetings. She also knew MCE had not explored returning to in-person meetings yet.

Commissioner Campbell contributed his experience with a hybrid structure with the City of Belvedere remarking that it was fairly easy to implement. He also felt that right now things were too uncertain for it to be safe to gather.

EO Fried asked legal counsel what the regulation with a hybrid model was. Legal Counsel Subramanian noted that during the State of Emergency and AB 361 still applying, LAFCo had a lot of flexibility. Original Brown Act without AB 361 would require the board to be together in a room. If the board is in separate locations, all locations have to be listed on the agenda and made available to the public, and members of the public would also be able to participate via zoom.

Chair McEntee advocated for proceeding with remote meetings for the February meeting and revisiting the issue in February.

Commissioner Murray wanted to know if the meeting decisions needed a resolution of any kind. Legal Counsel Subramanian remarked that it would simply require the AB 361 resolution to be passed again.

Commissioner Rodoni asked Legal Counsel Subramanian if AB 361 extended longer than March 2022, she clarified that although AB 361 extends through the end of 2022, a state of emergency is also necessary and current state of emergency declarations only extend through March 2022.

Approved: M/S Coler and Murray to approve the meeting schedule for 2022.

Ayes: Commissioners McEntee, Kious, Arnold, Rodoni, Coler, Murray, and Loder.

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

9. Receive and File GASB 75 Report and Approve Contract with MacLeod Watts, Inc. for FYE 2021 GASB 75 Report

EO Fried introduced the staff report noting that the GASB 75 report relates to CALPERS and retirement. The report concluded LAFCo is in a good position, it is 100% funded and will need to start contributing again soon but not immediately.

EO Fried also presented a BBK approved the contract to continue the next GASB 75 report with MacLeod Watts, noting that they do good work and are helpful and available to staff.

Chair McEntee asked a clarifying question about current and future retirees which EO Fried responded to.

Approved: M/S Arnold and Kious to approve the contract with MacLeod Watts

Ayes: Commissioners McEntee, Kious, Arnold, Rodoni, Coler, Murray, and Loder.

Nays: None

Abstain: None

Absent: None

Motion approved unanimously.

10. Authorization to Make Payment from County Fund Account to MCERA

EO Fried introduced the item, giving an overview of how money with LAFCo is collected and stored, being saved in the County account but paid out of the Bank of Marin Account. He noted that money is transferred once a quarter from the County to the Bank of Marin. MCERA was the exception, and LAFCo is making quarterly payments to MCERA, EO Fried requested Commission permission to make the first quarter payment. He noted that automating the MCERA payment would be considered by the Policy Committee in January but for the time being it needed the Commission's approval.

Approved: M/S Kious and Arnold to approve the transfer of funds payment from County Fund to MCERA

Ayes: Commissioners McEntee, Kious, Arnold, Rodoni, Coler, Murray, and Loder.

Nays: None

Abstain: None

Absent: Arnold

Motion approved unanimously.

**EXECUTIVE OFFICER REPORT (verbal report only)**

a) Budget Update FY 2021-2022

LAFCo is at 32.5% spent, based on how far in the year we are then being under 42% is ideal. However, because of when payroll was done last month there is technically one November payroll missing. He had no additional updates for other line items.

b) Current and Pending Proposals

LAFCo has had a fairly consistent flow of applications, EO Fried pointed out CSA 18 which derived from the San Rafael MSR which made the determination that CSA 18 was significantly larger than it needed to be.

- c) Applications Submitted for CALAFCO Awards  
Chair McEntee had asked the EO to share the applications that had been submitted to CALAFCO. She noted that it was the Commission's words about the EO and wanted it in the public record.
- d) Commission Correspondence  
The Commission received a letter from Davis Farr notifying the Commission that the next audit had been started and the Commission should contact Davis Farr, not the EO if they have issues or comments. There was also a communication from Commissioner Murray.
- e) LAFCo Internship (verbal report only)  
Tying into the conversations about digitization, LAFCo is in the process of looking for an intern to help with remediating the digitized files LAFCo will receive. He remarked that there may not be an intern for the spring semester but that LAFCo does hope to have one by summer or fall as well. He invited the Commission to refer anyone who may be interested in remediation work.

Finally, the EO reminded the Commission the LAFCo office will be closed from Christmas Eve to the Monday following January 1<sup>st</sup>. He also notified the Commission LAFCo may be transferring the Commission to One Drive and was going to test it with the Commission at the February meeting.

Chair McEntee wanted to know if OneDrive would be read-only. EO Fried confirmed he would forward that question to Fort Point IT. The intention would be for Commissioners to be able to pull the document but not be able to edit the master document.

Commissioner Coler wanted to know what the pay for the Intern program would be, and noted she could include it in a Town of Fairfax newsletter. EO Fried clarified that the internship would be unpaid but through SJSU, students would be paid in college credit.

#### **CLOSED SESSION**

The Commission moved to closed session. Legal Counsel Subramanian reported that the Commission gave direction to legal counsel regarding the closed session matter.

#### **COMMISSIONER ANNOUNCEMENTS AND REQUESTS**

Chair McEntee commented that per the closed session discussions, she wanted to propose an item to revisit the reverse policy to create a reserve for pursuing legal action to enforce the work LAFCo does, it was proposed by EO Fried that that would be discussed with the Policy and Personnel Committee. No Commissioners objected.

Chair McEntee opened the floor to other Commissioner Announcements and requests, none were brought.

Chair McEntee adjourned the meeting at 9:29 P.M.

#### **ADJOURNMENT TO NEXT MEETING**

Thursday, February 10, 2022

Zoom

Attest: Olivia Gingold  
Clerk/Junior Analyst

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# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

**AGENDA REPORT**  
February 10, 2022  
Item No. 2 (Consent Item)

**TO:** Local Agency Formation Commission  
**FROM:** Jason Fried, Executive Officer  
**SUBJECT:** Commission Ratification of Payments from December 1, 2021, to January 31, 2022

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## Background

Marin LAFCo adopted a Policy Handbook delegating the Executive Officer to make purchases and related procurements necessary in overseeing the day-to-day business of the agency. The Policy Handbook also directs all payments made by the Executive Officer to be reconciled by LAFCo's contracted bookkeeper. Additionally, all payments are to be reported to the Commission at the next available Commission meeting for formal ratification.

The following item is presented for the Commission to consider the ratification of all payments made by the Executive Officer between December 1, 2021, and January 31, 2022, totaling \$77,963.36. The payments are detailed in the attachment.

## Staff Recommendation for Action

1. Staff Recommendation - Ratify the payments made by the Executive Officer between December 1, 2021, and January 31, 2022, as shown in attachment.
2. Alternate Option - Continue consideration of the item to the next regular meeting and provide direction to staff as needed.

## Procedures for Consideration

This item has been placed on the agenda as part of the consent calendar. Accordingly, a successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation unless otherwise specified by the Commission.

### Attachment:

- 1) Payments from December 1, 2021, to January 31, 2022

#### Administrative Office

Jason Fried, Executive Officer  
1401 Los Gatos Drive, Suite 220  
San Rafael, California 94903  
T: 415-448-5877 E: [staff@marinlafco.org](mailto:staff@marinlafco.org)  
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Dennis Rodoni, Regular  
County of Marin

Judy Arnold, Regular  
County of Marin

Damon Connolly, Alternate  
County of Marin

Sashi McEntee, Chair  
City of Mill Valley

Barbara Coler, Regular  
Town of Fairfax

James Campbell, Alternate  
City of Belvedere

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Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member

## Marin Local Agency Formation Commission

02/01/22

## Expenses by Vendor Detail

Accrual Basis

December 2021 through January 2022

Type	Date	Num	Memo	Account	Amount	Balance
<b>A and P Moving, Inc.</b>						
Check	12/08/2021	20683	Invoice # 405...	65 · Rent - Storage	40.00	40.00
Check	01/13/2022	20700	Invoice # 405...	65 · Rent - Storage	40.00	80.00
Total A and P Moving, Inc.					80.00	80.00
<b>ARNOLD, JUDY</b>						
Check	12/16/2021	20691	Dec 2021 Co...	05 · Commissioner ...	125.00	125.00
Total ARNOLD, JUDY					125.00	125.00
<b>BANK OF MARIN CC</b>						
Credit Card Charge	12/20/2021		marin ij	35 · Misc Services	9.95	9.95
Credit Card Charge	12/20/2021		adobe	20 · IT & Communic...	50.97	60.92
Credit Card Charge	12/20/2021		getstreamline	20 · IT & Communic...	100.00	160.92
Credit Card Charge	12/20/2021		zoom	20 · IT & Communic...	14.99	175.91
Credit Card Charge	12/20/2021		verizon	20 · IT & Communic...	121.10	297.01
Credit Card Charge	12/20/2021		mayacamas ...	50 · Office Supplies ...	15.25	312.26
Credit Card Charge	12/20/2021		deluxe	50 · Office Supplies ...	83.59	395.85
Credit Card Charge	12/20/2021		sol food	35 · Misc Services	50.15	446.00
Total BANK OF MARIN CC					446.00	446.00
<b>BEST BEST &amp; KRIEGER LLP</b>						
Check	12/08/2021	20681	Invoice #9225...	25 · Legal Services	2,129.40	2,129.40
Check	01/27/2022	20703	Invoice #9249...	25 · Legal Services	2,738.40	4,867.80
Total BEST BEST & KRIEGER LLP					4,867.80	4,867.80
<b>Coler, Barbara</b>						
Check	12/16/2021	20687	Dec 2021 Co...	05 · Commissioner ...	125.00	125.00
Total Coler, Barbara					125.00	125.00
<b>COMCAST</b>						
Check	12/21/2021	20694	Bill Date Dec ...	20 · IT & Communic...	105.05	105.05
Check	01/19/2022	20701	Bill Date Jan ...	20 · IT & Communic...	106.70	211.75
Total COMCAST					211.75	211.75
<b>CONNECT YOUR CARE</b>						
Check	12/23/2021	eft	COBRA ADMIN	126 · Health Insuran...	1.11	1.11
Total CONNECT YOUR CARE					1.11	1.11
<b>Delta Dental of California</b>						
Check	12/07/2021	eft		122 · Dental Insuran...	72.93	72.93
Check	12/22/2021	eft		122 · Dental Insuran...	72.93	145.86
Total Delta Dental of California					145.86	145.86
<b>FortPoint IT, LLC</b>						
Check	12/21/2021	20693	Invoice # 2469	20 · IT & Communic...	620.19	620.19
Check	01/13/2022	20699	Invoice # 2477	20 · IT & Communic...	1,507.00	2,127.19
Total FortPoint IT, LLC					2,127.19	2,127.19
<b>FP MAILING SOLUTIONS</b>						
Check	12/16/2021	20685	Invoice # RI 1...	50 · Office Supplies ...	165.31	165.31
Total FP MAILING SOLUTIONS					165.31	165.31
<b>Indoff Incorporated</b>						
Check	12/16/2021	20684	Invoice #3528...	50 · Office Supplies ...	168.13	168.13
Total Indoff Incorporated					168.13	168.13
<b>Kaiser Foundation Health Plan</b>						
Check	12/30/2021	eft		126 · Health Insuran...	374.88	374.88
Total Kaiser Foundation Health Plan					374.88	374.88

## Marin Local Agency Formation Commission

## Expenses by Vendor Detail

02/01/22

December 2021 through January 2022

Accrual Basis

Type	Date	Num	Memo	Account	Amount	Balance
<b>KIOUS, LEWIS</b>						
Check	12/16/2021	20689	Dec 2021 Co...	05 · Commissioner ...	125.00	125.00
Total KIOUS, LEWIS					125.00	125.00
<b>LIEBERT CASSIDY WHITMORE</b>						
Check	01/27/2022	20704	Invoice #2116...	25 · Legal Services	755.00	755.00
Total LIEBERT CASSIDY WHITMORE					755.00	755.00
<b>LODER, LAWRENCE</b>						
Check	12/16/2021	20692	Dec 2021 Co...	05 · Commissioner ...	125.00	125.00
Total LODER, LAWRENCE					125.00	125.00
<b>McENTEE, SASHI</b>						
Check	01/06/2022	20696	Dec 2021 Co...	05 · Commissioner ...	125.00	125.00
Total McENTEE, SASHI					125.00	125.00
<b>MOODY, TOD</b>						
Check	12/16/2021	20686	Dec 2021 Co...	05 · Commissioner ...	125.00	125.00
Total MOODY, TOD					125.00	125.00
<b>MURRAY, CRAIG K</b>						
Check	12/16/2021	20688	Dec 2021 Co...	05 · Commissioner ...	125.00	125.00
Total MURRAY, CRAIG K					125.00	125.00
<b>PAYCHEX</b>						
Check	12/10/2021	eft		35 · Misc Services	56.47	56.47
Check	12/27/2021	eft		35 · Misc Services	56.47	112.94
Check	01/07/2022	eft		35 · Misc Services	79.97	192.91
Total PAYCHEX					192.91	192.91
<b>PAYROLL</b>						
Check	12/10/2021	eft	11/14-11/27/21	105 · Sal - Regular ...	12,144.21	12,144.21
Check	12/10/2021	eft	11/14-11/27/21	124 · Auto Allowance	350.00	12,494.21
Check	12/10/2021	eft	11/14-11/27/21	125 · Unused Fringe...	100.00	12,594.21
Check	12/10/2021	eft	11/14-11/27/21	121 · Life Insurance	-17.40	12,576.81
Check	12/10/2021	eft	11/14-11/27/21	131 · Co Ret Cont Ti...	1,702.61	14,279.42
Check	12/24/2021	eft	11/28-12/11/21	105 · Sal - Regular ...	12,144.21	26,423.63
Check	12/24/2021	eft	11/28-12/11/21	124 · Auto Allowance	0.00	26,423.63
Check	12/24/2021	eft	11/28-12/11/21	125 · Unused Fringe...	100.00	26,523.63
Check	12/24/2021	eft	11/28-12/11/21	121 · Life Insurance	-17.40	26,506.23
Check	12/24/2021	eft	11/28-12/11/21	131 · Co Ret Cont Ti...	1,702.61	28,208.84
Check	01/07/2022	eft	12/12-12/25/21	105 · Sal - Regular ...	12,144.21	40,353.05
Check	01/07/2022	eft	12/12-12/25/21	124 · Auto Allowance	350.00	40,703.05
Check	01/07/2022	eft	12/12-12/25/21	125 · Unused Fringe...	100.00	40,803.05
Check	01/07/2022	eft	12/12-12/25/21	121 · Life Insurance	-11.85	40,791.20
Check	01/07/2022	eft	12/12-12/25/21	121 · Life Insurance	-4.37	40,786.83
Check	01/07/2022	eft	12/12-12/25/21	121 · Life Insurance	-17.40	40,769.43
Check	01/07/2022	eft	12/12-12/25/21	131 · Co Ret Cont Ti...	1,702.61	42,472.04
Check	01/21/2022	eft	12/26-1/8/22	105 · Sal - Regular ...	12,144.21	54,616.25
Check	01/21/2022	eft	12/26-1/8/22	124 · Auto Allowance	0.00	54,616.25
Check	01/21/2022	eft	12/26-1/8/22	125 · Unused Fringe...	100.00	54,716.25
Check	01/21/2022	eft	12/26-1/8/22	121 · Life Insurance	-11.85	54,704.40
Check	01/21/2022	eft	12/26-1/8/22	121 · Life Insurance	-4.37	54,700.03
Check	01/21/2022	eft	12/26-1/8/22	121 · Life Insurance	-17.40	54,682.63
Check	01/21/2022	eft	12/26-1/8/22	131 · Co Ret Cont Ti...	1,702.61	56,385.24
Total PAYROLL					56,385.24	56,385.24

## Marin Local Agency Formation Commission

## Expenses by Vendor Detail

02/01/22

December 2021 through January 2022

Accrual Basis

Type	Date	Num	Memo	Account	Amount	Balance
<b>PAYROLL TAXES</b>						
Check	12/10/2021	eft	11/14-11/27/21	111 · Medicare Tax	183.26	183.26
Check	12/24/2021	eft	11/28-12/11/21	111 · Medicare Tax	178.19	361.45
Check	01/07/2022	eft	12/12-12/25/21	111 · Medicare Tax	182.75	544.20
Check	01/07/2022	eft	12/12-12/25/21	112 · CA SUI	678.07	1,222.27
Check	01/07/2022	eft	12/12-12/25/21	113 · FUTA	75.34	1,297.61
Check	01/07/2022	eft	12/12-12/25/21	114 · CA ETT	12.56	1,310.17
Check	01/21/2022	eft	12/26-1/8/22	111 · Medicare Tax	177.68	1,487.85
Check	01/21/2022	eft	12/26-1/8/22	112 · CA SUI	332.29	1,820.14
Check	01/21/2022	eft	12/26-1/8/22	113 · FUTA	36.92	1,857.06
Check	01/21/2022	eft	12/26-1/8/22	114 · CA ETT	6.16	1,863.22
Total PAYROLL TAXES					1,863.22	1,863.22
<b>RODONI, DENNIS JAMES</b>						
Check	12/16/2021	20690	Oct 2021 Co...	05 · Commissioner ...	125.00	125.00
Total RODONI, DENNIS JAMES					125.00	125.00
<b>SCHIFFMANN, ALYSSA</b>						
Check	01/13/2022	20698	Invoice # 152	55 · Professional Se...	1,414.50	1,414.50
Total SCHIFFMANN, ALYSSA					1,414.50	1,414.50
<b>SECURITY MORTGAGE GROUP 2</b>						
Check	12/01/2021	20680	Dec 2021 Rent	45 · Office Lease/Rent	2,873.03	2,873.03
Check	01/04/2022	20695	Jan 2022 Rent	45 · Office Lease/Rent	2,873.03	5,746.06
Total SECURITY MORTGAGE GROUP 2					5,746.06	5,746.06
<b>Teamsters Local 856 Health &amp; Welfare</b>						
Check	12/08/2021	20682	Month Ending...	126 · Health Insuran...	827.31	827.31
Check	01/06/2022	20697	Month Ending...	126 · Health Insuran...	860.40	1,687.71
Total Teamsters Local 856 Health & Welfare					1,687.71	1,687.71
<b>The Hartford</b>						
Check	01/27/2022	20702	Invoice #1889...	121 · Life Insurance	315.48	315.48
Total The Hartford					315.48	315.48
<b>VSP</b>						
Check	12/06/2021	eft		123 · Vision Service ...	15.21	15.21
Total VSP					15.21	15.21
<b>TOTAL</b>					<b>77,963.36</b>	<b>77,963.36</b>



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

**AGENDA REPORT**  
February 10, 2022  
Item No. 3 – (Consent Item)

**TO:** Local Agency Formation Commission

**FROM:** Jason Fried, Executive Officer  
Mala Subramanian, Legal Counsel

**SUBJECT:** **Approval of Resolution 22-02 Allowing for Video and Teleconference Meetings During COVID-19 State of Emergency Under AB 361**

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## Background and Discussion

AB 361 was passed by the State Legislature and signed by Governor Newsom. It went into effect immediately. AB 361 continues many of the provisions related to the Brown Act that were in place under Executive Orders, which expired September 30, 2021, that allowed for video and teleconferencing during the state of emergency. Since AB 361 has been signed into law, the Commission can continue to meet virtually until such time as the Governor declares the State of Emergency due to COVID-19 over and measures to promote social distancing are no longer recommended or could return to in-person meetings sooner if desired.

On September 22, 2021, the Marin County Director of Health & Human Services recommended social distancing to enhance safety at public meetings. On October 19, 2021, Marin County's Director of Health & Human Services reaffirmed this recommendation. See attachment 2.

The proposed resolution provides the Commission with the option to continue to hold video and teleconference meetings while the state of emergency is still in effect and social distancing is recommended.

In order to continue to hold video and teleconference meetings, the Commission will need to review and make findings every thirty days or thereafter that the state of emergency continues to directly impact the ability of the members to meet safely in person and that state or local officials continue to impose or recommend measures to promote social distancing.

## Recommendation

1. Approval of Resolution 22-02 allowing for video and teleconference meetings during the COVID-19 state of emergency under AB 361.

## Procedures for Consideration

This item has been placed on the agenda as part of the consent calendar. Accordingly, a successful motion to approve the consent calendar will include taking affirmative action on the staff recommendation unless otherwise specified by the Commission.

### Attachment:

1. Resolution 22-02 Allowing for Video and Teleconference Meetings during the COVID-19 State of Emergency Under AB 361
2. Decisions by Marin County Director of Health & Human Services

#### Administrative Office

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Dennis Rodoni, Regular  
County of Marin

Judy Arnold, Regular  
County of Marin

Damon Connolly, Alternate  
County of Marin

Sashi McEntee, Chair  
City of Mill Valley

Barbara Coler, Regular  
Town of Fairfax

James Campbell, Alternate  
City of Belvedere

Lew Kious, Vice Chair  
Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member

**MARIN LOCAL AGENCY FORMATION COMMISSION**

RESOLUTION 22-02

**RESOLUTION ALLOWING FOR VIDEO AND TELECONFERENCE MEETINGS DURING THE COVID-19 STATE OF EMERGENCY UNDER AB 361**

**WHEREAS**, on March 4, 2020, the Governor of the State of California proclaimed a State of Emergency for COVID-19; and

**WHEREAS**, AB 361 was recently passed by the State Legislature and signed by Governor Newsom and went into effect immediately and allows the Commission to continue to meet virtually until such time as the Governor declares the State of Emergency due to COVID-19 over and measures to promote social distancing are no longer recommended; and

**WHEREAS**, the Marin County Director of Health & Human Services has recommended social distancing to enhance safety at public meetings; and

**WHEREAS**, in light of this recommendation, the Commission desires for itself and for all other Commission legislative bodies that are subject to the Brown Act to continue to meet via video and/or teleconference; and

**WHEREAS**, pursuant to AB 361 the Commission will review the findings required to be made every 30 days or thereafter and shall not meet without making those continued findings.

**NOW THEREFORE**, the Marin Local Agency Formation **DOES HEREBY RESOLVE** finds on behalf of itself and all other Commission legislative bodies: (1) a state of emergency has been proclaimed by the Governor; (2) the state of emergency continues to directly impact the ability of the Commission's legislative bodies to meet safely in person; and (3) local officials continue to recommend measures to promote social distancing.

**PASSED AND ADOPTED** by the Marin Local Agency Formation Commission on February 10, 2022 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

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Sashi McEntee, Chair

ATTEST:

APPROVED AS TO FORM:

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Jason Fried, Executive Officer

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Malathy Subramanian, LAFCo Counsel



DEPARTMENT OF  
**HEALTH AND HUMAN SERVICES**

Promoting and protecting health, well-being, self-sufficiency, and safety of all in Marin County.



Benita McLarin, FACHE  
DIRECTOR

20 North San Pedro Road  
Suite 2002  
San Rafael, CA 94903  
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415 473 3344 TTY  
[www.marincounty.org/hhs](http://www.marincounty.org/hhs)

October 19, 2021

Dennis Rodoni  
President, Board of Supervisors  
3501 Civic Center Drive, 3<sup>rd</sup> Floor  
San Rafael, CA 94903

Re: Public Meetings/Social Distancing

Dear President Rodoni:

I am writing to confirm that my recommendations in the attached September 22, 2021 letter will remain in place.

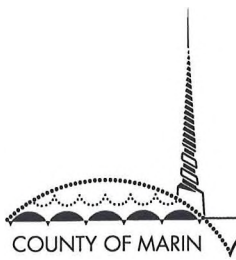
Thank you for your consideration.

Respectfully,

Benita McLarin  
Director, Health & Human Services

cc: Matthew H. Hymel, CAO  
Brian E. Washington, County Counsel





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September 22, 2021

Dennis Rodoni  
President, Board of Supervisors  
3501 Civic Center Drive, 3<sup>rd</sup> Floor  
San Rafael, CA 94903

Re: Public Meetings/Social Distancing

Dear President Rodoni:

On September 20, 2021, Governor Newsom signed AB 361. The legislation provides that local agencies may continue to hold certain public meetings via video/tele-conference as they have done during the Covid-19 emergency. The legislation allows such meetings to continue during a proclaimed state of emergency if state or local officials have recommended measures to promote social distancing.

Local government meetings are indoor meetings that are sometimes crowded, involve many different and unfamiliar households, and can last many hours. Given those circumstances, I recommend a continued emphasis on social distancing measures as much as possible to make public meetings as safe as possible. These measures can include using video/tele-conferencing when it meets community needs and spacing at in-person meetings so that individuals from different households are not sitting next to each other. I will notify you if this recommendation changes while the Governor's state of emergency for COVID-19 remains in place.

Respectfully,

Benita McLarin  
Director, Health & Human Services

cc: Matthew H. Hymel, CAO  
Brian E. Washington, County Counsel



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## AGENDA REPORT

February 10, 2022

Item No. 4 (Public Hearing)

**TO:** Local Agency Formation Commission

**FROM:** Jason Fried, Executive Officer  
Olivia Gingold, Clerk/Jr. Analyst

**SUBJECT:** Approval of Resolution 22-03, Sphere of Influence Update and Reorganization of the Lands of Marin County Open Space District (Portion of APN 033-200-01) Including Detachment from the City of Mill Valley and Annexation to the Town of Corte Madera and Sanitary District No. 2 (LAFCo File #1361) with Waiver of Notice, Hearing, and Protest Proceedings for Eventual Addition of APN Portion to 800 Corte Madera Avenue.

### Background

Marin LAFCo has received an application from Craig Richardson, acting on behalf of Marin County Open Space District (“applicant”) requesting approval for the reorganization of a portion of the Alto Bowl Reserve, including detachment from the City of Mill Valley and annexation to the Town of Corte Madera and Sanitary District #2 (SD2). The portion of the APN in question (referred to as the “Transfer Area”) is approximately 22,934 square feet and is already improved and being utilized by 800 Corte Madera. This Transfer Area currently can only be accessed by 800 Corte Madera’s property as it has a fence that runs along it that goes with the rest of the 800 Corte Madera parcel.

The affected territory is part of the Alto Bowl Preserve, which is incorporated in Mill Valley (Portion of APN 033-200-01). The proposal, as stated by the applicant, is to resolve an encroachment of improvements by 800 Corte Madera on the proposal area.

Because this application involves detachment from the City of Mill Valley, this type of application falls under G.C. §56751 which states:

#### **56751.**

*(a) Upon receipt by the commission of a proposed change of organization or reorganization, except a special reorganization, that includes the detachment of territory from any city, the executive officer shall place the proposal on the agenda for the next commission meeting for information purposes only and shall transmit a copy of the proposal to any city from which the detachment of territory is requested.*

*(b) No later than 60 days after the date that the proposal is on the commission’s meeting agenda in accordance with subdivision (a), a city from which the detachment of territory is proposed may adopt and transmit to the commission a resolution requesting termination of the proceedings.*

*(c) If the city from which the detachment of territory is proposed has adopted and transmitted to the commission a resolution requesting termination of proceedings within the time period prescribed by this section, then the commission shall terminate the proceedings upon receipt of the resolution from the city.*

#### Administrative Office

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Dennis Rodoni, Regular  
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Judy Arnold, Regular  
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Sashi McEntee, Chair  
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Town of Fairfax

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City of Belvedere

Lew Kious, Vice Chair  
Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member

*(d) This section shall not apply if the city from which the detachment of territory is proposed has adopted and transmitted to the commission a resolution supporting the proposed change of organization or reorganization.*

Staff was mindful of and compliant with the provisions of G.C. §56751 and made sure to communicate their rights to the City of Mill Valley. Mill Valley took no action on this matter within the 60 days so is not opposing this detachment from its jurisdiction.

Staff has requested comments from Mill Valley, Corte Madera, and SD2, along with other interested agencies. All comments were in support or neutral.

As there is not a master tax exchange agreement between the two cities, Mill Valley and Corte Madera need to approve an agreement. Mill Valley has already approved the tax exchange agreement and Corte Madera is scheduled to do so later this month. In addition, Corte Madera needs to finish its Pre-Zoning process which it is scheduling to do at the same time as it approves the tax exchange agreement.

Additionally, the affected territory is not consistent with the current sphere of influence for either Corte Madera or SD2. In addition, it will need to be removed from Mill Valley's SOI since no area should be in two cities'/towns' SOI. Concurrent SOI updates will be necessary with this application. The SOI update has been properly noticed.

Since Corte Madera is scheduled to complete later this month its parts the Commission has a choice to either continue this item to our next meeting or approve today with 2 conditions. Those conditions are the completion and approvals by Corte Madera of the tax exchange agreement and Pre-Zoning of the parcel. LAFCo staff has talked with Corte Madera staff and, given that they should be doing final approval just after our meeting, they are fine with LAFCo approving with both conditions so as not to delay the process until our April meeting. Staff is presenting the attached resolutions with both conditions should the Commission give approvals at the February meeting.

**Staff Recommendation for Action**

1. Staff recommendation – Approve the requested reorganization of the portion of APN 033-200-01 identified as the “Transfer Area” in Exhibit “C” and approve the attached Resolution No. 22-03 with the two conditions for approval.
2. Alternate Option 1 – Continue this item to the next meeting.
3. Alternate Option 2– Deny the request.

Attachments:

- 1) Resolution 22-03
- 2) Application Packet

**MARIN LOCAL AGENCY FORMATION COMMISSION**

RESOLUTION 22-03

**RESOLUTION APPROVING A SPHERE OF INFLUENCE AMENDMENT AND REORGANIZATION OF THE LANDS OF MCOSD (A DESIGNATED PORTION OF APN 033-200-01) INCLUDING DETACHMENT FROM THE CITY OF MILL VALLEY AND ANNEXATION TO THE TOWN OF CORTE MADERA AND SANITARY DISTRICT NO. 2 WITH WAIVER OF NOTICE, HEARING AND PROTEST PROCEEDINGS**

“Sphere of Influence Amendment and Reorganization of the lands of Marin County Open Space District (a designated portion of APN 033-200-01) including detachment from the City of Mill Valley and Annexation to the Town of Corte Madera and Sanitary District No. 2. (LAFCo File #1361)”

**WHEREAS** Marin County Open Space District, hereinafter referred to as “Proponent,” has filed a validated landowner petition with the Marin Local Agency Formation Commission, hereinafter referred to as “Commission,” pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

**WHEREAS** the proposal seeks Commission approval to detach approximately 22,934 square feet of incorporated land from the City of Mill Valley and annex this land to the Town of Corte Madera and Sanitary District #2 and concurrent sphere amendments; and

**WHEREAS** the affected territory represents part of the Alto Bowl Preserve, is improved with residential accessory uses consistent with the O-A zoning district, lies adjacent to 800 Corte Madera, is identified by the County of Marin Assessor’s Office as a portion of APN 033-200-01, and is specified by Exhibits “B” and “C” as the “Transfer Area”; and

**WHEREAS** the “Transfer Area” is consistent with the spheres of influence of the proposed districts it is being annexed into with a concurrent Sphere of Influence amendment that has been proposed and the Commission, pursuant to G.C. §56425(e) is conducting a concurrent service review; and,

**WHEREAS** the Commission’s staff has reviewed the proposal and prepared a report with recommendations; and

**WHEREAS** the staff’s report and recommendations on the proposal have been presented to the Commission in the manner provided by law; and

**WHEREAS** the Commission considered all the factors required by law under Government Code Section 56668 and 56668.3 and adopted local policies and procedures; and

**WHEREAS** the proposal is for an annexation of territory that is uninhabited, and no affected local agency has submitted a written demand for notice and hearing as provided for in Government Code section 56662(a).

**NOW THEREFORE**, the Marin Local Agency Formation **DOES HEREBY RESOLVE, DETERMINE AND ORDER** as follows:

Section 1. The boundaries, as set forth in the proposal, are hereby approved as submitted and are as described and depicted in Exhibits “B” and “C” attached hereto and by this reference incorporated herein.

1. Amend the Sphere of Influence of the City of Mill Valley to exclude the designated portion of APN 033-200-01 and amend the sphere of influence of the Town of Corte Madera and Sanitary District 2 to include the designated portion of APN 033-200-01 and make the written determinations pursuant to Government Code section 56245(e) as provided for in Exhibit “A” attached hereto and incorporated herein by reference.

2. Approve the proposed reorganization of the portion of APN 033-200-01 designated "Transfer Area" in Exhibits "B" and "C", including detachment from the City of Mill Valley and annexation to Sanitary District #2 and the Town of Corte Madera as shown and described in Exhibits "B" and "C."

Section 2. The territory includes 22,934 square feet and is found to be uninhabited, and the application is assigned the following distinctive short form designation: "Reorganization of the lands of Marin County Open Space District (a designated portion of APN 033-200-01) including detachment from the City of Mill Valley and annexation to the Town of Corte Madera and Sanitary District No. 2. (LAFCo File #1361)"

Section 3. The proposal is consistent with the proposed spheres of influence for the City of Mill Valley, Town of Corte Madera and Sanitary District #2, as amended.

Section 4. The Executive Officer is hereby authorized to waive notice and hearing, and protest proceedings, and complete reorganization proceedings.

Section 5. As a condition to reorganization and to filing the certificate of completion, that the Town of Corte Madera pre-zone the area to be annexed and that the Town of Corte Madera and City of Mill Valley execute a tax exchange agreement within 1 year of the date of the approval of this proposal.

Section 6. As Lead Agency under CEQA for the proposed sphere of influence amendment and reorganization, LAFCo finds that the sphere of influence change and reorganization are categorically exempt from the provisions of CEQA pursuant to State CEQA Guidelines §15319.

**PASSED AND ADOPTED** by the Marin Local Agency Formation Commission on February 10, 2021, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Sashi McEntee, Chair

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Jason Fried, Executive Officer

\_\_\_\_\_  
Malathy Subramanian, LAFCo Counsel

Attachments to Resolution No. 22-03

- a) Exhibit A – SOI Determinations
- b) Exhibit B – Legal Description for reorganization of "Transfer Area" within APN 033-200-01
- c) Exhibit C – Map for Reorganization of "Transfer Area" within APN 033-200-01

## EXHIBIT A

“

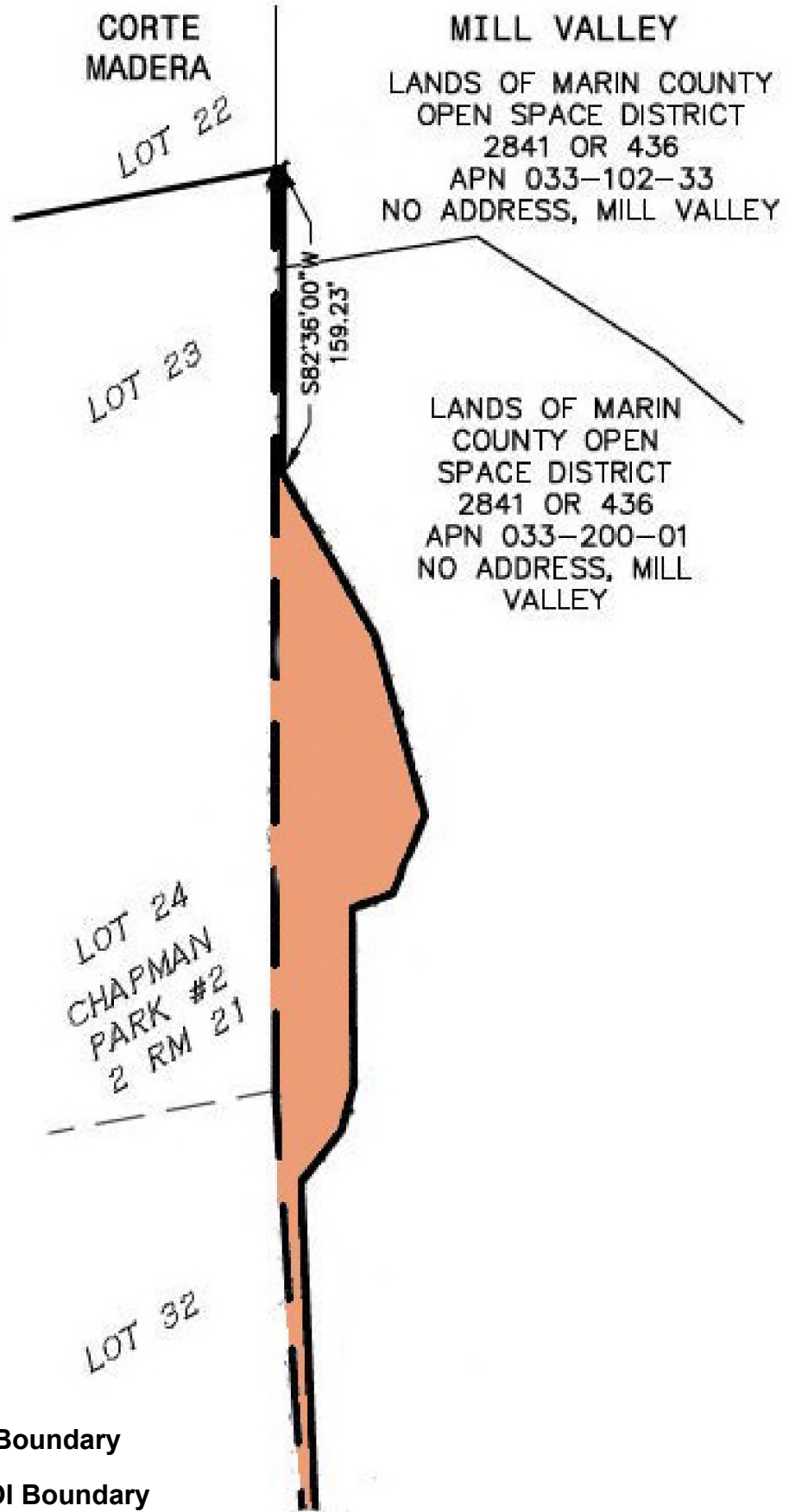
### SPHERE OF INFLUENCE DETERMINATIONS

#### GOVERNMENT CODE SECTION 56425




- 1) The present and planned land uses in the area, including agricultural and open-space lands.
  - a. This is currently a portion of an open space land in the City of Mill Valley, belonging to Marin County Open Space District. Although the land is designated for agricultural use, it is an improved area of land for residential use. The land contains portions of a basketball court, elevated garden planter boxes, stairs, retaining walls, and gravel pathways. It is associated with a single-family home located on a parcel within the Town of Corte Madera, outside of the encroachment area. The transfer area has been fenced and inaccessible as public open space for over 20 years.
- 2) The present and probable need for public facilities and services in the area.
  - a. The parcel is presently being used for residential uses. There is little to no development potential, and although the parcel is currently outside of the boundary of the areas it is being annexed into, it has been maintained by these agencies for over 2 decades now, meaning that present public service use is unlikely to significantly change after the sphere and boundary amendments.
- 3) The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide.
  - a. The facilities and services provided by the Town of Corte Madera and Sanitary District #2 are sufficient to provide service to the area currently being served by the City of Mill Valley.
- 4) The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the district.
  - a. This area does not reside in any social or economic communities of interest.
- 5) For an update of a sphere of influence for a city that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection, that occurs on or after July 1, 2012, the present and probably need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence.
  - a. There are no unincorporated communities within the Study Area that have been identified as disadvantaged.

Attachment to Exhibit A

- a) Map of the new SOI



**LEGEND**

-  Current SOI Boundary
-  Proposed SOI Boundary
-  Area to be added to the Town of Corte Madera and Sanitary District #2 SOIs and removed from the City of Mill Valley SOI.

# Proposed SOI Amendment

*Adapted from the Map prepared by Jason Kirchmann at B&F*

EXHIBIT B  
LEGAL DESCRIPTION  
(TRANSFER AREA FROM MARIN COUNTY OPEN SPACE DISTRICT TO 800 CORTE MADERA  
HOLDINGS LLC)

Real property situate in the City of Mill Valley, County of Marin, State of California, Being a portion of the Lands of Marin County Open Space District, as described by that Grant Deed recorded in Book 2841 of Official Records of Marin County at Page 436, said portion being described as follows;

BEGINNING at a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806", being the common southerly corner of Lots 22 and 23 as shown on that Map of Chapman Park #2 filed in Book 2 of Maps at Page 21, Marin County Records, said point lying South 82°36'00" West, 371.97 feet from a ¾" iron pipe at the southerly terminus of Sausalito Street as shown on that Record of Survey filed in Book 18 of Official Surveys at Page 61, Marin County Records;

Thence leaving the southerly line of said Chapman Park #2, South 7°24'00" East, 3.60 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence parallel to and 3.60 feet southerly of said southerly line, South 82°36'00" West, 159.23 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence South 52°57'33" West, 98.25 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence South 67°02'34" West, 96.82 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence North 74°43'51" West, 44.24 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence North 27°36'30" West, 22.47 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence South 81°59'46" West, 91.71 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence North 82°07'25" West, 25.28 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence North 59°47'53" West, 34.48 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";



Thence South  $80^{\circ}10'31''$  West, 275.63 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence South  $68^{\circ}20'41''$  West, 131.11 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence North  $88^{\circ}41'52''$  West, 96.76 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806";

Thence North  $68^{\circ}22'27''$  West, 9.01 feet to a 2" aluminum disk stamped "MARIN COUNTY OPEN SPACE DISTRICT SURVEY MARKER PLS 8806" in the southerly line of Lot 32 shown on previously described Chapman Park #2.

Thence North  $78^{\circ}18'37''$  East, 235.47 feet along southerly line of Lot 32 shown on previously described Chapman Park #2.

Thence North  $78^{\circ}54'26''$  East, 320.03 feet along southerly line of Lot 32 to the common southerly corner of Lots 24 and 32 shown on previously described Chapman Park #2.

Thence North  $82^{\circ}36'00''$  East, 481.70 feet along southerly line of Lots 24 and 23 as shown on previously described Chapman Park #2, to the POINT OF BEGINNING.

Containing: 22,934 square feet, more or less.

Basis of Bearings: Record of Survey filed in Book 18 of Official Surveys at Page 61, Marin County Records

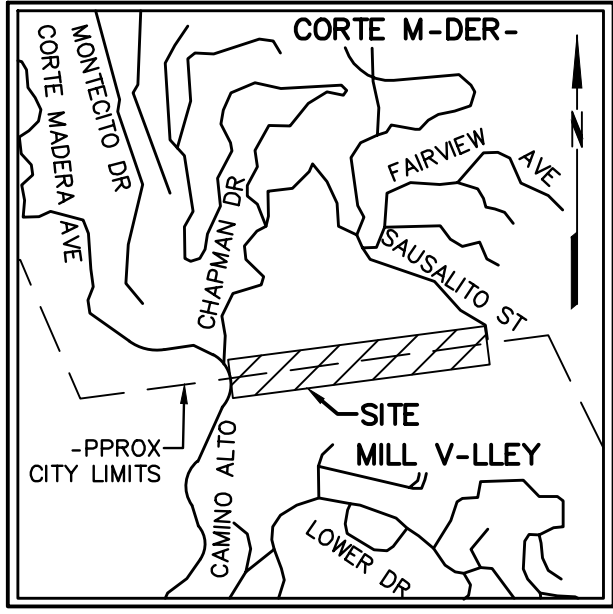
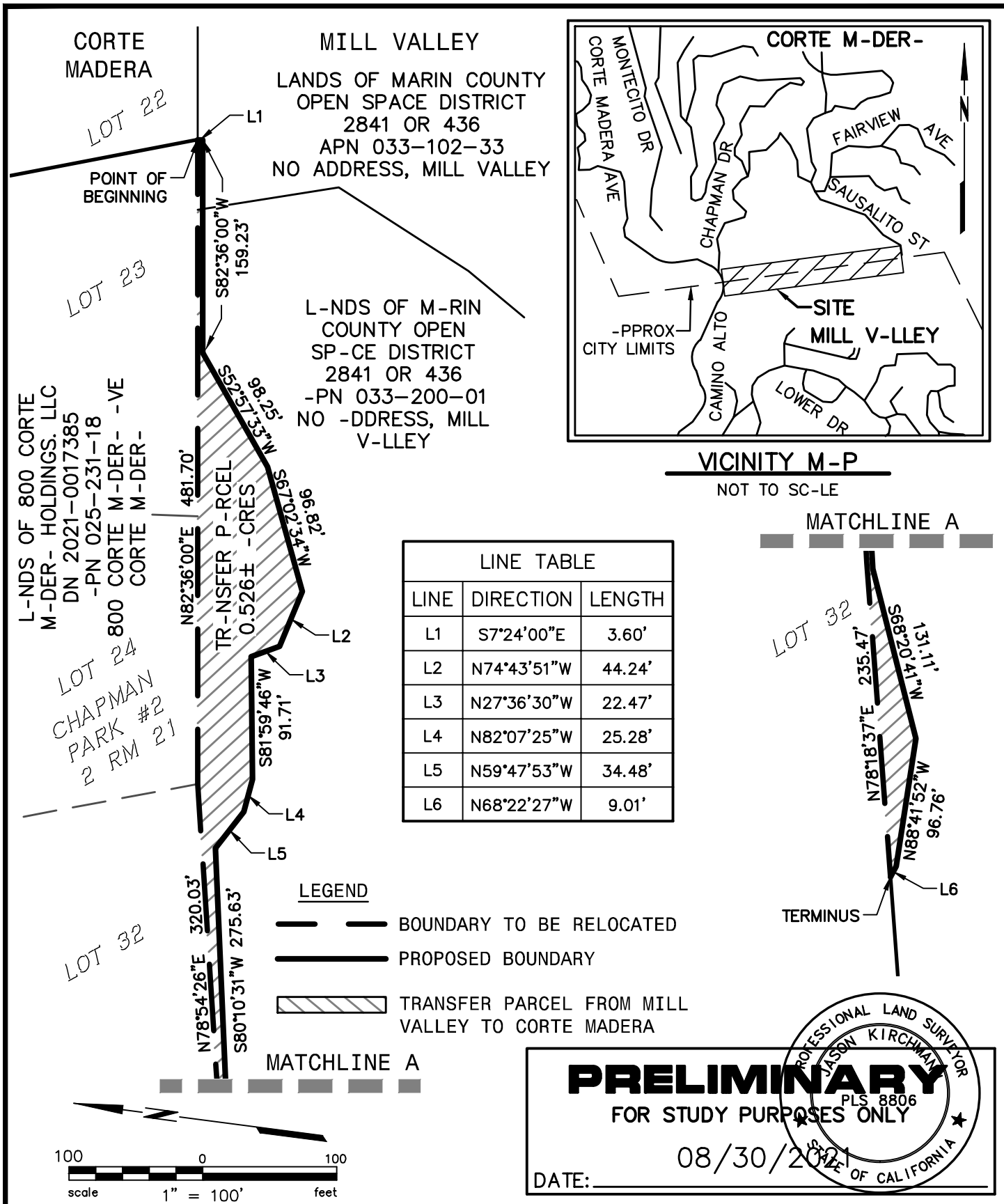
END OF DESCRIPTION

**DRAFT**

\_\_\_\_\_  
Jason Kirchmann, PE, PLS No. 8806

Dated: \_\_\_\_\_

Exhibit C



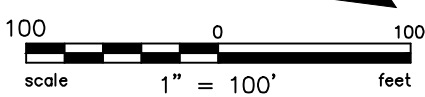
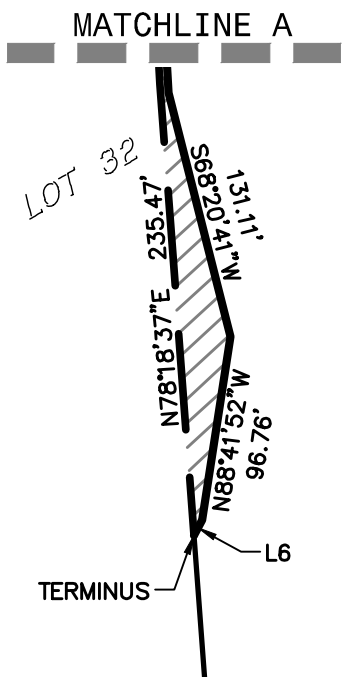
VICINITY M-P

NOT TO SCALE

LINE TABLE

LINE	DIRECTION	LENGTH
L1	S7°24'00"E	3.60'
L2	N74°43'51"W	44.24'
L3	N27°36'30"W	22.47'
L4	N82°07'25"W	25.28'
L5	N59°47'53"W	34.48'
L6	N68°22'27"W	9.01'

- LEGEND
- BOUNDARY TO BE RELOCATED
  - PROPOSED BOUNDARY
  - TRANSFER PARCEL FROM MILL VALLEY TO CORTE MADERA



**PRELIMINARY**  
FOR STUDY PURPOSES ONLY

DATE: 08/30/2021

PROFESSIONAL LAND SURVEYOR  
JASON KIRCHMAN  
PLS 8806  
STATE OF CALIFORNIA

Plot Aug 30, 2021 at 8:54am

**BKF**  
ENGINEERS / SURVEYORS / PLANNERS

4040 CIVIC CENTER DR  
STE 530  
SAN RAFAEL CA 94903  
PH: 415-930-7960  
FAX: 415-930-7979

ANNEXATION OF A PORTION  
OF APN 033-200-01 INTO  
APN 025-231-18

JOB # 20181384-50  
DATE AUG/2021  
CHECKED. JAK  
SHEET 7 OF 7



**Marin Local Agency Formation Commission**  
**Regional Service Planning | Subdivision of the State of California**

**MARIN LAFCO**  
**PETITION FOR PROCEEDING PURSUANT TO THE CORTESI-KNOX-HERTZBERG ACT**  
**LOCAL GOVERNMENT REORGANIZATION ACT OF 2000**

The undersigned hereby petition(s) the Marin Local Agency Formation Commission for approval of a proposed change or organization or reorganization and stipulates as follows:

1. This proposal is made pursuant to Part 3, Division 3, and Title 5 of the California Government Code (commencing with Section 56000, Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000).
2. The specific change(s) of organization proposed (i.e. Annexation, Detachment, Reorganization, etc.) is/are Reorganization: detachment of portion of property from the City of Mill Valley, annexation to the Town of Corte Madera and Sanitation District No. 2, and coterminus sphere of influence boundary amendments.
3. The boundaries of the territory(ies) included in the proposal are as described in Exhibits "A" and "B" attached hereto and by this reference incorporated herein.
4. The territory(ies) included in the proposal is/are:  
 Inhabited (12 or more registered voters)  
 Uninhabited
5. This proposal is  or is not  consistent with the sphere(s) of influence of the affected city and/or district(s).
6. The reason(s) for the proposed reorganization (ie. Annexation, Detachment, Reorganization, etc.) is/are to resolve an encroachment of improvements at 800 Corte Madera Ave. in the Town of Corte Madera on portion of adjacent property owned by the Marin County Open Space District (MCOSD) in the City of Mill Valley. Reorganization would detach the encroachment area from Mill Valley and annex it to Corte Madera. The MCOSD has agreed to convey the encroachment area to the owner of 800 Corte Madera Ave per the terms of a land sales agreement. The MCOSD has determined that this resolution in the best interest of the Public and is consistent with the MCOSD's Encroachment Policy.
7. The proposal is requested to be made subject to the following terms and conditions:  
Pre-zoning of the reorganized property and tax revenue exchange negotiations.
8. The persons signing this petition have signed as:  
 Registered voters  
 Owners of the land



<u>Marin County Open Space District</u>	<u>Craig Richardson</u>	<u>9/13/2021</u>
Print Name	Signature	Date





Additional Notification Approval (Optional)

I/We hereby authorize, that in addition to the application representative, the persons listed below are granted permission to receive copies of application notices, and reports.

Craig Richardson



\_\_\_\_\_  
Property Owner Signature

Please provide the names, email addresses, and phone numbers of any persons who are to be furnished copies of the Agenda, Executive Officer's Report, and Notice of Hearings:

<u>Please Print Name</u>	<u>Email Address</u>	<u>Phone Number</u>
Craig Richardson	crrichardson@marincounty.org	(415) 473-7057
Robert Hodil	rhodil@coblentzlaw.com	(415) 772-5738
Scott Hochstrasser	slh3ipa@gmail.com	(415) 572-2777
Phil Boyle	pboyle@tcmmail.org	(415) 927-5067
Patrick Kelly	pkelly@cityofmillvalley.org	(415) 388-4039



**MARIN LAFCO**  
**APPLICATION QUESTIONNAIRE**

In accordance with requirements set forth in the California Government Code, the Commission must review specific factors in its consideration of this proposal. In order to facilitate the Commission’s review, please respond to the following questions:

**I. GENERAL INFORMATION**

3. Please check the method by which this application was initiated:

- Petition (Landowner)  
 Resolution of Application (City/Town or District)

4. Does the application possess 100% written consent of each property owner in the subject territory? Yes  No

9. A. This application is being submitted for the following boundary change:

(BE SPECIFIC: For example, “annexation,” “reorganization”)

Reorganization consisting of detachment of territory from the City of Mill Valley, annexation into the Town of Corte Madera and Sanitation District No. 2, and coterminous sphere of influence boundary amendments.

B. The reason for the proposed action(s) being requested:

(BE SPECIFIC: For example, “Annexation to sewer district for construction of three homes”)

To resolve an encroachment of improvements at 800 Corte Madera Ave. in the Town of Corte Madera on portion of adjacent property in the City of Mill Valley. Upon completion of the reorganization and a lot line adjustment, the encroachment area will become part of the 800 Corte Madera Ave property located entirely in Town of Corte Madera.

4. State general location of proposal:

A 21,860 square foot (under 0.5-acre) portion of the approximately 37-acre Alto Bowl Preserve in Mill Valley, adjacent to 800 Corte Madera Avenue in Corte Madera.



**Marin Local Agency Formation Commission**  
Regional Service Planning | Subdivision of the State of California

5. Is the proposal within a city's boundaries?  
Yes  Which city? City of Mill Valley  
No  If the proposal is adjacent to a city, provide city name: \_\_\_\_\_
6. Is the subject territory located within an island of unincorporated territory?  
Yes  No  If applicable, indicate city \_\_\_\_\_  
\_\_\_\_\_
7. Would this proposal create an island of unincorporated territory? Yes  No   
If yes, please justify proposed boundary change: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Provide the following information regarding the area proposed for annexation:  
(Attach additional if needed)
- |                                       |   |
|---------------------------------------|---|
| <b>A. Assessor's Parcel Number(s)</b> | <b>Site Address(es)</b>   |
| <u>033-200-01 (portion)</u>           | <u>None. Property is part of the Alto Bowl Preserve.</u>            |
| _____                                 | <u>Currently, the portion of the Alto Bowl Preserve at issue is</u> |
| _____                                 | <u>only accessible through the property at 800 Corte Madera</u>     |
| _____                                 | <u>Avenue adjacent to the Preserve.</u>                             |
| _____                                 | _____   |
- B. Total number of parcels included in this application: Portion of 1
9. Total land area in acres: 21,680 sq. ft.



## II. LAND USE AND DEVELOPMENT POTENTIAL

1. Describe any special land use concerns:

None, the property is currently improved with residential accessory uses, which are consistent with the O-A zoning district.  
Reorganization of the property would be consistent with current and future anticipated uses and agreed upon conveyance  
of the property from the Marin County Open Space District (MCOSD) to the 800 Corte Madera Avenue property owner.

2. Indicate current land use: (such as: number of dwellings, permits currently held, etc.)

The current land use is residential, the land contains portions of a basketball court, elevated garden planter boxes,  
stairs, retaining walls, and gravel pathways, associated with a single family home located on a parcel within the  
Town of Corte Madera, outside of the encroachment area.

3. Indicate the current zoning (either city/town or county) title and densities permitted:

City of Mill Valley Open Area District (O-A), this zoning designation is limited to lands of a public agency such as a county, city,  
or district. Permitted uses are low density uses including public parks, crop farming, golf courses, country clubs  
wildlife reserves, and equestrian and hiking areas. No specific development densities are provided for the O-A district.

4. Has the area been rezoned? No  \_\_\_\_\_ N/A \_\_\_\_\_ Yes \_\_\_\_\_

What is the rezoning classification, title and densities permitted?

The 800 Corte Madera property owner is concurrently seeking rezoning to the Town of Corte Madera's Open Residential District (R-1-C).  
Development densities are established through the design review process. Lot sizes must be a minimum of 5 acres and only one single-  
family dwelling is permitted per lot. As permitted by the zoning, the 800 Corte Madera property has one existing single-family unit.

5. Describe the specific development potential of the property: (Number of units allowed in zoning)

The reorganized territory has limited development potential as it is currently improved with a basketball court, garden planter boxes  
stairs, retaining walls, and gravel pathways, and pursuant to the transfer agreement between MCOSD and 800 Corte Madera LLC,  
deed restrictions will limit future development to substantially similar improvements with no additional dwellings or structures.





**III. ENVIRONMENT**

1. Is the site presently zoned or, designated for, or engaged in agricultural use?

Yes X \_\_\_\_\_ No \_\_\_\_\_

If yes, explain: The property is zoned O-A which allows crop farming, truck gardening, and grazing, but no such uses are presently occurring on the property.

2. Will the proposal result in a reduction of public or private open space?

Yes X \_\_\_\_\_ No \_\_\_\_\_

If yes, explain: The 37-acre Alto Bowl Preserve would be reduced by approximately 21,680 sq. ft (1.35%). However, the subject area has been fenced and inaccessible as public open space for over 20 years. Further, the reorganization would enable funds to be provided to Marin County Open Space District for habitat restoration and fire-fuel reduction activities at Alto Bowl Preserve.

3. Will service extension accomplished by this proposal induce growth in:

- A. This site? Yes \_\_\_\_\_ No X \_\_\_\_\_ N/A \_\_\_\_\_
- B. Adjacent sites? Yes \_\_\_\_\_ No X \_\_\_\_\_ N/A \_\_\_\_\_
- C. Unincorporated? Yes \_\_\_\_\_ No X \_\_\_\_\_
- D. Incorporated? Yes \_\_\_\_\_ No X \_\_\_\_\_

4. State general description of site topography: The site is located on a hillside that has been graded with a balanced cut and fill on site. The grading resulted in the placement of two 5 to 6 ft. high retaining walls approximately 100ft in length. The grading and retaining walls established two flattened areas, one for the planters and the other for the basketball court.

5. Indicated Lead Agency for this project: Town of Corte Madera

6. Indicate Environmental Determination by Lead Agency: Categorically exempt from CEQA  
 with respect to (indicate project) Rezoning and Lot Line Adjustment  
 Dated: Anticipated determination - pending with concurrent application to Town of Corte Madera

**(COPY OF ENVIRONMENTAL DOCUMENTS MUST BE SUBMITTED WITH APPLICATION.)**



**III. INDEMNIFICATION AGREEMENT**

As part of this Application, Applicant and its successors and assigns, shall indemnify, defend and hold harmless, LAFCo, its officials, officers, employees, agents, representatives, contractors and assigns from and against any and all claims, demands, liability, judgments, damages (including consequential damages), awards, interests, attorneys’ fees, costs and expenses of whatsoever kind or nature, at any time arising out of, or in any way connected with any legal challenges to or appeals associated with LAFCo’s review and/or approval of the Application (collectively, “Indemnification Costs”). Applicant’s obligation to indemnify, defend and hold harmless LAFCo, its officials, officers, employees, agents, representatives, contractors and assigns under this Agreement shall apply regardless of fault, to any acts or omissions, or negligent conduct, whether active or passive, on the part of the Applicant, LAFCo, its officials, officers, employees, agents, representatives, contractor or assigns. Applicant’s obligation to defend LAFCo, its officials, officers, employees, agents, representatives, contractor or assigns under this Agreement shall be at Applicant’s sole expense and using counsel selected or approved by LAFCo in LAFCo’s sole discretion.

In the event of a lawsuit, Applicant will be notified by LAFCo within three (3) business days of being served. An invoice will be submitted to the Applicant by LAFCo for an amount between \$10,000 and \$25,000 to cover a portion of the Indemnification Costs (“Reserve”), which shall depend upon the estimated cost to resolve the matter and shall be determined in LAFCo’s sole discretion. Applicant shall pay the Reserve to LAFCo within seven (7) calendar days of LAFCo’s request. The Reserve shall be applied against LAFCo’s final bill for the Indemnification Costs, with any unused portion to be returned to Applicant. LAFCo shall bill Applicant month for the Indemnification Costs, which shall be paid to LAFCo no later than 15 calendar days after receipt of LAFCo’s bill. LAFCo may stop defending the matter, if at any time LAFCo has not received timely payment of the Reserve and/or the Indemnification Costs. This will not relieve Applicant of any of its obligations pursuant to this Agreement.

As the Applicant I hereby attest with signature,

Craig Richardson Digitally signed by Craig Richardson  
Date: 2021.09.13 14:22:13 -07'00'

Applicant Signature

**Craig Richardson**

Print Name

**9/13/2021**

Date

Senior Open Space Planner

Title



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

**AGENDA REPORT**  
February 10, 2022  
Item No. 5 (Public Hearing)

**TO:** Local Agency Formation Commission

**FROM:** Olivia Gingold, Clerk/Jr. Analyst

**SUBJECT:** Approval of Resolution 22-04, Request for Outside Sewer Service from the City of Mill Valley for 11 Brighton Blvd., Mill Valley. (APN 045-193-16) (LAFCo File #1362)

## Background

Marin LAFCo has received an application from Alan Piombo on behalf of the City of Mill Valley requesting approval for an outside service extension from the City of Mill Valley to landowner Jon Grabham's parcel. This lot is approximately 1.12 acres, is developed with 1 single-family home, 1 ADU, and 1 JDU, and has a failing septic system that necessitates sewer connection. The affected territory is in an unincorporated area near Panoramic Highway in the Muir Park neighborhood. The parcel has a situs address of 11 Brighton Blvd. (APN 045-193-16). The City of Mill Valley has assigned landowner, Jon Grabham, as the agent of the application, and signatory consent has been collected from both landowners—Jon and David Grabham. The proposal, as stated in the application questionnaire, is to replace a failing septic line.

The parcel in question shares its backyard with a parcel that is within Mill Valley, but while the parcel is close enough to connect to Mill Valley services, it is not directly connected to Mill Valley based on the streets that lead to the property. The City is not looking to annex this area into its jurisdiction for this reason, so it instead created a special agreement so it can properly collect for the sewer services it is providing. Although the parcel is not within the City of Mill Valley's sphere of influence, Outside of Area Service Agreements like this are permitted by Government Code §56133. The City of Mill Valley has shared this OSA with its City Council; the council approved the action.

The landowner does need an easement which has not been completed yet, but the landowner has confirmed that their neighbors have verbally consented to the easement and proceedings are underway; the applicant is waiting for the completion of a land sale agreement that hasn't been completed yet to finalize the easement agreement. A term of condition has been added as a condition of approval to the resolution for the application.

Staff has requested comments from the City of Mill Valley, along with other interested agencies. All comments were in support or neutral. Staff recommends approving this application.

## Staff Recommendation for Action

1. Staff recommendation – Approve the requested Outside Service Agreement for 11 Brighton Blvd., and approve the attached Resolution No. 22-04.
2. Alternate Option 1 – Deny the request.
3. Alternate Option 2 – Continue consideration of the item to the next regular meeting, and provide direction to staff, as needed.

## Attachments:

- 1) Resolution #22-04
- 2) Application Packet

### Administrative Office

Jason Fried, Executive Officer  
1401 Los Gatos Drive, Suite 220  
San Rafael, California 94903  
T: 415-448-5877 E: staff@marinlafco.org  
www.marinlafco.org

Dennis Rodoni, Regular  
County of Marin

Judy Arnold, Regular  
County of Marin

Damon Connolly, Alternate  
County of Marin

Sashi McEntee, Chair  
City of Mill Valley

Barbara Coler, Regular  
Town of Fairfax

James Campbell, Alternate  
City of Belvedere

Lew Kiou, Vice Chair  
Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member

**MARIN LOCAL AGENCY FORMATION COMMISSION**

**RESOLUTION 22-04**

**RESOLUTION APPROVING A REQUEST FOR OUTSIDE SEWER SERVICE  
FOR 11 BRIGHTON BLVD.**

“Request for Outside Sewer Service from the City of Mill Valley for 11 Brighton Blvd.,  
Mill Valley. (APN 045-193-16)”

**WHEREAS** The City of Mill Valley has filed an application with the Marin Local Agency Formation Commission, hereinafter referred to as “Commission,” pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 to extend outside sewer service to approximately 1.12 acres of unincorporated land east of Panoramic Highway in the Muir Park neighborhood (“Property”); and

**WHEREAS** the property is an entire lot developed with an existing single-family residence, additional ADU, and additional JDU located at 11 Brighton Blvd. and identified by the County of Marin Assessor’s Office as APN 045-193-16; and

**WHEREAS** the landowner has shown proof through a letter sent by the County of Environmental Health Services that his failing septic system is a threat to the health and safety of the public and affected residents satisfying GC §56133(c)(1) and staff sent a notice to other service providers in the area pursuant to GC §56133(c)(2), thereby satisfying the requirements of GC §56133(c) for service extension to an area outside of the affected agency’s Sphere of Influence; and

**WHEREAS** the Commission’s staff has reviewed the proposal and prepared a report with recommendations; and

**WHEREAS** the staff’s report and recommendations on the proposal have been presented to the Commission in the manner provided by law.

**NOW THEREFORE**, the Marin Local Agency Formation **DOES HEREBY RESOLVE, DETERMINE AND ORDER** as follows:

Section 1. The boundaries, as set forth in the proposal, are hereby approved as submitted and are as described and depicted in Exhibits “A” and “B” attached hereto and by this reference incorporated herein.

1. Approve the Request for Outside Sewer Service from the City of Mill Valley for 11 Brighton Blvd., Mill Valley. (APN 045-193-16) as shown and described on Exhibits “A” and “B”.

Section 2. The proposal is not consistent with the adopted sphere of influence of the City of Mill Valley, but outside service extension of this nature is permitted by Ca. Gov. Code §56133

Section 3. As a condition of approval, that an easement is executed between the Property Owner and all neighbors whose properties must be crossed to install the sewer connection within 1 year of the date of approval of this proposal.

Section 4. As Responsible Agency under CEQA for the proposed outside service extension to APN 045-193-16 by the City of Mill Valley, LAFCo finds that the Project is exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15303.

**PASSED AND ADOPTED** by the Marin Local Agency Formation Commission on February 10, 2022  
by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Sashi McEntee, Chair

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Jason Fried, Executive Officer

\_\_\_\_\_  
Malathy Subramanian, LAFCo Counsel



**Marin Local Agency Formation Commission**  
Regional Service Planning | Subdivision of the State of California

**MARIN LAFCO**

**I. PETITION FOR PROCEEDING PURSUANT TO THE CORTESE-KNOX-HERTZBERG ACT  
LOCAL GOVERNMENT REORGANIZATION ACT OF 2000**

The undersigned hereby petition(s) the Marin Local Agency Formation Commission for approval of a proposed change or organization or reorganization and stipulates as follows:

1. This proposal is made pursuant to Part 3, Division 3, and Title 5 of the California Government Code (commencing with Section 56000, Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000).
2. The specific change(s) of organization proposed (i.e. Annexation, Detachment, Reorganization, etc.) is/are no boundary change, OSA only
3. The boundaries of the territory(ies) included in the proposal are as described in Exhibits "A" and "B" attached hereto and by this reference incorporated herein.
4. The territory(ies) included in the proposal is/are:
  - Inhabited (12 or more registered voters)
  - Uninhabited (11 or fewer registered voters)
5. This proposal is  or is not  consistent with the sphere(s) of influence of the affected city and/or district(s).
6. The reason(s) for the proposed OSA Sewer hookup (ie. Annexation, Detachment, Reorganization, etc.) is/are landowner is currently on a failing septic line that can not be replaced due to the topography of the hill and the access to the house. The only alternative is a direct hookup to the city main sewer line.
7. The proposal is requested to be made subject to the following terms and conditions:
 

Landowner will be paying fees for this application, City of Mill Valley is applicant purs. to Gov. Code §56133
8. The persons signing this petition have signed as:
  - Registered voters
  - Owners of the land
  - On behalf of the Board, City, District, or Agency

Alan Piombo	<i>Alan E. Piombo, Jr.</i> <small>Alan E. Piombo, Jr. (Feb 3, 2022 10:32 PST)</small>	Feb 3, 2022
Print Name	Signature	Date



**Marin Local Agency Formation Commission**  
Regional Service Planning | Subdivision of the State of California

**II. LANDOWNERS SIGNATURES**  
(§56700, et seq.)

We the undersigned landowners hereby request proceedings be initiated pursuant to Government Code §56000, et seq. for the change(s) of organization described on the attached Proposal Application.

Name and Address of Applicant: Alan Piombo for City of Mill Valley  
26 Corte Madera Avenue  
Mill Valley, CA 94941

Contact Number: ( 415 ) 388-4033 Email: apiombo@cityofmillvalley.org

Agent Representative (optional)  
I/We hereby authorize Jon Grabham to act as my/our agent to process all phases of the LAFCo action relating to the parcels listed below.

Name and Address of Agent: Jon Grabham  
400 Oakdale Ave., Corte Madera, CA

Contact Number: ( 415 ) 827-0964 Email: jon@gfamilyconstruction.com

**All** applicants **must** sign. Original signatures are required.

Alan E. Piombo, Jr.  
Alan E. Piombo, Jr. (Feb 3, 2022 10:32 PST)  
Applicant Signature

Feb 3, 2022  
Date

Applicant Signature

Date

Applicant Signature

Date



Additional Notification Approval (Optional)

I/We hereby authorize, that in addition to the application representative, the persons listed below are granted permission to receive copies of application notices, and reports.

*Alan E. Piombo, Jr.*

Alan E. Piombo, Jr. (Feb 3, 2022 10:32 PST)

Applicant Signature

Please provide the names, email addresses, and phone numbers of any persons who are to be furnished copies of the Agenda, Executive Officer’s Report, and Notice of Hearings. This includes name, title, email address, and phone number of key staff you’ve worked with/talked to. This allows LAFCo to send information directly to the key person in each agency who is relevant to the application:

Please Print Name

Email Address

Phone Number

Jon Grabham jon@gfamilyconstruction.com 415-827-0964

David Grabham david@gfamilyconstruction.com 415-261-7643

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# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## II. LANDOWNERS SIGNATURES (§56700, et seq.)

We the undersigned landowners hereby request proceedings be initiated pursuant to Government Code §56000, et seq. for the change(s) of organization described on the attached Proposal Application.

Name and Address of Applicant: Jon Grabham  
400 Oakdale Ave, Corte Madera, CA

Contact Number: (415) 827-0964 Email: jon@gfamilyconstruction.com

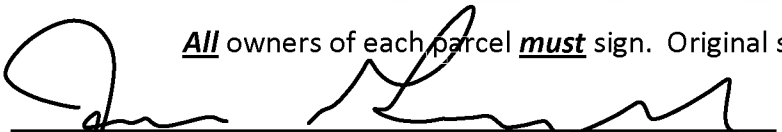
Agent Representative (optional)


I/We hereby authorize \_\_\_\_\_ to act as my/our agent to process all phases of the LAFCo action relating to the parcels listed below.

Name and Address of Agent: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Number: ( ) Email: \_\_\_\_\_

**All** owners of each parcel **must** sign. Original signatures are required.

  
\_\_\_\_\_  
Property Owner Signature 10-13-21  
Date

  
\_\_\_\_\_  
Property Owner Signature 10-13-21  
Date

\_\_\_\_\_  
Property Owner Signature Date



**Marin Local Agency Formation Commission**  
**Regional Service Planning | Subdivision of the State of California**

**MARIN LAFCO**  
**III. APPLICATION QUESTIONNAIRE**

In accordance with requirements set forth in the California Government Code, the Commission must review specific factors in its consideration of this proposal. In order to facilitate the Commission’s review, please respond to the following questions:

**GENERAL INFORMATION**

1. Please check the method by which this application was initiated:

- Petition (Landowner)
- Resolution of Application (City/Town or District)

2. Does the application possess 100% written consent of each property owner in the subject territory? Yes  No

3. A. This application is being submitted for the following boundary change:  
(BE SPECIFIC: For example, “annexation,” “reorganization”)

Connection to the sewer district for Outside Service Agreement for sewer services  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. The reason for the proposed action(s) being requested:

(BE SPECIFIC: For example, “Annexation to sewer district for construction of three homes”)  
Annexation to sewer district for health and safety of one home (main house, ADU and JDU)  
to replace a failing spetic line that can not be replaced.  
\_\_\_\_\_  
\_\_\_\_\_

4. State general location of proposal:

11 brighton blvrd, mill valley, ca. off of panoramic highway in the unincorporated area of mill valley in the Muir park neighborhood.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**Marin Local Agency Formation Commission**  
Regional Service Planning | Subdivision of the State of California

5. Is the proposal within a city's boundaries?

Yes  Which city? \_\_\_\_\_

No  If the proposal is adjacent to a city, provide city name: Mill Valley

6. Is the subject territory located within an island of unincorporated territory?

Yes  No  If applicable, indicate city \_\_\_\_\_

7. Would this proposal create an island of unincorporated territory? Yes  No

If yes, please justify proposed boundary change: \_\_\_\_\_

8. Provide the following information regarding the area proposed for annexation:  
(Attach additional if needed)

A. Assessor's Parcel Number(s)

045-193-16

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Site Address(es)

11 brighton blvrd mill valley CA

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. Total number of parcels included in this application: 1

9. Total land area in acres: 1.12 acres



**LAND USE AND DEVELOPMENT POTENTIAL**

1. Describe any special land use concerns:

N/A

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2. Indicate current land use: (such as: number of dwellings, permits currently held, etc.)

Main house, ADU, JDU

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3. Indicate the current zoning (either city/town or county) title and densities permitted:

R1-B2

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4. Has the area been rezoned? No \_\_\_\_\_ N/A  Yes \_\_\_\_\_

What is the rezoning classification, title and densities permitted?

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5. Describe the specific development potential of the property: (Number of units allowed in zoning)  
Single family residence with an ADU and JDU

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**ENVIRONMENT**

1. Is the site presently zoned, or designated for, or engaged in agricultural use?

Yes \_\_\_\_\_ No X

If yes, explain: \_\_\_\_\_  
 \_\_\_\_\_

2. Will the proposal result in a reduction of public or private open space?

Yes \_\_\_\_\_ No X

If yes, explain: \_\_\_\_\_  
 \_\_\_\_\_

3. Will service extension accomplished by this proposal induce growth in:

- A. This site? Yes \_\_\_\_\_ No X N/A \_\_\_\_\_
- B. Adjacent sites? Yes \_\_\_\_\_ No X N/A \_\_\_\_\_
- C. Unincorporated? Yes \_\_\_\_\_ No X
- D. Incorporated? Yes \_\_\_\_\_ No X

4. State general description of site topography: Steep hillside

\_\_\_\_\_  
 \_\_\_\_\_

5. Indicated Lead Agency for this project: County of Marin Health and Human services

\_\_\_\_\_

6. Indicate Environmental Determination by Lead Agency: Connection is exempt from the CaEQA under Guideline Sect. 15303 (New Construction or Conn

with respect to (indicate project) 11 brighton blvrd sewer connection

Dated: 10-04-21

**(COPY OF ENVIRONMENTAL DOCUMENTS MUST BE SUBMITTED WITH APPLICATION.)**



#### IV. INDEMNIFICATION AGREEMENT

As part of this Application, Applicant and its successors and assigns, shall indemnify, defend and hold harmless, LAFCo, its officials, officers, employees, agents, representatives, contractors and assigns from and against any and all claims, demands, liability, judgments, damages (including consequential damages), awards, interests, attorneys' fees, costs and expenses of whatsoever kind or nature, at any time arising out of, or in any way connected with any legal challenges to or appeals associated with LAFCo's review and/or approval of the Application (collectively, "Indemnification Costs"). Applicant's obligation to indemnify, defend and hold harmless LAFCo, its officials, officers, employees, agents, representatives, contractors and assigns under this Agreement shall apply regardless of fault, to any acts or omissions, or negligent conduct, whether active or passive, on the part of the Applicant, LAFCo, its officials, officers, employees, agents, representatives, contractor or assigns. Applicant's obligation to defend LAFCo, its officials, officers, employees, agents, representatives, contractor or assigns under this Agreement shall be at Applicant's sole expense and using counsel selected or approved by LAFCo in LAFCo's sole discretion.

In the event of a lawsuit, Applicant will be notified by LAFCo within three (3) business days of being served. An invoice will be submitted to the Applicant by LAFCo for an amount between \$10,000 and \$25,000 to cover a portion of the Indemnification Costs ("Reserve"), which shall depend upon the estimated cost to resolve the matter and shall be determined in LAFCo's sole discretion. Applicant shall pay the Reserve to LAFCo within seven (7) calendar days of LAFCo's request. The Reserve shall be applied against LAFCo's final bill for the Indemnification Costs, with any unused portion to be returned to Applicant. LAFCo shall bill Applicant month for the Indemnification Costs, which shall be paid to LAFCo no later than 15 calendar days after receipt of LAFCo's bill. LAFCo may stop defending the matter, if at any time LAFCo has not received timely payment of the Reserve and/or the Indemnification Costs. This will not relieve Applicant of any of its obligations pursuant to this Agreement.

As the Applicant I hereby attest with signature,

Alan E. Piombo, Jr.  
Alan E. Piombo, Jr. (Feb 3, 2022 10:32 PST)

Applicant Signature

Alan E. Piombo, Jr,

Print Name

02/03/2022

Date

City Manager

Title



**V. PLAN FOR PROVIDING SERVICES**  
(For City/Town or District Only)

This section to be completed by a city/town or district representative for all **applications initiated by resolution or as required by Executive Officer.**

1. Enumerate and describe services to be extended to the affected territory:

Police: None

Fire: None

Sewer: Service by connection to City sewer main

Water: None

Other: N/A

2. Advise whether any of the affected agencies serving or expected to serve this site are current operating at or near capacity: No

\_\_\_\_\_

\_\_\_\_\_

3. Describe the level and range of services: Sewer service for existing (1) single family residence; (1) accessory dwelling unit; (1) Junior dwelling unit

\_\_\_\_\_

4. Indicate when services can/will be extended to the affected territory:

Sewer main to service site is existing.

Applicant to secure easement and construct lateral.

5. Note any improvements or upgrading of structures, roads, sewer or water facilities, or other conditions required within the affected territory: None.

\_\_\_\_\_

\_\_\_\_\_



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

6. Describe financial arrangements for construction and operation of services extended to the affected territory. Will the territory be subject to any special taxes, charges or fees? (If so, please specify.)  
Applicant to pay sewer capacity charge and permit fees. Property will be subject to City sewer fees collected on property tax bill.

This section completed by:

Signature

Craig Tackabery

Print Name

ctackabery@cityofmillvalley.org

Contact Email

Project Manager

Title

City of Mill Valley

Agency

415 384 4800

Contact Number





# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## AGENDA REPORT

February 10, 2022  
Item No. 6 (Public Hearing)

**TO:** Local Agency Formation Commission

**FROM:** Olivia Gingold, Clerk/Jr. Analyst

**SUBJECT:** Approval of Resolution 22-05, Annexation of 1203 Simmons Lane (APN 141-090-45) to Novato Sanitary District (File #1364) with Waiver of Notice, Hearing, and Protest Proceedings.

### Background

Marin LAFCo has received an application from Jose Zaragoza (“applicant”) requesting approval to annex a lot, approximately 1.01 acres, that is moving off septic into the Novato Sanitary District (NSD). The affected territory is incorporated within the City of Novato’s boundaries, negating any issues with the Urban Growth Boundary. The parcel has a situs address of 1203 Simmons Lane (APN 141-090-45). The proposal, as stated by the applicant, is for connection to NSD to build a new home. Staff has requested comments from NSD, along with other interested agencies. All comments were in support or neutral. Staff recommends approving this application.

### Staff Recommendation for Action

1. Staff recommendation – Approve the requested annexation of 1203 Simmons Lane and approve the attached Resolution No. 22-05.
2. Alternate Option 1 – Deny the request.
3. Alternate Option 2 – Continue consideration of the item to the next regular meeting, and provide direction to staff, as needed.

### Attachments:

- 1) Resolution #22-05
- 2) Application Packet

#### Administrative Office

Jason Fried, Executive Officer  
1401 Los Gatos Drive, Suite 220  
San Rafael, California 94903  
T: 415-448-5877 E: staff@marinlafco.org  
www.marinlafco.org

Dennis Rodoni, Regular  
County of Marin

Judy Arnold, Regular  
County of Marin

Damon Connolly, Alternate  
County of Marin

Sashi McEntee, Chair  
City of Mill Valley

Barbara Coler, Regular  
Town of Fairfax

James Campbell, Alternate  
City of Belvedere

Lew Kiou, Vice Chair  
Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member

**MARIN LOCAL AGENCY FORMATION COMMISSION**

**RESOLUTION 22-05**

**RESOLUTION APPROVING AN ANNEXATION OF 1203 SIMMONS LANE TO NOVATO SANITARY DISTRICT WITH WAIVER OF NOTICE, HEARING AND PROTEST PROCEEDINGS**

“Annexation of 1203 Simmons Ln., Novato (APN 141-090-45) to Novato Sanitary District (LAFCo File #1364)”

**WHEREAS** Jose Zaragoza, hereinafter referred to as “Property Owner,” has filed a validated landowner petition with the Marin Local Agency Formation Commission, hereinafter referred to as “Commission,” pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000; and

**WHEREAS** the proposal seeks Commission approval to annex approximately .97 acres of incorporated land to Novato Sanitary District; and

**WHEREAS** the affected territory represents an entire lot developed with an existing single-family residence located at 1203 Simmons Lane and identified by the County of Marin Assessor’s Office as APN 141-090-45 (“Property”); and

**WHEREAS** the Commission’s staff has reviewed the proposal and prepared a report with recommendations; and

**WHEREAS** the staff’s report and recommendations on the proposal have been presented to the Commission in the manner provided by law; and

**WHEREAS** the Commission considered all the factors required by law under Government Code Section 56668 and 56668.3 and adopted local policies and procedures.

**WHEREAS** the proposal is for an annexation of territory that is uninhabited, and no affected local agency has submitted a written demand for notice and hearing as provided for in Government Code section 56662(a).

**NOW THEREFORE**, the Marin Local Agency Formation **DOES HEREBY RESOLVE, DETERMINE AND ORDER** as follows:

Section 1. The boundaries, as set forth in the proposal, are hereby approved as submitted and are as described and depicted in Exhibits “A” and “B” attached hereto and by this reference incorporated herein.

1. Approve the proposed annexation of 1203 Simmons Ln. (APN 141-090-45) to Novato Sanitary District (File #1364) as shown and described on Exhibits “A” and “B”.

Section 2. The territory includes 1.01 acres, is found to be uninhabited, and is assigned the following distinctive short form designation: “Annexation of 1203 Simmons Ln., Novato (APN 141-090-45) to Novato Sanitary District (LAFCo File #1364).”

Section 3. The proposal is consistent with the adopted sphere of influence of Novato Sanitary District.

Section 4. The Executive Officer is hereby authorized to waive notice and hearing, and protest proceedings and complete reorganization proceedings.

Section 5. As Lead Agency under CEQA for the proposed annexation of APN 141-090-45 to Novato Sanitary District, LAFCo finds that the Project is categorically exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15319 (a).

**PASSED AND ADOPTED** by the Marin Local Agency Formation Commission on February 10, 2022  
by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Sashi McEntee, Chair

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Jason Fried, Executive Officer

\_\_\_\_\_  
Malathy Subramanian, LAFCo Counsel

Attachments to Resolution No. 22-05

- a) Exhibit A – Legal Description
- b) Exhibit B – Map

# EXHIBIT A

1203 SIMMONS LANE, NOVATO  
ANNEXATION TO THE  
NOVATO SANITATION DISTRICT  
LAFCO FILE NO. 1363  
MAPPING NO. \_\_\_\_\_

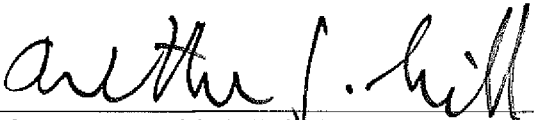
All that certain real property, situate in the County of Marin, State of California, being a portion of the Lands granted to Jose A. Zaragoza by Grant Deed recorded on August 23, 2019 by Document Number 2019-0030303, Marin County Records, and also being a portion of Rancho De Novato, and is described as follows:

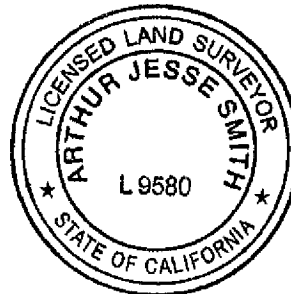
**BEGINNING** at a point in the Westerly line of Lot 51, as said Lot is shown on that certain Map entitled "Subdivision Two, Sweetser Ranch, Novato, Cal." filed Nov. 14, 1914 in Book 4 of Maps at Page 59, Marin County Records, which point bears South 16° 56' West, 429.44 feet from the Northwest corner thereof; running:

1. Thence from said point of beginning, along the existing Sanitation District Boundary, South 16° 56' West, 87.16 feet;
2. Thence South 40° 47' West, 85 feet;
3. Thence leaving said line South 49° 24' East, 241.92 feet (erroneously 214.92 feet in deed);
4. Thence North 20° 36' East, 249.50 feet;
5. Thence North 69° 24' West, 203.57 feet to the **POINT OF BEGINNING**.

Containing approximately 1.01 acres, more or less.

Prepared by:  
ILS Associates, Inc.

  
Arthur Jesse Smith, P.L.S. 9580



# EXHIBIT B



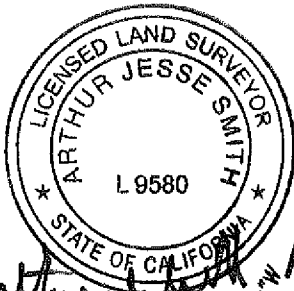
**ILS ASSOCIATES, INC.®**  
 Civil Engineering & Land Surveying  
 79 Galli Drive, Suite A  
 Novato, Ca 94949-5717  
 (415)883-9200 FAX (415)883-2763

DRAWN: J.P.G	JOB NO: 9545
DATE: 12/14/21	SHEET NO. 1 OF 1

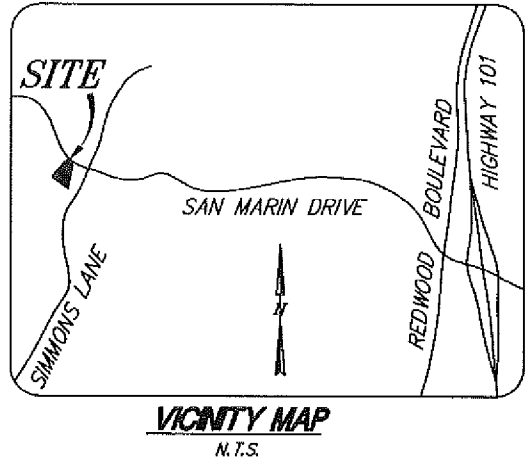
**1203 SIMMONS LANE  
 ANNEXATION TO THE  
 NOVATO SANITARY SEWER DISTRICT**

LAFCO FILE NO. 1363

MAPPING NO. \_\_\_\_\_



*Arthur Jesse Smith*  
 12-16-21



LANDS OF THE CITY OF NOVATO  
 A.P.N. 141-090-46  
 D.N. 1984-0019607  
 11 MAPS 85

POINT OF BEGINNING  
 N69°24'00"W 203.57'

A.P.N. 124-470-13

S40°47'00"W 85.00'

LANDS OF ZARAGOZA  
 1203 SIMMONS LANE  
 A.P.N. 141-090-45  
 D.N. 2019-0030303  
 CONTAINS 1.01 ACRES

PORTION OF RANCHO DE NOVATO

SAN MARIN DRIVE (WIDTH VARIES)  
 N69°24'00"W  
 ROADWAY EASEMENT 40'

LANDS OF SANCHEZ  
 1199 SIMMONS LANE  
 A.P.N. 141-090-43  
 D.N. 2019-0033116 LOT A  
 3 OS 84

241.92' (214.92' IN DEED)  
 S49°24'00"E  
 N20°36'00"E 249.50'

LOT 51  
 4 RM 59

LANDS OF FRASERSMITH FAMILY TRUST  
 1197 SIMMONS LANE  
 A.P.N. 141-090-44  
 D.N. 2012-0062867

LOT B  
 3 OS 84

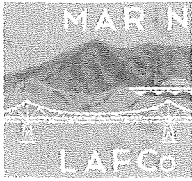
A.P.N. 141-041-31

SCALE: 1"=60'

LANDS OF MC CALLION PROPERTIES LLC  
 1191 SIMMONS LANE  
 A.P.N. 141-041-32  
 D.N. 2016-0040674

**LEGEND**

- EXISTING SANITARY SEWER DISTRICT BOUNDARY
- AREA TO BE ANNEXED
- A.P.N. ASSESSOR'S PARCEL NUMBER
- D.N. DOCUMENT NUMBER



**Marin Local Agency Formation Commission**  
Regional Service Planning | Subdivision of the State of California

**MARIN LAFCO**

**I. PETITION FOR PROCEEDING PURSUANT TO THE CORTESE-KNOX-HERTZBERG ACT**  
**LOCAL GOVERNMENT REORGANIZATION ACT OF 2000**

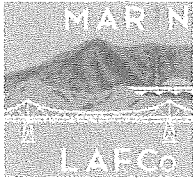
The undersigned hereby petition(s) the Marin Local Agency Formation Commission for approval of a proposed change or organization or reorganization and stipulates as follows:

1. This proposal is made pursuant to Part 3, Division 3, and Title 5 of the California Government Code (commencing with Section 56000, Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000).
2. The specific change(s) of organization proposed (i.e. Annexation, Detachment, Reorganization, etc.) is/are Annexation
3. The boundaries of the territory(ies) included in the proposal are as described in Exhibits "A" and "B" attached hereto and by this reference incorporated herein.
4. The territory(ies) included in the proposal is/are:
  - Inhabited (12 or more registered voters)
  - Uninhabited (11 or fewer registered voters)
5. This proposal is  or is not  consistent with the sphere(s) of influence of the affected city and/or district(s).
6. The reason(s) for the proposed Annexation (ie. Annexation, Detachment, Reorganization, etc.) is/are connect to Novato Sanitary District.
7. The proposal is requested to be made subject to the following terms and conditions:
8. The persons signing this petition have signed as:
  - Registered voters
  - Owners of the land
  - On behalf of the Board, City, District, or Agency

Jose Zaragoza  
Print Name

[Signature]  
Signature

11/18/21  
Date



**Marin Local Agency Formation Commission**  
Regional Service Planning | Subdivision of the State of California

**II. LANDOWNERS SIGNATURES**  
(§56700, et seq.)

We the undersigned landowners hereby request proceedings be initiated pursuant to Government Code §56000, et seq. for the change(s) of organization described on the attached Proposal Application.

Name and Address of Applicant: Jose Zaragoza  
701 De Long Ave, ste H, Novato, Ca. 94945

Contact Number: (415) 798-0402 Email: zaragozajplumbing@gmail.com

Agent Representative (optional)

I/We hereby authorize \_\_\_\_\_ to act as my/our agent to process all phases of the LAFCo action relating to the parcels listed below.

Name and Address of Agent: \_\_\_\_\_

Contact Number: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**All** owners of each parcel **must** sign. Original signatures are required.

[Signature]  
Property Owner Signature

11/18/21  
Date

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

### Additional Notification Approval (Optional)

I/We hereby authorize, that in addition to the application representative, the persons listed below are granted permission to receive copies of application notices, and reports.

  
\_\_\_\_\_  
Property Owner Signature

Please provide the names, email addresses, and phone numbers of any persons who are to be furnished copies of the Agenda, Executive Officer's Report, and Notice of Hearings. This includes name, title, email address, and phone number of key staff you've worked with/talked to. This allows LAFCo to send information directly to the key person in each agency who is relevant to the application:

Please Print Name

Email Address

Phone Number



Manijeh Larizadeh mlarizadeh@nawato.org 415-899-8907

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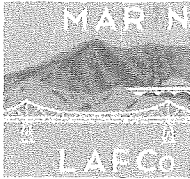
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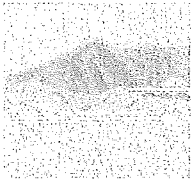
**Marin Local Agency Formation Commission**  
Regional Service Planning | Subdivision of the State of California

**MARIN LAFCO**  
**III. APPLICATION QUESTIONNAIRE**

In accordance with requirements set forth in the California Government Code, the Commission must review specific factors in its consideration of this proposal. In order to facilitate the Commission's review, please respond to the following questions:

**GENERAL INFORMATION**

1. Please check the method by which this application was initiated:  
 Petition (Landowner)  
 Resolution of Application (City/Town or District)
  
2. Does the application possess 100% written consent of each property owner in the subject territory? Yes  No
  
3. A. This application is being submitted for the following boundary change:  
(BE SPECIFIC: For example, "annexation," "reorganization")  
building a home, annexation  
\_\_\_\_\_  
\_\_\_\_\_
  
- B. The reason for the proposed action(s) being requested:  
(BE SPECIFIC: For example, "Annexation to sewer district for construction of three homes")  
Annexation to sewer district for construction of a new home.  
\_\_\_\_\_  
\_\_\_\_\_
  
4. State general location of proposal:  
By San Marin Dr.  
\_\_\_\_\_  
\_\_\_\_\_



**Marin Local Agency Formation Commission**  
 Approved by the Voting Qualifiers of the State of California

5. Is the proposal within a city's boundaries?

Yes  Which city? Novato

No  If the proposal is adjacent to a city, provide city name: \_\_\_\_\_

6. Is the subject territory located within an island of unincorporated territory?

Yes  No  If applicable, indicate city \_\_\_\_\_

7. Would this proposal create an island of unincorporated territory? Yes  No

If yes, please justify proposed boundary change: \_\_\_\_\_

8. Provide the following information regarding the area proposed for annexation:

(Attach additional if needed)

A. Assessor's Parcel Number(s)

141-090-045

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

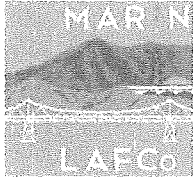
Site Address(es)

1203 Simmons Ln, Novato, Ca. 94945

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

B. Total number of parcels included in this application: 1

9. Total land area in acres: 1.01



**LAND USE AND DEVELOPMENT POTENTIAL**

1. Describe any special land use concerns:

N/A

2. Indicate current land use: (such as: number of dwellings, permits currently held, etc.)

1 dwelling, city of Novato permits

3. Indicate the current zoning (either city/town or county) title and densities permitted:

RI-7.5 Residential

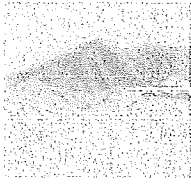
4. Has the area been rezoned? No \_\_\_\_\_ N/A  Yes \_\_\_\_\_

What is the rezoning classification, title and densities permitted?

N/A

5. Describe the specific development potential of the property: (Number of units allowed in zoning)

2 units



ENVIRONMENT

1. Is the site presently zoned, or designated for, or engaged in agricultural use?

Yes \_\_\_\_\_ No X

If yes, explain: \_\_\_\_\_  
\_\_\_\_\_

2. Will the proposal result in a reduction of public or private open space?

Yes \_\_\_\_\_ No ✓

If yes, explain: \_\_\_\_\_  
\_\_\_\_\_

3. Will service extension accomplished by this proposal induce growth in:

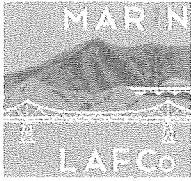
- A. This site? Yes X No - N/A \_\_\_\_\_
- B. Adjacent sites? Yes \_\_\_\_\_ No ✓ N/A \_\_\_\_\_
- C. Unincorporated? Yes \_\_\_\_\_ No ✓
- D. Incorporated? Yes X No \_\_\_\_\_

4. State general description of site topography: flat, cleared land  
\_\_\_\_\_  
\_\_\_\_\_

5. Indicated Lead Agency for this project: City of Novato  
\_\_\_\_\_

6. Indicate Environmental Determination by Lead Agency: Notice of Exemption  
with respect to (indicate project) Construction of one new single-family residence  
Dated: 10/14/21

**(COPY OF ENVIRONMENTAL DOCUMENTS MUST BE SUBMITTED WITH APPLICATION.)**

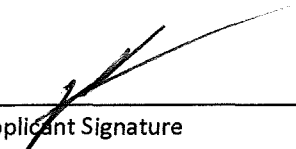


**IV. INDEMNIFICATION AGREEMENT**

As part of this Application, Applicant and its successors and assigns, shall indemnify, defend and hold harmless, LAFCo, its officials, officers, employees, agents, representatives, contractors and assigns from and against any and all claims, demands, liability, judgments, damages (including consequential damages), awards, interests, attorneys’ fees, costs and expenses of whatsoever kind or nature, at any time arising out of, or in any way connected with any legal challenges to or appeals associated with LAFCo’s review and/or approval of the Application (collectively, “Indemnification Costs”). Applicant’s obligation to indemnify, defend and hold harmless LAFCo, its officials, officers, employees, agents, representatives, contractors and assigns under this Agreement shall apply regardless of fault, to any acts or omissions, or negligent conduct, whether active or passive, on the part of the Applicant, LAFCo, its officials, officers, employees, agents, representatives, contractor or assigns. Applicant’s obligation to defend LAFCo, its officials, officers, employees, agents, representatives, contractor or assigns under this Agreement shall be at Applicant’s sole expense and using counsel selected or approved by LAFCo in LAFCo’s sole discretion.

In the event of a lawsuit, Applicant will be notified by LAFCo within three (3) business days of being served. An invoice will be submitted to the Applicant by LAFCo for an amount between \$10,000 and \$25,000 to cover a portion of the Indemnification Costs (“Reserve”), which shall depend upon the estimated cost to resolve the matter and shall be determined in LAFCo’s sole discretion. Applicant shall pay the Reserve to LAFCo within seven (7) calendar days of LAFCo’s request. The Reserve shall be applied against LAFCo’s final bill for the Indemnification Costs, with any unused portion to be returned to Applicant. LAFCo shall bill Applicant month for the Indemnification Costs, which shall be paid to LAFCo no later than 15 calendar days after receipt of LAFCo’s bill. LAFCo may stop defending the matter, if at any time LAFCo has not received timely payment of the Reserve and/or the Indemnification Costs. This will not relieve Applicant of any of its obligations pursuant to this Agreement.

As the Applicant I hereby attest with signature,

  
\_\_\_\_\_  
Applicant Signature

4/18/21  
\_\_\_\_\_  
Date

José A Zaragoza  
\_\_\_\_\_  
Print Name

Owner  
\_\_\_\_\_  
Title



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## AGENDA REPORT

February 10, 2022  
Item No. 7 (Public Hearing)

**TO:** Local Agency Formation Commission

**FROM:** Jason Fried, Executive Officer  
Olivia Gingold, Clerk/Jr. Analyst

**SUBJECT:** Approval of Resolution 22-06, Approving a Sphere of Influence Amendment and Reorganization of County Service Area #18 Including Detachment of 2753 Parcels and Divestiture of Power to Provide Certain Service with Marin County Open Space District (LAFCo File #1363)

### Background

When the LAFCo Commission approved the 2019 San Rafael Area MSR one of its suggestions was that CSA 18 should reduce its boundaries to better represent the area it currently serves. As noted in the MSR, CSA 18 was originally formed in 1973 to help pay for a bond to purchase land which is now known as the San Pedro Open Space Preserve. In 1994 that bond was fully paid off and the land was transferred to the Marin County Open Space District to oversee and manage. Had that been the full story of this CSA then it would have been dissolved similar to CSAs 23 and 25 which had similar purposes for different large parcels of land in other parts of Marin County. However, in the 1980s due to the need to transfer the services of Gallinas Village Community Services District (CSD) to the County, the decision was made to make a Zone of Benefit within CSA 18 to transfer the CSD assets and take responsibility for the CSD activities. Currently, CSA 18's only LAFCo approved activity is Parks and Recreation. All other powers available to CSAs are currently a latent power of this CSA.

After our 2019 MSR, the Citizens Advisory Board (AB) for CSA 18 met 6 times to discuss what a new boundary should be for the CSA. LAFCo staff helped advise them on this process. The AB reviewed and discussed many options with the final decision being what is being presented to you today. The boundary being presented includes all private parcels that pay into the Zone of Benefit along with some government-owned lands. There is one small park that the CSA helps pay to maintain that does not touch the rest of the new boundary. This causes a small island of CSA 18 that is just outside the rest of the CSA. While not common and normally not advised, staff does support the decision of the CSA 18 AB on this matter of keeping this parcel within the CSA since its funds are used to maintain it.

In addition, we need to adjust the SOI for CSA 18. Currently, the SOI is coterminous with the current boundary. CSAs traditionally have coterminous SOI and boundaries. The SOI being suggested for CSA 18 is larger than the new boundary that is being presented (see attachment). This is to allow an easier discussion with areas that may be annexed in the future. These areas are not being included in the new boundary today since they don't currently pay into the Zone of Benefit but may in the future be willing to pay to help maintain the neighborhood parks. This is a discussion that will happen in the future when the CSA sees both a need and desire by the surrounding community to agree to pay to be included in the CSA.

This item has received a few public comment letters (attached). Most of the comments are dealing with a street median and if it should remain in CSA 18. Unfortunately, there has been misinformation being distributed about this matter around the community. There seems to be a belief that if the street median stays in the CSA that current parks funds will be used to maintain the median in the future. This is simply not correct. As stated above the only activity that the CSA 18 can spend funds on is for the parks and

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County of Marin

Judy Arnold, Regular  
County of Marin

Damon Connolly, Alternate  
County of Marin

Sashi McEntee, Chair  
City of Mill Valley

Barbara Coler, Regular  
Town of Fairfax

James Campbell, Alternate  
City of Belvedere

Lew Kiou, Vice Chair  
Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member

recreation issues. Street median maintenance is not an active power of the CSA 18 and the application does not request activation of that power. The County has also done a review of its funds not long ago that showed the CSA has not spent funds on the street median. It is staff's understanding that the street median has been part of the AB board's discussions in the past. The reason is that years ago the County was looking to pave over the median and a group of local volunteers decided to take on the care of the median. From time to time the AB has had discussions about this item since it was really the only government open forum to have this discussion with the community. While the new boundaries of CSA 18 do not include the full community who enjoys the work of the volunteers, the AB meetings are open to anybody, both those in the CSA and those outside of the CSA, so can still be a place to have these discussions. Staff's position on this is that as long as no CSA 18 funds are spent on street medians it does seem to be the best place for a government/public discussion to occur on the matter as there are no other local AB to take on this issue at this time.

Supervisor Connolly on January 25, 2022, had his annual meeting with the neighborhood association to talk about various issues. LAFCo staff attended in case CSA 18 was brought up to both listen to and help address any issues mentioned. The community did have some questions. Some were based on the misinformation mentioned above to which LAFCo staff informed the group with accurate information. Others had questions about why the border was made the way it was and wanted to see more people paying into the CSA. An AB board member who was at the meeting helped address that item of why the boundaries are drawn the way they are.

As part of the agency review process, we did receive one comment letter from LGVSD (attachment 3). It does appear that the public misinformation was presented at one of their meetings which caused some of the comments made. LAFCo staff did send a response to LGVSD to make sure they had accurate and correct information. All other agencies were either in support or neutral of this application.

**Staff Recommendation for Action**

1. Staff recommendation – Approve the requested reorganization of CSA 18 and updated SOI by approving the attached Resolution No. 22-06.
2. Alternate Option 1 – Deny the request.
3. Alternate Option 2 – Continue consideration of the item to the next regular meeting, and provide direction to staff, as needed.

Attachments:

- 1) Resolution #22-06
- 2) Application Packet
- 3) Comments from LGVSD
- 4) Public Comment letters

**MARIN LOCAL AGENCY FORMATION COMMISSION**

RESOLUTION 22-06

**RESOLUTION APPROVING A SPHERE OF INFLUENCE AMENDMENT AND REORGANIZATION OF COUNTY SERVICE AREA #18 INCLUDING DETACHMENT OF 2753 PARCELS AND DIVESTITURE OF POWER TO PROVIDE CERTAIN SERVICES WITH MARIN COUNTY OPEN SPACES DISTRICT**

“Sphere of Influence Amendment and Reorganization of County Service Area #18” (LAFCo File #1363)”

**WHEREAS**, a proposal for the reorganization of County Service Area #18 including detachment of certain territory from the CSA and divestiture of powers authorizing the CSA to work with the Marin County Open Spaces District for the purposes of purchasing and transfer land to has been filed with the Executive Officer of this Local Agency Formation Commission pursuant to pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Title 5, Division 3, commencing with Section 56000 of the Government Code; and

**WHEREAS** CSA 18 was originally formed to pay for a bond for the purpose of buying land that would be transferred to the Marin County Open Space District, which has now occurred; and,

**WHEREAS** in the 1985 LAFCo approved Resolution 85-16 which authorized the dissolution the Gallinas Village Community Services District and transfer of all its assets and liabilities to a Zone of Benefit Marin County created for CSA 18; and

**WHEREAS** Marin County has utilized its Parks and Recreation department to oversee all activities of CSA 18; and

**WHEREAS** CSA 18's only active power authorized by LAFCo is for Park and Recreation activities; and

**WHEREAS** this proposal was signed and validated by Max Korten for County Service Area #18, hereinafter referred to as “applicant,” has filed a validated Resolution of Application with the Marin Local Agency Formation Commission, hereinafter referred to as “Commission,”

**WHEREAS**, said proposal was made in the form of a resolution of application adopted by the Board of Supervisors of the County of Marin; and

**WHEREAS** the affected territory as outlined in Exhibits “A” and “B” represents unincorporated area northwest of the City of San Rafael and northeast of Marin Civic Center in the Las Gallinas area, which contains a mix of residential and parks parcels, and is identified by the County of Marin Assessor’s Office as the list of APNs attached and labelled “Exhibit C.”

**WHEREAS** the proposal seeks Commission approval to detach all but 157.47 acres of unincorporated land from the 3914.37 acres that CSA 18 currently encompasses, make a concurrent sphere amendment, and divest the powers of working with the Marin County Open Space District for the purposes of purchasing and transfer land to the service area; and

**WHEREAS** the new district boundaries are consistent with the proposed sphere of influence amendment and the Commission, pursuant to G.C. §56425(e), is conducting a concurrent service review; and,

**WHEREAS** the Commission considered all the factors required by law under Government Code Section 56668 and 56668.3 and adopted local policies and procedures; and,

**WHEREAS**, at the time and in the form and manner prescribed by law, the Executive Officer has given notice of public hearing by this Commission upon said proposal; and



**WHEREAS**, the Executive Officer has reviewed the proposal and prepared a report, including a recommendation thereon, the proposal and report having been presented to and considered by this Commission; and

**WHEREAS** the staff's report and recommendations on the proposal have been presented to the Commission in the manner provided by law; and

**WHEREAS** the public hearing on said proposal was held by this Commission upon the date and at the time and place specified in the notice of public hearing, and all interested persons present and not present were afforded an opportunity to speak and be heard on this matter.

**NOW THEREFORE**, the Marin Local Agency Formation **DOES HEREBY RESOLVE, DETERMINE AND ORDER** as follows:

Section 1. The boundaries, as set forth in the proposal, are hereby approved as submitted and are as described and depicted in Exhibits "A" and "B" attached hereto and by this reference incorporated herein.

Section 2. The reorganization is hereby approved as submitted subject to the following conditions:

- a. Amend the Sphere of Influence of the County Service Area #18 to reflect that outlined in the submitted application materials and make the written determinations pursuant to Government Code section 56245(e) as provided for in Exhibit "C" attached hereto and incorporated herein by reference.
- b. Approve the proposed reorganization of County Service Area #18 including the detachment of 2753 parcels from CSA 18 to create a new service area as shown and described in Exhibits "A" and "B" and divest from CSA 18 the power to working with the Marin County Open Space District for the purposes of purchasing and transfer land.
- c. The effective date of annexation shall be the earliest possible date following completion of all other annexation proceedings.

Section 3. The affected territory includes an area of approximately 3914.37 acres, is found to be inhabited, and is assigned the following distinctive short form designation: "Sphere of Influence Amendment and Reorganization of County Service Area #18 (LAFCo File #1363)"

Section 4. The proposal is consistent with the proposed sphere of influence for CSA #18 as amended.

Section 5. The Executive Officer is hereby authorized to complete reorganization proceedings in the manner prescribed by Section 57000 of the Government Code.

Section 6. As Responsible Agency under CEQA for the proposed sphere of influence update and reorganization, LAFCo finds that the sphere of influence update and reorganization are categorically exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15061(b)(3).

**PASSED AND ADOPTED** by the Marin Local Agency Formation Commission on February 10, 2022  
by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Sashi McEntee, Chair

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Jason Fried, Executive Officer

\_\_\_\_\_  
Malathy Subramanian, LAFCo Counsel

Attachments to Resolution No. 22-06

- a) Exhibit A "Legal Description"
- b) Exhibit B "Map"
- c) Exhibit C "List of Boundary Parcels"
- d) Exhibit D "SOI Determinations"

EXHIBIT "A"  
DETACHMENT FROM COUNTY SERVICE AREA #18

BEGINNING at a point on the northerly line of North San Pedro Road, said point also being the most southerly corner of Lot 1 as shown on the Final Map entitled "Map of Gallinas Village, Unit One", filed in Volume 7 of Official Maps at Page 12, Marin County Records;

1. thence leaving said Point of Beginning, northwesterly along the westerly line of said Lot 1 and said "Map of Gallinas Village", North 47°33'33" West, a distance of 227.56';
2. thence continuing along said line, North 43°16'30" West, a distance of 1627.32 feet to the northwesterly corner of Lot 27 of said "Map of Gallinas Village";

thence easterly along the northerly line of said Lot 27 and said "Map of Gallinas Village" the following courses and distances:

3. North 66°20'00" East, 19.98 feet;
4. thence North 77°20'00" East, 283.00 feet;
5. thence North 88°34'00" East, 200.00 feet;
6. thence South 85°08'00" East, 104.71 feet to the northwesterly corner of Lot 401, as shown on the Final Map entitled "Map of Gallinas Village Unit Four", filed in Volume 7 of Maps, at Page 62, Marin County Records;

thence easterly along the northerly line of said Lot 401 and said "Map of Gallinas Village Unit Four" the following courses and distances:

7. South 85°08'00" East, 95.29 feet;
8. thence South 73°33'00" East, 211.00 feet;
9. thence South 66°37'00" East, 200.00 feet;
10. thence South 76°57'00" East, 200.00 feet;
11. thence North 87°13'00" East, 200.00 feet;
12. thence North 64°27'00" East, 200.00 feet;
13. thence North 40°57'00" East, 110.00 feet;
14. thence North 32°15'00" East, 65.00 feet to the southwesterly corner of Lot 501, as shown on the Final Map entitled "Map of Gallinas Village Unit Five", filed in Volume 7 of Maps, at Page 76, Marin County Records;

thence easterly along the northerly line of said Lot 501 and said "Map of Gallinas Village Unit Five" the following courses and distances:

15. North  $32^{\circ}15'00''$  East, 135.00 feet;
16. thence North  $08^{\circ}45'00''$  East, 254.00 feet to the southwesterly corner of Lot 600, as shown on the Final Map entitled "Map of Gallinas Village Unit Six", filed in Volume 7 of Maps, at Page 88, Marin County Records;

thence northerly along the westerly boundary of said Lot 600 and said "Map of Gallinas Village Unit Five" the following courses and distances:

17. North  $08^{\circ}45'00''$  East, 746.00 feet;
18. thence North  $26^{\circ}30'00''$  East, 200.00 feet;
19. thence North  $33^{\circ}15'00''$  East, 289.60 feet to the most westerly corner of Lot 700, as shown on the Final Map entitled "Map of Gallinas Village Unit Seven", filed in Volume 8 of Maps, at Page 36, Marin County Records;

thence northerly and southerly along the westerly and easterly lines of said "Map of Gallinas Village Unit Seven" the following courses and distances:

20. North  $33^{\circ}15'00''$  East. 210.00 feet;
21. thence South  $56^{\circ}45'00''$  East, 140.00 feet;
22. thence North  $33^{\circ}15'00''$  East, 14.85 feet;
23. thence South  $56^{\circ}45'00''$  East, 160.00 feet;
24. thence North  $33^{\circ}15'00''$  East, 13.70 feet to a curve to the right;
25. thence along said curve to the right, having a radius of 580.00 feet, through a central angle of  $20^{\circ}34'38''$ , an arc distance of 208.30 feet;
26. thence North  $53^{\circ}20'00''$  East, 101.00 feet;
27. thence South  $36^{\circ}40'00''$  East. 100.00 feet;
28. thence North  $53^{\circ}20'00''$  East, 36.00 feet;
29. thence South  $36^{\circ}40'00''$  East, 150.00 feet;
30. thence South  $53^{\circ}20'00''$  West. 85.00 feet;
31. thence South  $36^{\circ}40'00''$  East. 150.00 feet;

32. thence South  $53^{\circ}20'00''$  West. 32.00 feet;
33. thence South  $36^{\circ}40'00''$  East. 100.00 feet;
34. thence South  $53^{\circ}20'00''$  West. 20.00 feet, to a curve to the left;
35. thence along said curve to the left, having a radius of 80.00 feet, through a central angle of  $07^{\circ}20'02''$ , an arc distance of 10.24 feet;
36. then South  $46^{\circ}28'42''$  East, 113.06 feet, to a point on a non-tangent curve to the right, from which the center of said curve bears South  $46^{\circ}28'42''$  East;
37. thence along said curve to the right, having a radius of 825.00 feet, through a central angle of  $00^{\circ}23'42''$ , an arc distance of 5.69 feet;
38. thence South  $46^{\circ}05'00''$  East, 150.00 feet, to a point on a non-tangent curve to the right, from which the center of said curve bears South  $46^{\circ}05'00''$  East;
39. thence along said curve to the right, having a radius of 675.00 feet, through a central angle of  $01^{\circ}50'00''$ , an arc distance of 21.60 feet;
40. thence South  $44^{\circ}15'00''$  East, a distance of 100.00 feet to a point on a non-tangent curve to the right, from which the center of said curve bears South  $44^{\circ}15'00''$  East;
41. thence along said curve to the right, having a radius of 575.00 feet, through a central angle of  $03^{\circ}10'00''$ , an arc distance of 31.78 feet;
42. thence South  $41^{\circ}05'00''$  East, a distance of 100.00 feet to a point on a non-tangent curve to the right, from which the center of said curve bears South  $41^{\circ}05'00''$  East;
43. thence along said curve to the right, having a radius of 425.00 feet, through a central angle of  $04^{\circ}25'00''$ , an arc distance of 32.76 feet;
44. thence South  $36^{\circ}40'00''$  East, 250.00 feet, to a point on a non-tangent curve to the left, from which the center of said curve bears North  $34^{\circ}10'00''$  West;
45. thence along said curve to the left, having a radius of 175.00 feet, through a central angle of  $20^{\circ}05'00''$ , an arc distance of 61.34 feet;
46. thence South  $33^{\circ}15'00''$  West, 203.82 feet;
47. thence along a curve to the right, having a radius of 815.00 feet, through a central angle of  $21^{\circ}20'00''$ , an arc distance of 303.46 feet;
48. thence South  $50^{\circ}34'20''$  East, 103.96 feet;
49. thence South  $35^{\circ}50'00''$  East, 50.00 feet, to a point on a non-tangent curve to the left, from which the center of said curve bears South  $35^{\circ}50'00''$  East;

50. thence along said curve to the left, through a central angle of  $11^{\circ}00'21''$ , an arc distance of 12.34 feet;
51. thence South  $65^{\circ}26'10''$  East, 112.77 feet, to a point on a non-tangent curve to the left, from which the center of said curve bears South  $37^{\circ}51'21''$  East;
52. thence along said curve to the left, through a central angle of  $05^{\circ}05'00''$ , an arc distance of 94.49 feet;
53. thence South  $55^{\circ}31'50''$  East, 102.19 feet;
54. thence South  $59^{\circ}09'40''$  East, 51.69 feet;
55. thence South  $62^{\circ}36'00''$  East, 113.36 feet;
56. thence North  $37^{\circ}00'00''$  East, 37.00 feet;
57. thence South  $58^{\circ}20'00''$  East, 65.00 feet;
58. thence South  $54^{\circ}00'00''$  East, 165.00 feet;
59. thence South  $85^{\circ}00'00''$  East, 97.47 feet,
60. thence North  $17^{\circ}45'00''$  West, 11.92 feet;
61. thence North  $72^{\circ}15'00''$  East, 178.05 feet to the northeast corner of said "Map of Gallinas Village Unit Seven";

thence leaving said "Map of Gallinas Village Unit Seven" the following courses:

62. North  $17^{\circ}45'00''$  West, 79.84 feet;
63. thence North  $70^{\circ}23'00''$  West, 171.70 feet;
64. thence North  $34^{\circ}07'00''$  East, 449.80 feet;
65. thence North  $55^{\circ}00'00''$  West, 50.00 feet;
66. thence North  $35^{\circ}00'00''$  East, 101.53;
67. thence South  $53^{\circ}15'00''$  East, 50.20 feet;
68. thence South  $48^{\circ}30'00''$  East 75.00 feet to the easterly line of the "Lands of B. Smith" as shown on that certain Record of Survey for Lot Line Adjustment recorded in Book 17 of Surveys, at Page 74, Marin County Records;

69. thence along the northerly line said Lands of Smith North 12°30'00" East, 84.00 feet to the line of ordinary high water mark;

Thence along said line of ordinary high water mark the following courses:

70. South 75°12'52" East, 4.12 feet;

71. thence South 69°51'49" East, 159.77 feet;

72. thence South 79°51'16" East, 96.51 feet;

73. thence North 81°02'51" East, 147.80 feet;

74. thence South 81°30'40" East, 64.11 feet;

75. thence leaving said line of ordinary high water mark South 15°00'00" West, 27.78 feet;

76. thence South 33°12'00" East, 130.72 feet;

77. thence South 61°00'00" West, 50.00 feet;

78. thence South 29°00'00" East, 33.55 feet;

79. thence South 39°27'00" East, 10.75 feet;

80. thence South 29°00'00" East, 113.24 feet to the centerline of Upper Road;

81. thence along the centerline of Upper Road South 87°00'00" West, 62.00 feet;

82. thence South 39°13'00", 43.50 feet;

83. thence South 05°22'00" West, 31.27 feet;

84. thence leaving said centerline of Upper Road North 84°38'00" West, 109.30 feet;

85. thence South 10°24'21" West, 101.89 feet;

86. thence South 06°13'18" East, 223.44 feet to the northerly right-of-way line of Point Gallinas Road;

87. thence along said northerly right-of-way line South 86°59'05" East, 27.06 feet;

88. thence crossing Point Gallinas Road South 01°51'05" East, 40.14 feet to the southerly right-of-way line of Point Gallinas Road;

89. thence along said southerly right-of-way line North 83°16'55" East, 30.73 feet;

90. thence continuing along said southerly right-of-way line North 83°14'43" East, 74.60 feet;

91. South 67°47'37" East, 117.50 feet;
92. thence South 42°23'06" East, 68.56 feet;
93. thence South 13°29'54" West, 54.73 feet;
94. thence South 01°08'54" West, 79.63 feet;
95. thence South 01°08'54" West, 87.30 feet to the northerly line of North San Pedro Road;
96. thence crossing North San Pedro Road South 01°08'54" West, 53.45 feet to the southerly line of North San Pedro Road;
97. thence along said southerly line South 70°27'00" West, 125.45 feet;
98. thence South 36°26'00" West, a distance of 131.68 feet;
99. thence North 89°14'00" West 145.75 feet;
100. thence North 66°06'00" West, 153.54 feet;
101. thence North 80°37'00" West, 1.36 feet;
102. thence leaving said southerly line South 02°50'00" East, a distance of 316.01 feet
103. thence South 82°21'00" West, 212.40 feet to the easterly line of Sunny Oaks Drive;
104. thence northerly along said easterly line North 09°47'00" East, 140.00 feet;
105. thence North 17°45'00" West, 140.96 feet;
106. thence crossing Sunny Oaks Drive South 72°15'00" West, 60.00 feet to the westerly line of Sunny Oaks Drive;
107. thence northerly along said westerly line North 17°45'00" West, 37.42 feet to the southerly line of North San Pedro Road;
108. thence along said southerly line South 68°57'00" West, 372.46 feet;
109. thence North 64°07'00" West, 123.92 feet;
110. thence South 84°53'00" West, 125.73 feet;
111. thence leaving said southerly line South 09°41'00" East, 122.91 feet;
112. thence North 60°20'00" West, 202.00 feet;
113. thence South 71°07'00" West, 164.76 feet;



114. thence North 03°24'00" West, 29.98 feet;
115. thence North 41°02'00" West, 25.16 feet;
116. thence North 06°54'00" West, 72.97 feet;
117. thence South 88°13'57" West, 7.60 feet;
118. thence South 03°14'00" East, 530.76 feet to the northerly line of Sunny Oaks Drive
119. thence along said northerly line North 75°41'00" West, 130.69 feet;
120. thence North 36°44'23" West, 61.73 feet;
121. thence North 19°56'23" West, 111.36 feet;
122. thence North 38°43'23" West, 84.70 feet;
123. thence North 81°33'23" West, 73.88 feet;
124. thence South 55°34'7" West, 113.14 feet;
125. thence South 38°35'43" West, 88.55 feet;
126. thence South 84°13'06" West, 63.18 feet;
127. thence leaving said northerly line of Sunny Oaks Drive North 12°12'37" East, 399.17 feet to the southerly line of North San Pedro Road;
128. thence along said southerly line South 85°50'22" West, 260.68 feet to a curve to the left;
129. thence along said curve to the left, having a radius of 199.98 feet, through a central angle of 46°19'11", and arc distance of 161.67 feet to a curve to the right;
130. thence along said curve to the right, having a radius of 649.92 feet, through a central angle of 28°35'42", an arc distance of 324.36 feet;
131. thence South 68°06'46" West, 388.95 feet;
132. thence leaving said southerly line of North Point San Pedro Road South 39°05'00" East, 95.57 feet;
133. thence South 58°50'00" West, 236.79 feet;
134. thence South 67°45'00" West, 189.09 feet;
135. thence South 28°19'00" West, 100.00 feet;

136. thence South 21°19'00" West, 50.00 feet;
137. thence North 68°41'00" West, 90.00 feet;
138. thence South 21°19'00" West, 60.00 feet;
139. thence South 55°22'00" West, 34.08 feet;
140. thence South 19°56'00" West, 102.00 feet;
141. thence South 29°32'00" West, 30.00 feet;
142. thence South 76°27'00" West, 40.00 feet;
143. thence North 68°41'00" West, 77.80 feet to the southerly line of North San Pedro Road;
144. thence along said southerly line South 22°46'10" West, 416.95 feet;
145. thence South 06°50'39" East, 203.56 feet;
146. thence South 44°03'39" East, 251.90 feet;
147. thence South 53°02'39" East, 430.85 feet;
148. thence South 40°24'20" West, 137.38 feet;
149. thence leaving said southerly line, crossing said North San Pedro Road, North 49°35'40" West, 50.00 to the northerly line thereof;

thence along said northerly line of North San Pedro Road the following courses and distances;

150. North 40°24'20" East, 5.65 feet to a curve to the left;
151. thence along said curve to the left, having a radius of 75.00 feet, through a central angle of 92°43'11", and arc distance of 121.37 feet;
152. thence North 52°18'39" East, 346.63 feet;
153. thence North 45°09'39" East, 176.35 feet to a curve to the right;
154. thence along said curve to the right, having a radius of 143.14 feet, through a central angle of 40°44'11", an arc distance of 101.77 feet;
155. thence North 04°24'50" West, 192.90 feet;
156. thence North 22°46'10" East, 257.20 feet;
157. thence North 21°33'18" East, 25.01 feet to a curve to the right;

158. thence along said curve to the right, having a radius of 595.96 feet, through a central angle of  $02^{\circ}47'27''$ , an arc distance of 29.03 feet to a compound curve to the right;
159. thence along said compound curve to the right, having a radius of 1663.70 feet, through a central angle of  $05^{\circ}30'08''$ , an arc distance of 159.77 feet to the POINT OF BEGINNING.

**END OF DESCRIPTION #1**

**Castro Park  
APN 180-012-25**

BEGINNING at a point being the most northerly corner of "Recreational Area", said point also being the most southwesterly corner of Lot 131 as shown on the Final Map entitled "Map of Venetia Harbor, Unit Two", filed in Volume 7 of Official Maps at Page 05, Marin County Records;

1. thence leaving said point of beginning southeasterly along the exterior boundary of said "Recreational Area", South 43°16'30" East, 302.65 feet;
2. thence South 15°42'40" West, 32.23 feet;
3. thence North 68°53'50" West, 68.28 feet;
4. thence North 76°49'05" West, 68.35 feet;
5. thence North 81°33'55" West, 68.34 feet;
6. thence North 86°18'45" West, 83.35 feet;
7. thence South 87°11'45" West, 71.06 feet;
8. thence South 82°57'55" West, 68.34 feet;
9. thence South 71°30'55" West, 138.42 feet;
10. thence North 37°15'05" East, 168.67 feet;
11. thence North 64°52'00" East, 276.40 feet to the POINT OF BEGINNING;

**END OF DESCRIPTION #2**

**Prepared by:**

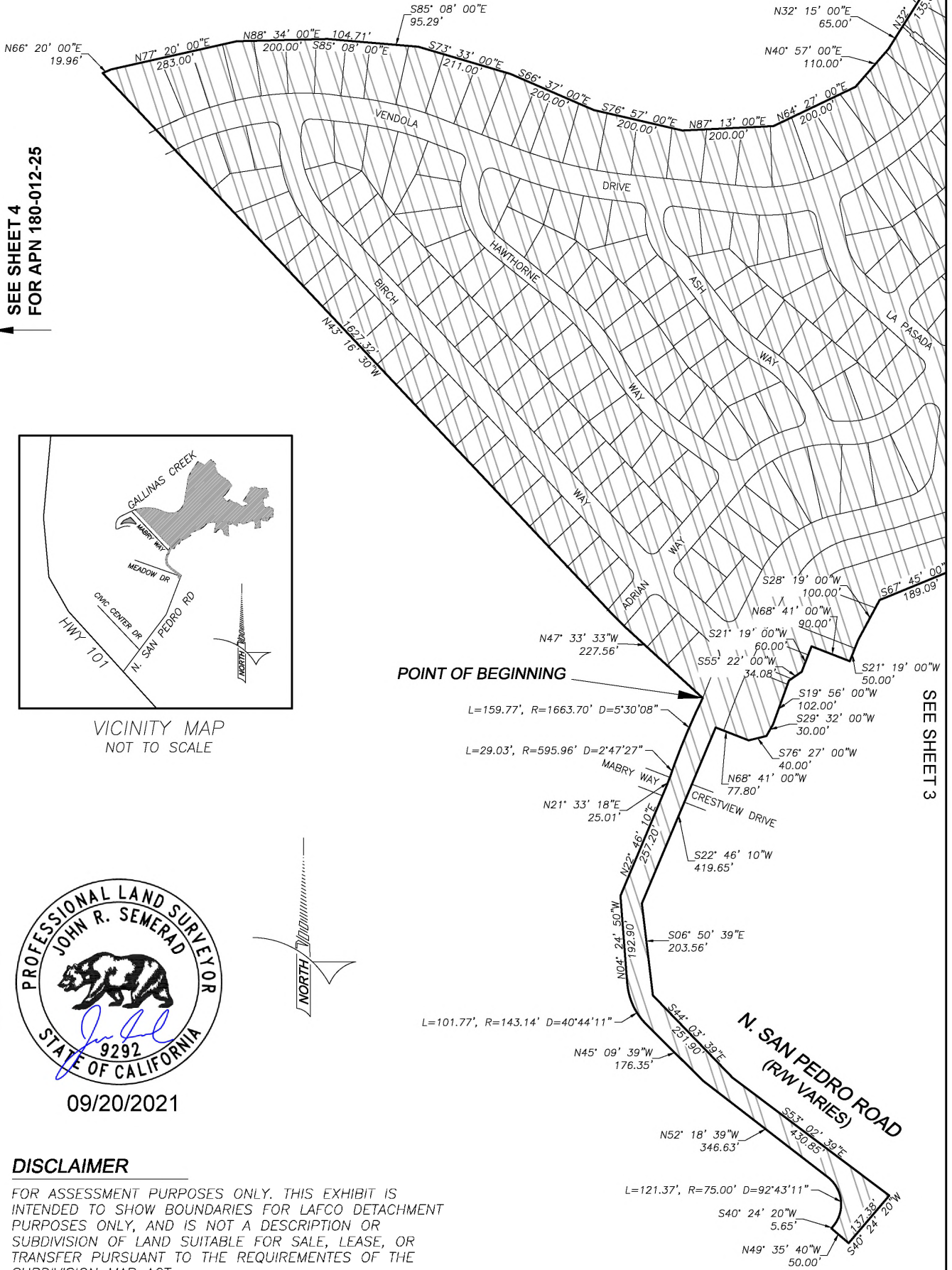


May 17, 2021

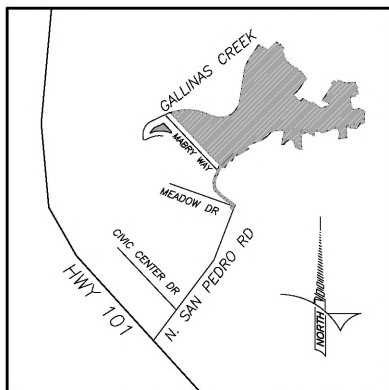
This legal description is intended to describe boundaries for LAFCO detachment purposes only, and is not a description or subdivision of land suitable for sale, lease, or transfer pursuant to the requirements of the Subdivision Map Act.

EXHIBIT "B"

SEE SHEET 2



SEE SHEET 4  
FOR APN 180-012-25



VICINITY MAP  
NOT TO SCALE



09/20/2021

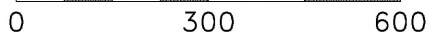
**DISCLAIMER**

FOR ASSESSMENT PURPOSES ONLY. THIS EXHIBIT IS INTENDED TO SHOW BOUNDARIES FOR LAFCO DETACHMENT PURPOSES ONLY, AND IS NOT A DESCRIPTION OR SUBDIVISION OF LAND SUITABLE FOR SALE, LEASE, OR TRANSFER PURSUANT TO THE REQUIREMENTS OF THE SUBDIVISION MAP ACT.

**LEGEND**

- PROPOSED CSA #18 BOUNDARY
- AREA TO REMAIN IN CSA 18 (157.47 AC.)

SCALE 1" = 300'



**COUNTY SERVICE AREA #18  
DETACHMENT**  
LAFCo # 1363  
Co. #

**DEPARTMENT OF PUBLIC WORKS  
SURVEY DIVISION**  
3501 CIVIC CENTER DRIVE  
SAN RAFAEL, CA 94901  
DPW Job#2020-034      March, 2021

**LEGEND**

PROPOSED CSA #18 BOUNDARY



AREA TO REMAIN IN CSA 18 (157.47 AC.)

**COUNTY SERVICE AREA #18  
DETACHMENT**

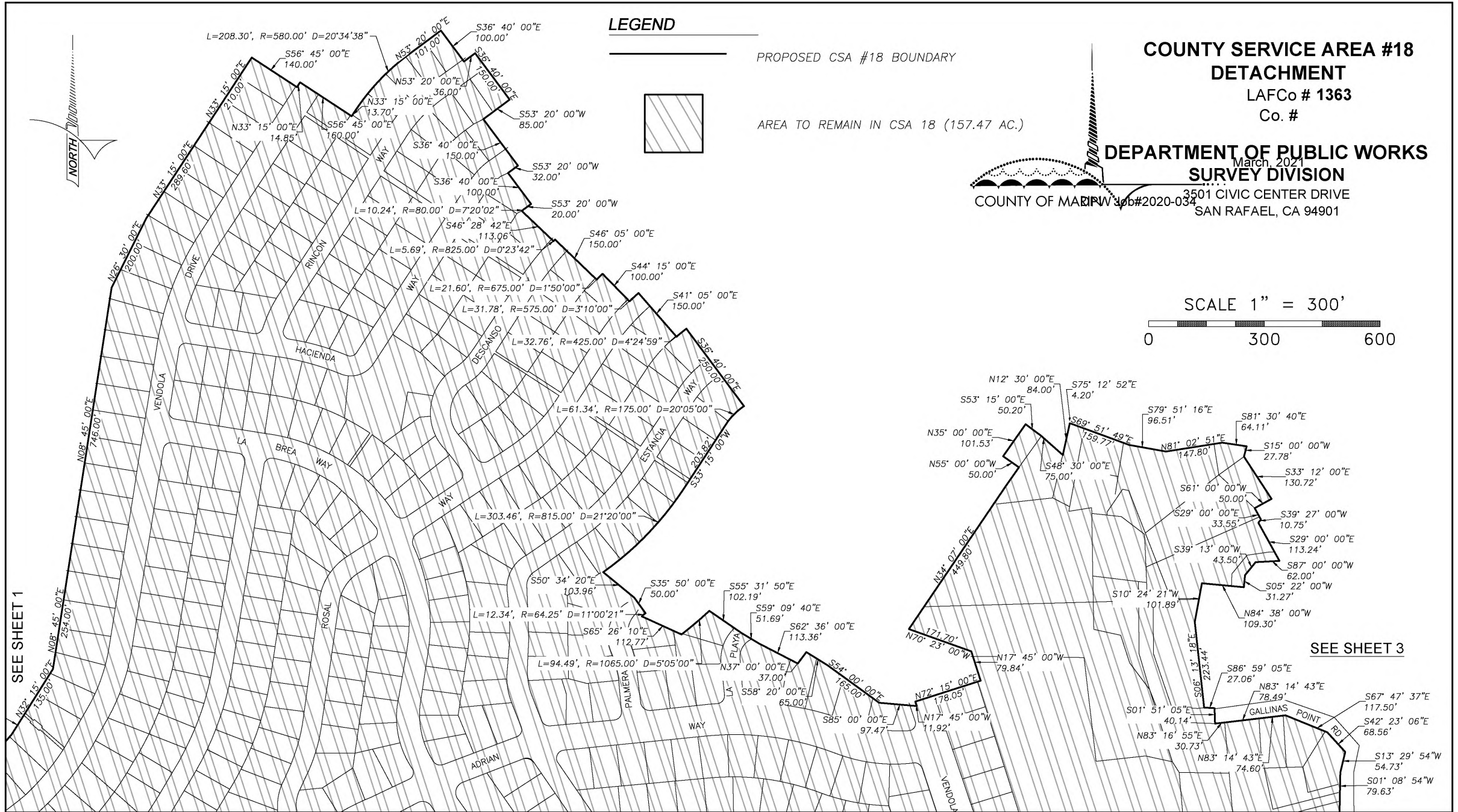
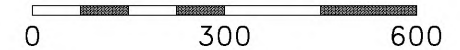
LAFCo # 1363

Co. #

**DEPARTMENT OF PUBLIC WORKS  
SURVEY DIVISION**

3501 CIVIC CENTER DRIVE  
SAN RAFAEL, CA 94901

SCALE 1" = 300'

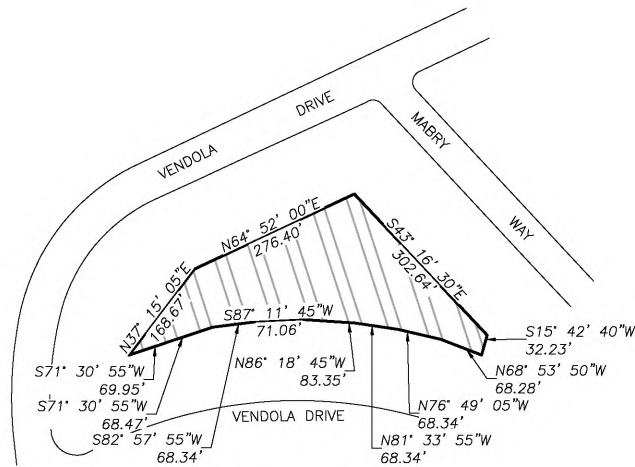


SEE SHEET 1

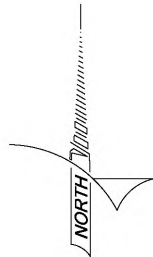
SEE SHEET 3



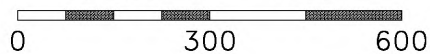




**APN 180-012-25**



SCALE 1" = 300'



**LEGEND**

———— PROPOSED CSA #18 BOUNDARY



AREA TO REMAIN IN CSA 18 (157.47 AC.)

**COUNTY SERVICE AREA #18  
DETACHMENT**

LAFCo # 1363

Co. #

**DEPARTMENT OF PUBLIC WORKS  
SURVEY DIVISION**

COUNTY OF MARIPOSA Job #2020-034  
3501 CIVIC CENTER DRIVE  
SAN RAFAEL, CA 94901



## EXHIBIT C

## Perimeter parcels for CSA 18 reorganization

180-071-10	180-081-01	180-041-16	180-051-02	180-041-11	180-102-05
180-061-10	180-041-03	180-011-01	180-102-04	180-075-01	180-041-09
180-035-05	180-061-18	180-035-03	180-011-05	180-011-07	180-041-17
180-041-01	180-036-04	180-035-07	180-082-01	180-151-55	180-043-01
180-102-10	180-041-13	180-231-11	180-191-15	180-102-02	180-231-13
180-041-04	180-082-09	180-071-03	180-151-58	180-061-06	180-102-08
180-082-06	180-043-04	180-013-02	180-013-01	180-043-03	180-013-03
180-061-04	180-041-12	180-102-07	180-231-14	180-071-08	180-071-04
180-035-04	180-035-01	180-041-05	180-043-02	180-011-02	180-061-13
180-061-03	180-102-06	180-074-37	180-061-05	180-161-25	180-071-01
180-102-01	180-013-04	180-041-02	180-102-09	180-161-23	180-161-15
180-151-43	180-043-06	180-061-02	180-083-10	180-191-03	180-013-09
180-061-09	180-161-27	180-161-26	180-071-06	180-161-28	180-151-18
180-083-01	180-083-02	180-161-24	180-221-40	180-221-02	180-082-05
180-071-05	180-011-03	180-013-06	180-041-06	180-011-04	180-061-20
180-061-21	180-041-10	180-151-45	180-151-48	180-036-05	180-143-07
180-143-01	180-061-08	180-071-02	180-082-07	180-101-21	180-141-11
180-144-07	180-041-15	180-151-47	180-071-09	180-061-01	180-041-14
180-013-05	180-151-28	180-075-17	180-074-01	180-051-01	180-035-21
180-041-08	180-151-35	180-191-16	180-071-07	180-051-03	180-151-02
180-101-01	180-144-01	180-081-02	180-071-12	180-144-05	180-036-03
180-035-06	180-035-02	180-144-03	180-145-01	180-071-11	180-231-12
180-191-06	180-082-08	180-191-05	180-144-04	180-191-04	180-191-07
180-151-62	180-081-03	180-102-03	180-211-02	180-043-05	180-011-06
180-061-07	180-012-25				

## Exhibit D

“

### SPHERE OF INFLUENCE DETERMINATIONS

#### GOVERNMENT CODE SECTION 56425

- 1) The present and planned land uses in the area, including agricultural and open space lands:
  - a. Present and planned land uses in the area served by County Service Area #18 include low density residential and open space land uses.
- 2) The present and probable need for public facilities and services in the area:
  - a. Areas included in the County Service Area #18 service area now require and will continue to require the services provided by County Service Area #18
- 3) The present capacity of public facilities and adequacy of public services which the agency provides or is authorized to provide:
  - a. The facilities and services provided by County Service Area #18 are sufficient to provide service to the area currently being served by County Service Area #19. Additional funding sources may be required to continue to meet rising expenses due to inflation in order to preserve current service levels.
- 4) The existence of any social or economic communities of interest in the area if the commission determines they are relevant to the agency:
  - a. The Commission has determined that social and economic communities of interest between areas currently within the boundaries of County Service Area #18 and the area surrounding its jurisdiction are not relevant to the determination of the district's sphere of influence.

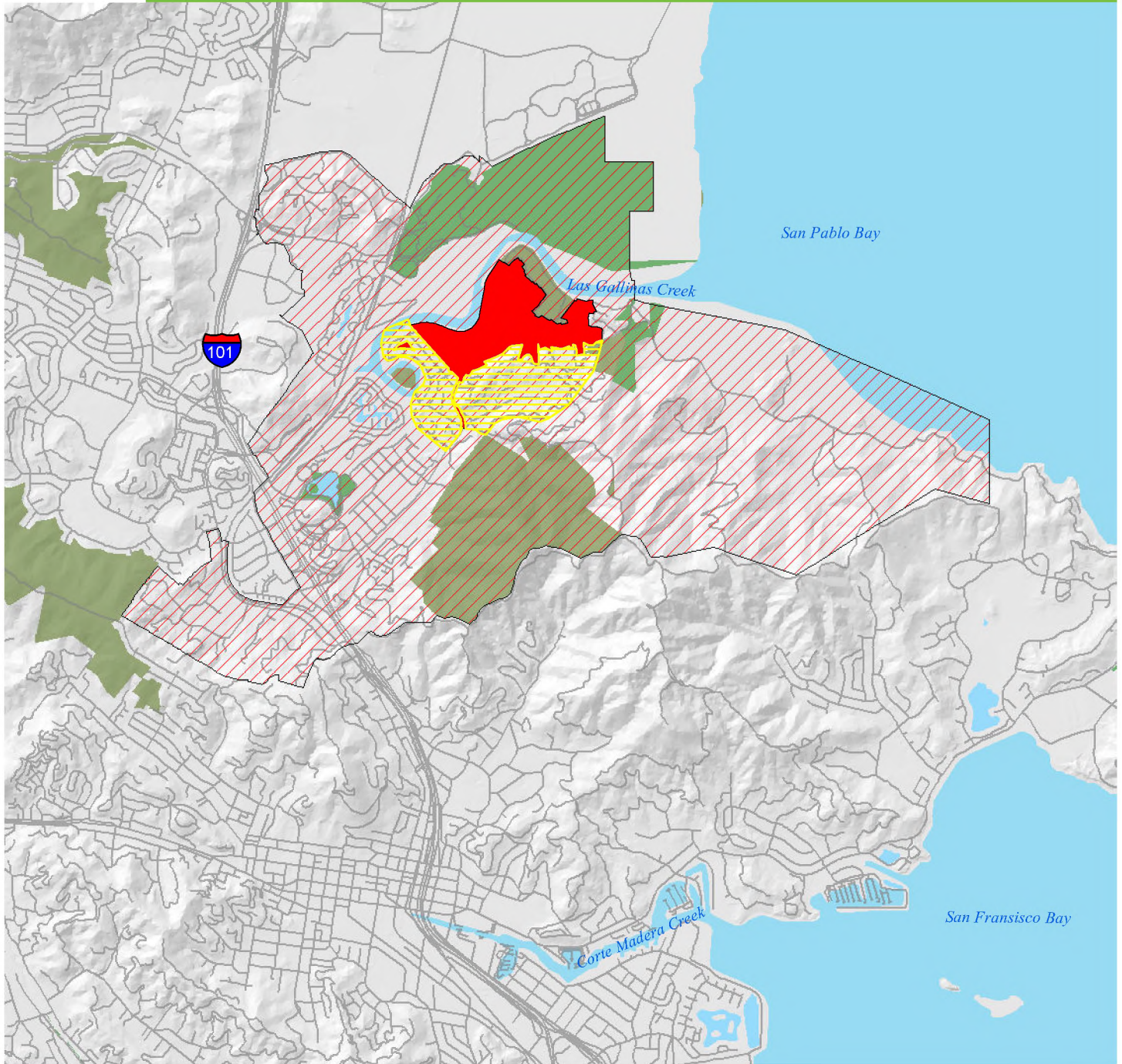
#### Attachments to Resolution No. 22-06




- a) Map of the Proposed SOI

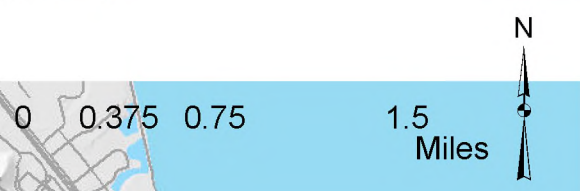


# County Service Area 18

## Las Gallinas - Proposed Boundary



-  Proposed CSA18 Service Area
-  Current CSA 18 Service Area and SOI
-  Proposed CSA18 Sphere of Influence







MARIN LAFCO  
PETITION FOR PROCEEDING PURSUANT TO THE CORTESE-KNOX-HERTZBERG ACT  
LOCAL GOVERNMENT REORGANIZATION ACT OF 2000

The undersigned hereby petition(s) the Marin Local Agency Formation Commission for approval of a proposed change or organization or reorganization and stipulates as follows:

1. This proposal is made pursuant to Part 3, Division 3, and Title 5 of the California Government Code (commencing with Section 56000, Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000).
2. The specific change(s) of organization proposed (i.e. Annexation, Detachment, Reorganization, etc.) is/are Reorganization
3. The boundaries of the territory(ies) included in the proposal are as described in Exhibits "A" and "B" attached hereto and by this reference incorporated herein.
4. The territory(ies) included in the proposal is/are:
  - Inhabited (12 or more registered voters)
  - Uninhabited
5. This proposal is  or is not  consistent with the sphere(s) of influence of the affected city and/or district(s).
6. The reason(s) for the proposed reorganization (ie. Annexation, Detachment, Reorganization, etc.) is/are to reduce the geographic size of CSA 18 in order to exclude private property parcels that are not currently paying into the CSA 18 fund.
7. The proposal is requested to be made subject to the following terms and conditions:
 

n/a
8. The persons signing this petition have signed as:
  - Registered voters
  - Owners of the land
  - On behalf of the Board, City, District, or Agency

Max Korten  
Print Name

Signature

12/16/21  
Date



Marin Local Agency Formation Commission  
Regional Service Planning | Subdivision of the State of California

LANDOWNERS SIGNATURES  
(§56700, et seq.)

We the undersigned landowners hereby request proceedings be initiated pursuant to Government Code §56000, et seq. for the change(s) of organization described on the attached Proposal Application.

Name and Address of Applicant: Max Korten for County Service Area #18  
3501 Civic Center Dr, Suite #260  
San Rafael, CA 94903  
Contact Number: ( 415 ) 473-6387 Email: mkorten@marincounty.org

Agent Representative (optional)  
I/We hereby authorize James Chayka to act as my/our agent to process all phases of the LAFCo action relating to the parcels listed below.

Name and Address of Agent: James Chayka; 3501 Civic Center Dr, #260; San Rafael CA 94903  
  
  
Contact Number: ( 415 ) 601 - 7332 Email: jchayka@marincounty.org

**All** owners of each parcel **must** sign. Original signatures are required.

District Representative \_\_\_\_\_ Date \_\_\_\_\_  
District Representative \_\_\_\_\_ Date \_\_\_\_\_  
District Representative \_\_\_\_\_ Date 12/16/21



**Additional Notification Approval (Optional)**

I/We hereby authorize, that in addition to the application representative, the persons listed below are granted permission to receive copies of application notices, and reports.

\_\_\_\_\_  
Property Owner Signature

Please provide the names, email addresses, and phone numbers of any persons who are to be furnished copies of the Agenda, Executive Officer's Report, and Notice of Hearings:

Please Print Name

Email Address

Phone Number




MARIN LAFCO  
APPLICATION QUESTIONNAIRE

In accordance with requirements set forth in the California Government Code, the Commission must review specific factors in its consideration of this proposal. In order to facilitate the Commission’s review, please respond to the following questions:

**I. GENERAL INFORMATION**

3. Please check the method by which this application was initiated:

- Petition (Landowner)
- Resolution of Application (City/Town or District)

4. Does the application possess 100% written consent of each property owner in the subject territory? Yes  No

9. A. This application is being submitted for the following boundary change:

(BE SPECIFIC: For example, “annexation,” “reorganization”)

Reorganization

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B. The reason for the proposed action(s) being requested:

(BE SPECIFIC: For example, “Annexation to sewer district for construction of three homes”)

Purpose of this reorganization is to reduce the geographic size of CSA 18 in order to exclude private property parcels that are not currently paying into the CSA 18 fund.

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4. State general location of proposal:

Unincorporated area north east of Marin Civic Center in Las Gallinas area.

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5. Is the proposal within a city's boundaries?

Yes  Which city? \_\_\_\_\_

No  If the proposal is adjacent to a city, provide city name: San Rafael

6. Is the subject territory located within an island of unincorporated territory?

Yes  No  If applicable, indicate city \_\_\_\_\_

7. Would this proposal create an island of unincorporated territory? Yes  No

If yes, please justify proposed boundary change: \_\_\_\_\_

8. Provide the following information regarding the area proposed for annexation:

(Attach additional if needed)

A. Assessor's Parcel Number(s)

Site Address(es)

See attached list

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Total number of parcels included in this application: 3345 parcels impacted, 592 remaining, 2753 removed.

9. Total land area in acres: 157.47 acres to remain in CSA 18





II. LAND USE AND DEVELOPMENT POTENTIAL

1. Describe any special land use concerns:

n/a

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2. Indicate current land use: (such as: number of dwellings, permits currently held, etc.)

Residential and parks

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3. Indicate the current zoning (either city/town or county) title and densities permitted:

County

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4. Has the area been rezoned? No \_\_\_\_\_ N/A  Yes \_\_\_\_\_

What is the rezoning classification, title and densities permitted?

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5. Describe the specific development potential of the property: (Number of units allowed in zoning)

n/a

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III. ENVIRONMENT

1. Is the site presently zoned or, designated for, or engaged in agricultural use?

Yes \_\_\_\_\_ No x \_\_\_\_\_

If yes, explain: \_\_\_\_\_  
\_\_\_\_\_

2. Will the proposal result in a reduction of public or private open space?

Yes \_\_\_\_\_ No x \_\_\_\_\_

If yes, explain: \_\_\_\_\_  
\_\_\_\_\_

3. Will service extension accomplished by this proposal induce growth in:

- A. This site? Yes \_\_\_\_\_ No x \_\_\_\_\_ N/A \_\_\_\_\_
- B. Adjacent sites? Yes \_\_\_\_\_ No x \_\_\_\_\_ N/A \_\_\_\_\_
- C. Unincorporated? Yes \_\_\_\_\_ No x \_\_\_\_\_
- D. Incorporated? Yes \_\_\_\_\_ No x \_\_\_\_\_

4. State general description of site topography: primarily flat residential, at or below sea level

\_\_\_\_\_  
\_\_\_\_\_

5. Indicated Lead Agency for this project: County of Marin, Parks Department

\_\_\_\_\_

6. Indicate Environmental Determination by Lead Agency: Notice of Exemption

with respect to (indicate project) CSA 18 Reorganization

Dated: July 7, 2021

(COPY OF ENVIRONMENTAL DOCUMENTS MUST BE SUBMITTED WITH APPLICATION.)



### III. INDEMNIFICATION AGREEMENT

As part of this Application, Applicant and its successors and assigns, shall indemnify, defend and hold harmless, LAFCo, its officials, officers, employees, agents, representatives, contractors and assigns from and against any and all claims, demands, liability, judgments, damages (including consequential damages), awards, interests, attorneys' fees, costs and expenses of whatsoever kind or nature, at any time arising out of, or in any way connected with any legal challenges to or appeals associated with LAFCo's review and/or approval of the Application (collectively, "Indemnification Costs"). Applicant's obligation to indemnify, defend and hold harmless LAFCo, its officials, officers, employees, agents, representatives, contractors and assigns under this Agreement shall apply regardless of fault, to any acts or omissions, or negligent conduct, whether active or passive, on the part of the Applicant, LAFCo, its officials, officers, employees, agents, representatives, contractor or assigns. Applicant's obligation to defend LAFCo, its officials, officers, employees, agents, representatives, contractor or assigns under this Agreement shall be at Applicant's sole expense and using counsel selected or approved by LAFCo in LAFCo's sole discretion.

In the event of a lawsuit, Applicant will be notified by LAFCo within three (3) business days of being served. An invoice will be submitted to the Applicant by LAFCo for an amount between \$10,000 and \$25,000 to cover a portion of the Indemnification Costs ("Reserve"), which shall depend upon the estimated cost to resolve the matter and shall be determined in LAFCo's sole discretion. Applicant shall pay the Reserve to LAFCo within seven (7) calendar days of LAFCo's request. The Reserve shall be applied against LAFCo's final bill for the Indemnification Costs, with any unused portion to be returned to Applicant. LAFCo shall bill Applicant month for the Indemnification Costs, which shall be paid to LAFCo no later than 15 calendar days after receipt of LAFCo's bill. LAFCo may stop defending the matter, if at any time LAFCo has not received timely payment of the Reserve and/or the Indemnification Costs. This will not relieve Applicant of any of its obligations pursuant to this Agreement.

As the Applicant I hereby attest with signature,

A handwritten signature in blue ink, appearing to read "Max Korten", is written over a horizontal line.

Applicant Signature

**Max Korten**

Print Name

**12/16/21**

Date

Director and General Manager

Title



PLAN FOR PROVIDING SERVICES  
(For City/Town or District Only)

This section to be completed by a city/town or district representative for all **applications initiated by resolution or as required by Executive Officer.**

1. Enumerate and describe services to be extended to the affected territory:

Police: n/a  
Fire: n/a  
Sewer: n/a  
Water: n/a  
Other: n/a

2. Advise whether any of the affected agencies serving or expected to serve this site are current operating at or near capacity: n/a

\_\_\_\_\_

3. Describe the level and range of services: n/a

\_\_\_\_\_

4. Indicate when services can/will be extended to the affected territory:

n/a  
\_\_\_\_\_

5. Note any improvements or upgrading of structures, roads, sewer or water facilities, or other conditions required within the affected territory: n/a


\_\_\_\_\_



**Marin Local Agency Formation Commission**  
Regional Service Planning | Subdivision of the State of California

6. Describe financial arrangements for construction and operation of services extended to the affected territory. Will the territory be subject to any special taxes, charges or fees? (If so, please specify.)  
n/a

This section completed by:

  
\_\_\_\_\_  
Signature  
James Chayka  
\_\_\_\_\_  
Print Name  
jchayka@marincounty.org  
\_\_\_\_\_  
Contact Email

Superintendent  
\_\_\_\_\_  
Title  
CSA 18 / County of Marin, Parks Dept  
\_\_\_\_\_  
Agency  
(415) 601-7332  
\_\_\_\_\_  
Contact Number

**ASSESSOR PARCEL NUMBERS TO REMAIN IN CSA 18**

APN	STREET ADDRESS	APN	STREET ADDRESS	APN	STREET ADDRESS
180-042-28	132 BIRCH WAY	180-045-07	109 LA PASADA	180-052-13	609 GALERITA WAY
180-042-29	134 BIRCH WAY	180-045-08	107 LA PASADA	180-052-14	611 GALERITA WAY
180-042-30	136 BIRCH WAY	180-045-09	105 LA PASADA	180-052-15	613 GALERITA WAY
180-043-01	127 BIRCH WAY	180-045-10	103 LA PASADA	180-052-16	615 GALERITA WAY
180-043-02	125 BIRCH WAY	180-045-11	507 ADRIAN WAY	180-052-17	617 GALERITA WAY
180-043-03	123 BIRCH WAY	180-045-12	503 ADRIAN WAY	180-052-18	619 GALERITA WAY
180-043-04	121 BIRCH WAY	180-045-13	100 ASH WAY	180-053-01	622 GALERITA WAY
180-043-05	119 BIRCH WAY	180-045-14	102 ASH WAY	180-053-02	620 GALERITA WAY
180-043-06	117 BIRCH WAY	180-102-10	836 ESTANCIA WAY	180-053-03	618 GALERITA WAY
180-044-01	122 HAWTHORN WAY	180-102-11	830 ESTANCIA WAY	180-053-04	616 GALERITA WAY
180-044-02	402 VENDOLA DR	180-141-01	824 ESTANCIA WAY	180-053-05	614 GALERITA WAY
180-044-03	404 VENDOLA DR	180-141-02	818 ESTANCIA WAY	180-053-06	612 GALERITA WAY
180-101-19	877 ESTANCIA WAY	180-141-03	812 ESTANCIA WAY	180-053-07	610 GALERITA WAY
180-101-20	881 ESTANCIA WAY	180-141-04	806 ESTANCIA WAY	180-053-08	608 GALERITA WAY
180-101-21	885 ESTANCIA WAY	180-141-08	807 PALMERA WAY	180-053-09	606 GALERITA WAY
180-102-01	882 ESTANCIA WAY	180-141-09	813 PALMERA WAY	180-053-10	604 GALERITA WAY
180-102-02	878 ESTANCIA WAY	180-141-10	819 PALMERA WAY	180-053-11	602 GALERITA WAY
180-102-03	874 ESTANCIA WAY	180-141-11	825 PALMERA WAY	180-053-12	600 GALERITA WAY
180-102-04	870 ESTANCIA WAY	180-141-12	905 ADRIAN WAY	180-053-13	100 LA PASADA
180-102-05	866 ESTANCIA WAY	180-141-13	955 ADRIAN WAY	180-053-14	N/A
180-102-06	860 ESTANCIA WAY	180-036-03	212 ADRIAN WAY	180-053-18	605 ROSAL WAY
180-102-07	854 ESTANCIA WAY	180-036-04	3 BIRCH WAY	180-053-19	609 ROSAL WAY
180-102-08	848 ESTANCIA WAY	180-036-05	1 BIRCH WAY	180-053-20	615 ROSAL WAY
180-102-09	842 ESTANCIA WAY	180-037-01	105 HAWTHORN WAY	180-053-21	N/A
180-011-01	303 VENDOLA DR	180-037-02	103 HAWTHORN WAY	180-053-22	N/A
180-011-02	301 VENDOLA DR	180-037-03	101 HAWTHORN WAY	180-053-23	635 ADRIAN WAY
180-011-03	215 VENDOLA DR	180-037-04	305 ADRIAN WAY	180-054-01	502 ADRIAN WAY
180-011-04	211 VENDOLA DR	180-037-05	301 ADRIAN WAY	180-054-02	504 ADRIAN WAY
180-011-05	209 VENDOLA DR	180-037-06	104 BIRCH WAY	180-055-01	610 ROSAL WAY
180-011-06	207 VENDOLA DR	180-037-07	106 BIRCH WAY	180-055-02	705 ADRIAN WAY
180-011-07	205 VENDOLA DR	180-037-08	108 BIRCH WAY	180-055-03	745 ADRIAN WAY
180-013-01	129 BIRCH WAY	180-038-01	2 BIRCH WAY	180-055-04	775 ADRIAN WAY
180-013-02	131 BIRCH WAY	180-045-15	104 ASH WAY	180-055-05	795 ADRIAN WAY
180-013-03	133 BIRCH WAY	180-045-16	106 ASH WAY	180-056-08	15 LABREA WAY
180-013-04	135 BIRCH WAY	180-045-17	108 ASH WAY	180-061-01	635 VENDOLA DR
180-013-05	137 BIRCH WAY	180-045-18	110 ASH WAY	180-061-02	633 VENDOLA DR
180-044-04	406 VENDOLA DR	180-045-19	112 ASH WAY	180-061-03	631 VENDOLA DR
180-044-05	408 VENDOLA DR	180-051-01	601 VENDOLA DR	180-061-04	629 VENDOLA DR
180-044-06	115 ASH WAY	180-051-02	603 VENDOLA DR	180-061-05	627 VENDOLA DR
180-044-07	113 ASH WAY	180-051-03	605 VENDOLA DR	180-061-06	625 VENDOLA DR
180-044-08	111 ASH WAY	180-052-01	612 VENDOLA DR	180-041-05	313 VENDOLA DR
180-044-09	109 ASH WAY	180-052-02	610 VENDOLA DR	180-041-06	401 VENDOLA DR
180-044-10	107 ASH WAY	180-052-03	608 VENDOLA DR	180-041-08	405 VENDOLA DR
180-044-11	105 ASH WAY	180-052-04	606 VENDOLA DR	180-041-09	407 VENDOLA DR
180-044-12	103 ASH WAY	180-038-02	4 BIRCH WAY	180-041-10	409 VENDOLA DR
180-044-13	405 ADRIAN WAY	180-038-03	306 ADRIAN WAY	180-041-11	411 VENDOLA DR
180-044-14	403 ADRIAN WAY	180-038-21	500 ADRIAN WAY	180-041-12	501 VENDOLA DR
180-044-15	100 HAWTHORN WAY	180-038-22	402 ADRIAN WAY	180-041-13	503 VENDOLA DR
180-044-16	102 HAWTHORN WAY	180-038-23	404 ADRIAN WAY	180-041-14	505 VENDOLA DR
180-044-17	104 HAWTHORN WAY	180-038-24	308 ADRIAN WAY	180-041-15	507 VENDOLA DR
180-044-18	106 HAWTHORN WAY	180-038-25	310 ADRIAN WAY	180-041-16	N/A
180-044-19	108 HAWTHORN WAY	180-038-26	400 ADRIAN WAY	180-041-17	N/A
180-044-20	110 HAWTHORN WAY	180-041-01	305 VENDOLA DR	180-530-08	36 ADRIAN TER
180-044-21	112 HAWTHORN WAY	180-041-02	307 VENDOLA DR	180-530-09	38 ADRIAN TER
180-044-22	114 HAWTHORN WAY	180-041-03	309 VENDOLA DR	180-530-10	40 ADRIAN TER
180-044-23	116 HAWTHORN WAY	180-041-04	311 VENDOLA DR	180-530-11	42 ADRIAN TER
180-044-24	118 HAWTHORN WAY	180-211-02	N/A	180-530-12	43 ADRIAN TER
180-044-25	120 HAWTHORN WAY	180-231-11	3 SUNNY OAKS DR	180-530-13	41 ADRIAN TER
180-045-01	500 VENDOLA DR	180-231-12	5 SUNNY OAKS DR	180-530-14	39 ADRIAN TER
180-045-02	502 VENDOLA DR	180-231-13	9 SUNNY OAKS DR	180-530-15	37 ADRIAN TER
180-013-06	139 BIRCH WAY	180-231-14	7 SUNNY OAKS DR	180-530-16	35 ADRIAN TER
180-013-07	141 BIRCH WAY	180-530-01	1 ADRIAN TER	180-530-17	33 ADRIAN TER
180-013-08	208 VENDOLA DR	180-530-02	24 ADRIAN TER	180-530-18	31 ADRIAN TER
180-013-09	206 VENDOLA DR	180-530-03	26 ADRIAN TER	180-530-19	29 ADRIAN TER
180-035-01	115 BIRCH WAY	180-530-04	28 ADRIAN TER	180-061-07	623 VENDOLA DR
180-035-02	113 BIRCH WAY	180-530-05	30 ADRIAN TER	180-061-08	621 VENDOLA DR
180-035-03	111 BIRCH WAY	180-530-06	32 ADRIAN TER	180-061-09	619 VENDOLA DR
180-035-04	109 BIRCH WAY	180-530-07	34 ADRIAN TER	180-061-10	617 VENDOLA DR
180-035-05	107 BIRCH WAY	180-052-05	604 VENDOLA DR	180-061-13	607 VENDOLA DR
180-035-06	105 BIRCH WAY	180-052-06	602 VENDOLA DR	180-061-18	613 VENDOLA DR
180-035-07	103 BIRCH WAY	180-052-07	112 LA PASADA	180-061-20	N/A
180-035-21	211 ADRIAN WAY	180-052-08	108 LA PASADA	180-061-21	609 VENDOLA DR
180-045-03	504 VENDOLA DR	180-052-09	106 LA PASADA	180-062-01	614 VENDOLA DR
180-045-04	506 VENDOLA DR	180-052-10	603 GALERITA WAY	180-062-02	616 VENDOLA DR
180-045-05	508 VENDOLA DR	180-052-11	605 GALERITA WAY	180-062-03	618 VENDOLA DR
180-045-06	111 LA PASADA	180-052-12	607 GALERITA WAY	180-062-04	620 VENDOLA DR

## ASSESSOR PARCEL NUMBERS TO REMAIN IN CSA 18

APN	STREET ADDRESS	APN	STREET ADDRESS	APN	STREET ADDRESS
180-530-20	27 ADRIAN TER	180-063-21	645 ROSAL WAY	180-072-03	810 VENDOLA DR
180-530-21	25 ADRIAN TER	180-063-22	635 ROSAL WAY	180-072-04	808 VENDOLA DR
180-530-22	23 ADRIAN TER	180-063-23	625 ROSAL WAY	180-072-05	806 VENDOLA DR
180-530-24	21 ADRIAN TER	180-064-01	620 ROSAL WAY	180-072-06	804 VENDOLA DR
180-530-25	19 ADRIAN TER	180-064-02	630 ROSAL WAY	180-072-07	703 HACIENDA WAY
180-530-26	17 ADRIAN TER	180-064-03	640 ROSAL WAY	180-072-08	705 HACIENDA WAY
180-530-27	15 ADRIAN TER	180-064-04	650 ROSAL WAY	180-072-09	707 HACIENDA WAY
180-530-28	13 ADRIAN TER	180-064-05	660 ROSAL WAY	180-072-10	805 RINCON WAY
180-530-29	11 ADRIAN TER	180-141-14	995 ADRIAN WAY	180-072-11	807 RINCON WAY
180-530-30	9 ADRIAN TER	180-142-01	910 ADRIAN WAY	180-072-12	809 RINCON WAY
180-530-31	7 ADRIAN TER	180-142-02	950 ADRIAN WAY	180-072-13	811 RINCON WAY
180-530-32	5 ADRIAN TER	180-142-03	990 ADRIAN WAY	180-072-14	813 RINCON WAY
180-062-05	622 VENDOLA DR	180-142-04	1008 ADRIAN WAY	180-072-15	819 RINCON WAY
180-062-06	624 VENDOLA DR	180-142-05	1050 ADRIAN WAY	180-073-01	824 RINCON WAY
180-062-07	626 VENDOLA DR	180-142-06	1092 ADRIAN WAY	180-073-02	818 RINCON WAY
180-062-08	628 VENDOLA DR	180-142-07	1104 ADRIAN WAY	180-073-03	812 RINCON WAY
180-062-09	630 VENDOLA DR	180-142-08	1120 ADRIAN WAY	180-073-04	810 RINCON WAY
180-062-10	632 VENDOLA DR	180-142-09	1140 ADRIAN WAY	180-073-05	808 RINCON WAY
180-062-11	205 LABREA WAY	180-142-10	1160 ADRIAN WAY	180-073-06	804 RINCON WAY
180-062-12	203 LABREA WAY	180-142-11	1170 ADRIAN WAY	180-073-07	801 HACIENDA WAY
180-062-13	201 LABREA WAY	180-064-06	670 ROSAL WAY	180-073-08	803 HACIENDA WAY
180-062-14	641 GALERITA WAY	180-064-07	680 ROSAL WAY	180-073-09	805 HACIENDA WAY
180-062-15	639 GALERITA WAY	180-064-08	690 ROSAL WAY	180-073-10	807 HACIENDA WAY
180-062-16	637 GALERITA WAY	180-064-09	79 LABREA WAY	180-073-11	809 HACIENDA WAY
180-062-17	635 GALERITA WAY	180-064-10	65 LABREA WAY	180-073-12	811 HACIENDA WAY
180-062-18	633 GALERITA WAY	180-064-11	61 LABREA WAY	180-073-13	819 HACIENDA WAY
180-062-19	631 GALERITA WAY	180-064-12	53 LABREA WAY	180-073-14	827 HACIENDA WAY
180-062-20	629 GALERITA WAY	180-064-13	45 LABREA WAY	180-074-01	854 HACIENDA WAY
180-062-21	627 GALERITA WAY	180-064-14	37 LABREA WAY	180-074-02	842 HACIENDA WAY
180-062-22	625 GALERITA WAY	180-065-01	829 ESTANCIA WAY	180-074-03	834 HACIENDA WAY
180-062-23	623 GALERITA WAY	180-065-02	825 ESTANCIA WAY	180-074-04	826 HACIENDA WAY
180-062-24	621 GALERITA WAY	180-065-03	821 ESTANCIA WAY	180-074-05	820 HACIENDA WAY
180-063-01	624 GALERITA WAY	180-142-12	1180 ADRIAN WAY	180-074-06	816 HACIENDA WAY
180-063-02	626 GALERITA WAY	180-142-13	1600 VENDOLA DR	180-074-07	814 HACIENDA WAY
180-063-03	628 GALERITA WAY	180-142-19	756 ESTANCIA WAY	180-074-08	812 HACIENDA WAY
180-063-04	630 GALERITA WAY	180-142-20	748 ESTANCIA WAY	180-074-10	806 HACIENDA WAY
180-042-01	140 BIRCH WAY	180-142-21	744 ESTANCIA WAY	180-074-11	804 HACIENDA WAY
180-042-02	306 VENDOLA DR	180-142-22	740 ESTANCIA WAY	180-074-12	802 HACIENDA WAY
180-042-03	308 VENDOLA DR	180-142-23	736 ESTANCIA WAY	180-074-13	800 HACIENDA WAY
180-042-04	310 VENDOLA DR	180-142-24	732 ESTANCIA WAY	180-074-14	708 HACIENDA WAY
180-042-05	312 VENDOLA DR	180-142-25	728 ESTANCIA WAY	180-074-15	706 HACIENDA WAY
180-042-06	127 HAWTHORN WAY	180-142-26	724 ESTANCIA WAY	180-074-16	704 HACIENDA WAY
180-042-07	125 HAWTHORN WAY	180-142-27	718 ESTANCIA WAY	180-074-17	206 LABREA WAY
180-042-08	123 HAWTHORN WAY	180-142-28	714 ESTANCIA WAY	180-074-18	204 LABREA WAY
180-042-09	121 HAWTHORN WAY	180-065-04	817 ESTANCIA WAY	180-074-19	202 LABREA WAY
180-042-10	119 HAWTHORN WAY	180-065-05	811 ESTANCIA WAY	180-074-20	200 LABREA WAY
180-042-11	117 HAWTHORN WAY	180-065-06	807 ESTANCIA WAY	180-074-21	112 LABREA WAY
180-042-12	115 HAWTHORN WAY	180-065-07	805 ESTANCIA WAY	180-074-22	110 LABREA WAY
180-063-05	632 GALERITA WAY	180-065-08	895 ADRIAN WAY	180-074-23	108 LABREA WAY
180-063-06	634 GALERITA WAY	180-065-09	855 ADRIAN WAY	180-074-24	106 LABREA WAY
180-063-07	636 GALERITA WAY	180-065-10	30 LABREA WAY	180-074-25	104 LABREA WAY
180-063-08	638 GALERITA WAY	180-065-11	38 LABREA WAY	180-074-26	102 LABREA WAY
180-063-09	640 GALERITA WAY	180-065-12	46 LABREA WAY	180-074-27	100 LABREA WAY
180-063-10	642 GALERITA WAY	180-065-13	54 LABREA WAY	180-074-28	801 DESCANSO WAY
180-063-11	111 LABREA WAY	180-065-14	62 LABREA WAY	180-074-29	803 DESCANSO WAY
180-063-12	109 LABREA WAY	180-065-15	70 LABREA WAY	180-074-30	805 DESCANSO WAY
180-063-13	107 LABREA WAY	180-065-16	78 LABREA WAY	180-074-31	811 DESCANSO WAY
180-063-14	105 LABREA WAY	180-065-17	86 LABREA WAY	180-074-32	813 DESCANSO WAY
180-063-15	103 LABREA WAY	180-065-18	94 LABREA WAY	180-074-33	817 DESCANSO WAY
180-063-16	685 ROSAL WAY	180-065-19	98 LABREA WAY	180-074-34	825 DESCANSO WAY
180-042-13	113 HAWTHORN WAY	180-065-20	702 ROSAL WAY	180-074-35	833 DESCANSO WAY
180-042-14	111 HAWTHORN WAY	180-065-21	704 ROSAL WAY	180-074-36	841 DESCANSO WAY
180-042-15	109 HAWTHORN WAY	180-071-01	813 VENDOLA DR	180-074-37	849 DESCANSO WAY
180-042-16	107 HAWTHORN WAY	180-071-02	811 VENDOLA DR	180-074-38	N/A
180-042-17	110 BIRCH WAY	180-071-03	809 VENDOLA DR	180-074-39	N/A
180-042-18	112 BIRCH WAY	180-071-04	807 VENDOLA DR	180-075-01	848 DESCANSO WAY
180-042-19	114 BIRCH WAY	180-071-05	805 VENDOLA DR	180-075-02	840 DESCANSO WAY
180-042-20	116 BIRCH WAY	180-071-06	803 VENDOLA DR	180-075-03	832 DESCANSO WAY
180-042-21	118 BIRCH WAY	180-071-07	801 VENDOLA DR	180-075-04	822 DESCANSO WAY
180-042-22	120 BIRCH WAY	180-071-08	707 VENDOLA DR	180-075-05	816 DESCANSO WAY
180-042-23	122 BIRCH WAY	180-071-09	705 VENDOLA DR	180-075-06	814 DESCANSO WAY
180-042-24	124 BIRCH WAY	180-071-10	703 VENDOLA DR	180-075-07	812 DESCANSO WAY
180-063-17	679 ROSAL WAY	180-071-11	701 VENDOLA DR	180-075-08	806 DESCANSO WAY
180-063-18	675 ROSAL WAY	180-071-12	637 VENDOLA DR	180-075-09	801 ROSAL WAY
180-063-19	665 ROSAL WAY	180-072-01	818 VENDOLA DR	180-075-10	803 ROSAL WAY
180-063-20	655 ROSAL WAY	180-072-02	812 VENDOLA DR	180-075-11	809 ROSAL WAY



## ASSESSOR PARCEL NUMBERS TO REMAIN IN CSA 18

APN	STREET ADDRESS	APN	STREET ADDRESS
180-530-33	3 ADRIAN TER	180-145-11	N/A
180-075-12	815 ROSAL WAY	180-146-01	701 ESTANCIA WAY
180-075-13	821 ROSAL WAY	180-146-02	705 ESTANCIA WAY
180-075-14	827 ROSAL WAY	180-146-03	709 ESTANCIA WAY
180-075-15	835 ROSAL WAY	180-146-04	713 ESTANCIA WAY
180-075-16	843 ROSAL WAY	180-146-05	717 ESTANCIA WAY
180-075-17	851 ROSAL WAY	180-146-06	721 ESTANCIA WAY
180-081-01	825 VENDOLA DR	180-146-12	743 ESTANCIA WAY
180-081-02	821 VENDOLA DR	180-146-13	747 ESTANCIA WAY
180-081-03	817 VENDOLA DR	180-146-14	751 ESTANCIA WAY
180-082-01	826 VENDOLA DR	180-146-15	755 ESTANCIA WAY
180-082-02	822 VENDOLA DR	180-146-16	759 ESTANCIA WAY
180-082-03	825 RINCON WAY	180-146-17	763 ESTANCIA WAY
180-082-04	831 RINCON WAY	180-146-18	767 ESTANCIA WAY
180-082-05	837 RINCON WAY	180-146-19	771 ESTANCIA WAY
180-082-06	843 RINCON WAY	180-146-20	775 ESTANCIA WAY
180-082-07	849 RINCON WAY	180-146-21	10 LABREA WAY
180-082-08	855 RINCON WAY	180-146-35	725 ESTANCIA WAY
180-082-09	861 RINCON WAY	180-146-36	729 ESTANCIA WAY
180-083-01	868 RINCON WAY	180-146-37	733 ESTANCIA WAY
180-083-02	860 RINCON WAY	180-146-38	735 ESTANCIA WAY
180-083-03	850 RINCON WAY	180-146-39	739 ESTANCIA WAY
180-083-04	842 RINCON WAY	180-151-01	N/A
180-083-05	836 RINCON WAY	180-151-02	N/A
180-083-06	830 RINCON WAY	180-151-05	N/A
180-083-07	835 HACIENDA WAY	180-151-18	1565 VENDOLA DR
180-083-08	843 HACIENDA WAY	180-151-22	26 PT GALLINAS RD
180-083-09	851 HACIENDA WAY	180-151-28	35 PT GALLINAS RD
180-083-10	859 HACIENDA WAY	180-151-42	N/A
180-090-03	N/A	180-151-43	N/A
180-101-01	854 ROSAL WAY	180-151-45	N/A
180-101-02	844 ROSAL WAY	180-151-49	N/A
180-101-03	836 ROSAL WAY	180-151-50	N/A
180-101-04	828 ROSAL WAY	180-151-54	606 PT GALLINAS RD
180-101-05	822 ROSAL WAY	180-151-55	619 PT GALLINAS RD
180-101-06	816 ROSAL WAY	180-151-56	612 PT GALLINAS RD
180-101-07	810 ROSAL WAY	180-151-58	N/A
180-042-25	126 BIRCH WAY	180-151-59	615 PT GALLINAS RD
180-042-26	128 BIRCH WAY	180-151-62	1501 VENDOLA DR
180-042-27	130 BIRCH WAY	180-161-10	N/A
180-101-08	804 ROSAL WAY	180-161-15	N/A
180-101-09	802 ROSAL WAY	180-161-23	20 PT GALLINAS RD
180-101-10	800 ROSAL WAY	180-161-24	18 PT GALLINAS RD
180-101-11	833 ESTANCIA WAY	180-161-25	16 PT GALLINAS RD
180-101-12	837 ESTANCIA WAY	180-161-26	14 PT GALLINAS RD
180-101-13	841 ESTANCIA WAY	180-161-27	12 PT GALLINAS RD
180-101-14	849 ESTANCIA WAY	180-161-28	10 PT GALLINAS RD
180-101-15	857 ESTANCIA WAY	180-012-25	N/A
180-101-16	865 ESTANCIA WAY		
180-101-17	869 ESTANCIA WAY		
180-101-18	873 ESTANCIA WAY		
180-142-29	710 ESTANCIA WAY		
180-142-30	1620 VENDOLA DR		
180-142-31	1610 VENDOLA DR		
180-143-01	818 PALMERA WAY		
180-143-02	806 PALMERA WAY		
180-143-03	1001 ADRIAN WAY		
180-143-04	1049 ADRIAN WAY		
180-143-05	1099 ADRIAN WAY		
180-143-06	823 LA PLAYA WAY		
180-143-07	835 LA PLAYA WAY		
180-144-01	830 LA PLAYA WAY		
180-144-02	810 LA PLAYA WAY		
180-144-03	1125 ADRIAN WAY		
180-144-04	1145 ADRIAN WAY		
180-144-05	1175 ADRIAN WAY		
180-144-06	1590 VENDOLA DR		
180-144-07	N/A		
180-145-01	1585 VENDOLA DR		
180-145-02	1595 VENDOLA DR		
180-145-03	1605 VENDOLA DR		
180-145-06	1615 VENDOLA DR		
180-145-07	1625 VENDOLA DR		
180-145-08	1635 VENDOLA DR		
180-145-09	1645 VENDOLA DR		
180-145-10	N/A		



**MARIN LOCAL AGENCY FORMATION COMMISSION**

**AFFECTED AND IMPACTED AGENCY CONSENT FORM**

Application Title: Reorganization of County Service Area #18 (Las Gallinas) (LAFCo File #1363)

We request that you make comment on the proposal in writing no later than **1/15/2022**. If there are no comments on the attached proposal, please check the box below, and return this memorandum to Marin LAFCo. This form may be returned by postal mail to Marin LAFCo, 1401 Los Gamos Drive, Suite 230, San Rafael, CA 94903, electronically to [staff@marinlafco.org](mailto:staff@marinlafco.org) or by facsimile to (415) 785-7897.

LAS GALLINAS VALLEY SANITARY DISTRICT

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*(Fill-in Agency Name)*

- has no comment regarding the application for:  
 has comment (attached) regarding the application for:

Reorganization of County Service Area #18 (Las Gallinas) (LAFCo File #1363)

Date of Board Action (if taken):

January 6, 2022

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Authorized Signature:



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Print Name:

Dale McDonald

---

Title:

Administrative Services Manager

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Date:

January 14, 2022

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## **Comment from Las Gallinas Valley Sanitary District**

### **Reorganization of County Service Area #18 (Las Gallinas) (LAFCO File #1363)**

While the Las Gallinas Valley Sanitary District (LGVSD) is not directly impacted by the proposed Community Service District / County Service Area (CSA) 18 Detachment Project, there are recreational parks within CSA 18 that may benefit from future use of recycled water. The greater community utilizes the parks, not just the residents that are immediately adjacent to the parks and paying into the CSA 18 fund. Reducing the service area could have a negative financial impact if there is interest within the community to raise funds through bonds to pay for improvements at the parks in CSA 18. Fewer property owners within the boundaries would result in higher assessments for any future improvements. Marin County Parks should detail the financial impact as it might relate to future projects.

Members of the public attended the LGVSD District Board meeting on January 6, 2022 and during the meeting expressed their concern on the inaccurate information within the proposal to reduce the geographic size of CSA 18. Of particular concern was the accuracy of the map presented with the proposal. Concern was expressed on the small red tail on the southeastern corner of the map, North San Pedro Rd. This appears to be a public road and not directly related to the parks within CSA 18 and a question was raised on what benefit CSA 18 receives by having this section of road included in the proposed reorganization.

Accurate information from public agencies is paramount to building trust within the communities they serve. It should be a concern for all public officials that enough clear, transparent, and accurate information is provided so that policy makers can weigh the decisions before them. LGVSD requests that any updates to the reorganization petition for CSA 18 be forwarded to the LGVSD District office at 101 Lucas Valley Road, Suite 300, San Rafael, CA 94525.

LGVSD was glad to hear that Marin LAFCo will hold a public hearing in the near future allowing the public an opportunity to provide input on the proposed reorganization of CSA 18.

**From:** [Jason Tindell](#)  
**To:** [d.connolly@marincounty.org](mailto:d.connolly@marincounty.org)  
**Cc:** [Staff](#)  
**Subject:** CSA 18/NSP  
**Date:** Sunday, January 16, 2022 1:48:02 PM

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Please don't annex North San Pedro Road into CSA18. I would prefer unmaintained medians and keep the money for our local parks. I have two small children you enjoy the parks greatly.

Jason Tindell

135 Birch Way

Sent from my iPhone

**From:** [paulakotzen](mailto:paulakotzen)  
**To:** [D.Connolly@marincounty.org](mailto:D.Connolly@marincounty.org); Staff  
**Subject:** Proposed new boundaries North San Pedro Road  
**Date:** Sunday, January 16, 2022 1:59:30 PM

---

Dear supervisor Connolly and staff at lafco,  
Why is the county parks department using general funds to pay for Landscaping Maintenance on the first two medians by Northbridge on North San Pedro Road and now trying to Annex our roads and median strips into Gallinas Village parks?

The county should be fair and its funding of the maintenance for all median strips on North San Pedro Road

The road and median strips do not belong in the gallinas valley tax Zone!

I am asking you to leave the North San Pedro medians and Road out of the proposed new boundary and properly and fairly fund the maintenance of all median strips on North San Pedro Road

Sincerely,

Paula H.Kotzen

807 Hacienda Way

San Rafael, CA 94903-2911

**From:** [Bruno Fistolera](#)  
**To:** [Staff](#)  
**Subject:** Road median and parks  
**Date:** Tuesday, January 18, 2022 11:28:17 AM

---

Sent from my iPhone This is to let you know that we love our park here in Santa Venetia and that the funds should not go towards the median on N. San Pedro Rd. thank you

**From:** [Ellen Stein](#)  
**To:** [Connolly, Damon](#); [Staff](#)  
**Subject:** CSA18 LAFCo Project #1363  
**Date:** Wednesday, January 19, 2022 1:45:29 PM  
**Attachments:** [938 Dissolution of Gallinas Village CSD.pdf](#)  
[938 Gallinas Village CSD Dissolution \(2\).pdf](#)  
[zone law.pdf](#)  
[1986 - 1st Gallinas Village Zone AB meeting.pdf](#)  
[Scan 1.pdf](#)  
[Scan 2.pdf](#)  
[Scan 3.pdf](#)  
[Scan 4.pdf](#)

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Dear Supervisor Connolly and LAFCo Commissioners,

I again write to respectfully request that you reconsider the annexation of the North San Pedro Medians in the Zone of Benefit. The parcels within the zone of benefit have been paying taxes for the sole benefit and purpose of our community parks. This tax is the only revenue our parks receive. The medians are not and have never been in this zone and do not fit into the purpose created for funding Parks and Recreation in this community. The zone of benefit is the successor agency of the dissolved CSD and it is up to the Board of Supervisors and LAFCo to uphold the decision of the previous Board Members that signed the resolution in 1986. (See Attached). LAFCo has authority over CSA's but not zones according to zone laws. (see attached). The tax payers should be notified of changes to the zone boundaries and have a chance to express their funding choices. Mr. Chayka has said that the only reason to include the medians is so that the Advisory Board can have some control over them. At the same time, he is getting bids for the maintenance of them and saying that further discussions will be brought before the Advisory Board. He has also said that there are several other CSA's in Marin that include medians and the maintenance of them. It is apparent that the only reason to include the medians in the zone of benefit is for future funding which would create a great inequity for those residents that pay this tax. If the medians are included in the zone of benefit, the responsibility shifts from the County to the zone of benefit residents. The medians are a benefit to the WHOLE neighborhood along with the many visitors to China Camp. Control, funding and maintenance of the medians should involve everyone in this community. The Advisory Board was created to advise on Park and Recreational facilities not County Road medians. Two of the medians on North San Pedro Road are being funded and maintained by the County out of the General Fund. For decades, volunteers in this neighborhood have taken over this responsibility for the County and now that more resources are needed the County should provide that maintenance that we already collectively pay taxes for just like the other two.

I joined the Advisory Board in 2018 because I thought it was important to be a voice for the concerns and ideas of residents in this community. I have 2 dogs and I spend a lot of time walking the neighborhood, talking to neighbors and visiting our parks. As a whole board, we made three recommendations to the Board for consolidating the larger area of CSA#18 that was created to purchase San Pedro Mountain. Those recommendations were included in the

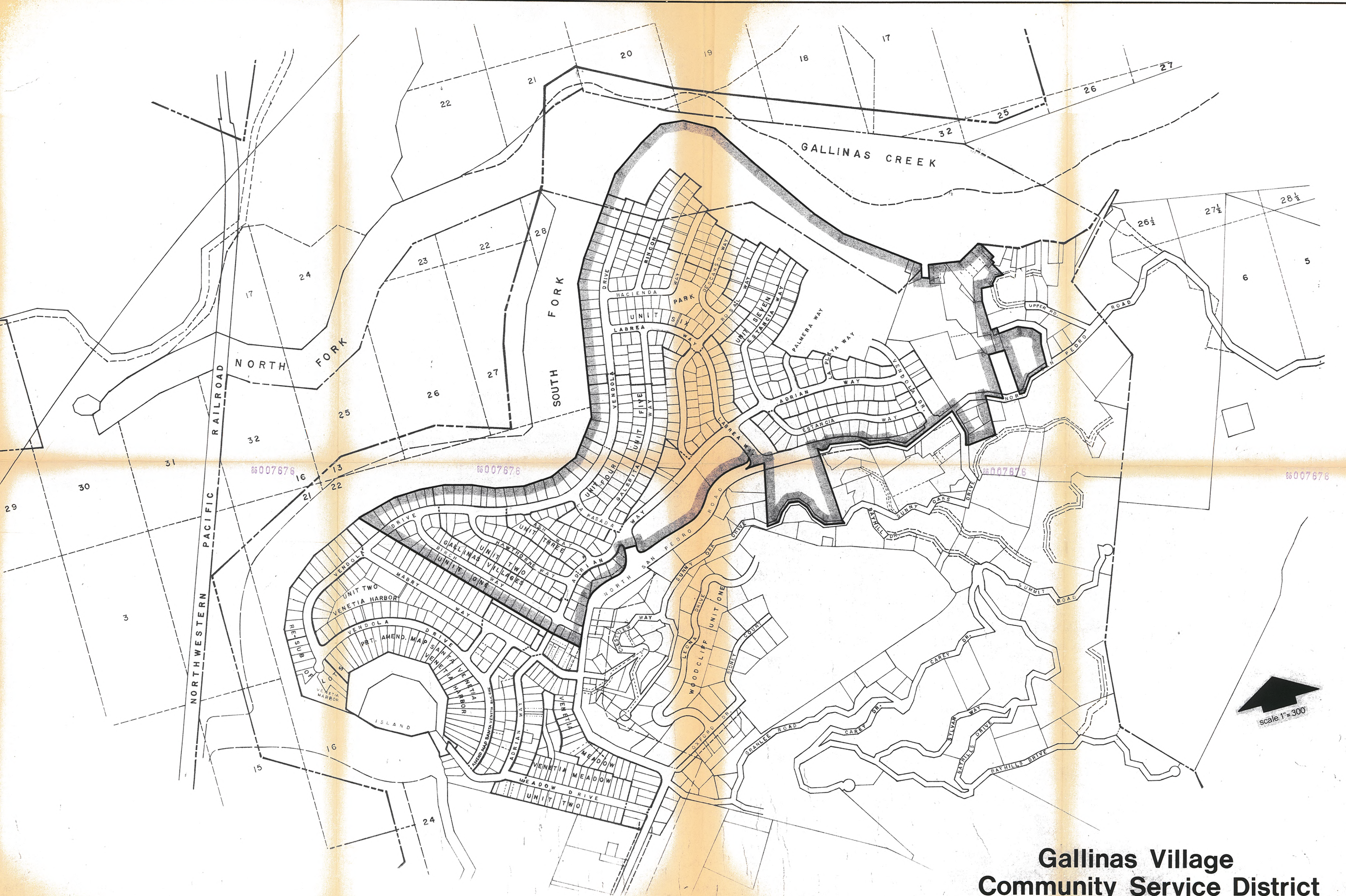
LAFCo draft MSR and did not include North San Pedro. Jason Fried also made the recommendation that the Zone remain the same as the dissolved CSD with the addition of Castro Park in the MSR. At a later meeting a map was presented that included the North San Pedro medians in the zone of benefit. I asked how that came about and was told that "A" board member wanted it. I was surprised thinking we were working together as a board and that was not previously discussed at our meetings. I did not make that recommendation and asked repeatedly for a survey or community outreach so those tax payers in the zone of benefit would become aware of this change and have the ability to comment on it. After a year of having my requests for a survey or community outreach ignored, I resigned. In a very short period of time after my resignation, I collected over 100 signatures (see attached). Residents and taxpayers in this community do have an opposition to the annexation of the medians in the zone of benefit. The signatures were from people in the neighborhood that I came across on my walks with my dogs. I did not knock on any doors because of Covid. These signatures were also collected during the Holidays and when there were extended periods of rain. I'm sure there would be many others opposing this action if they even knew about it. Publishing something in the IJ is not sufficient notification. I agree with Dennis Jauch from Parks when he stressed the importance of community input at one of the first Advisory Board meetings in 1986. There has been so much incorrect information put forth about the history of CSA#18 and the Zone of Benefit that most residents are confused. This has not been a transparent process and if this annexation takes place, it will be inequity for the taxpayers within the zone of benefit. If no funding for the medians is intended as we are being led to believe, then just leave them out. The Whole neighborhood should have input concerning the medians and perhaps even the State since this road is the gateway to our very popular China Camp State Park.

Again, I request that you leave the zone of benefit boundaries to only include Park and Recreational sites as intended by your predecessors. Please include this email in the public records for project #1363 and to the attention of the LAFCo commissioners.

Thank you for your consideration in this matter,

Ellen Stein





**Gallinas Village  
Community Service District**



COUNTY RECORDS

RECORDED AT REQUEST  
OF OFFICIAL RECORDS

*L.A.F.C.*

1986 FEB 12 P 1:32

MARIN COUNTY CALIFORNIA

JAMES J. DALBON

No Fee GC6103

86007676

**LAFCO**  
Received

MAR 05 1986

CERTIFICATE OF COMPLETION

Local Agency Formation Commission, Marin County

GOVERNMENT AGENCIES AND DEPARTMENTS:

THIS CERTIFICATE INDICATES COMPLETION OF A BOUNDARY CHANGE ACTION AFFECTING EITHER MARIN SPECIAL DISTRICTS AND/OR CITIES, OR BOTH. PLEASE CHANGE YOUR RECORDS TO REFLECT THIS JURISDICTIONAL CHANGE.

Pursuant to Government Code Sections 54797.2/56450-56451/35357, this certificate is hereby issued by the Executive Officer of the Local Agency Formation Commission of Marin County, California.

1. Short-form designation, as designated by LAFCO, is "Gallinas Village Community Services District Dissolution"

2. The names of each district or city involved in this change of organization or reorganization, and the kind or type of change or organization ordered for each such city or district are as follows:

<u>City or District</u>	<u>Type of Change of Organization</u>
<u>Gallinas Village CSD</u>	<u>Dissolution</u>

3. The above-listed cities and/or districts are located within Marin County.

4. A description of the boundaries of the above-cited change or organization or reorganization is shown on the attached map and legal description, marked Exhibit A, and by reference incorporated herein.

5. Total number of registered voters certified by the County Registrar of Voters is:

973

6. This change of organization or reorganization has been approved subject to the following terms and conditions, if any: As specified in Resolution No. 86-34

of the Marin County Board of Supervisors, dated February 11, 1986

7. A certified copy of the resolution approving this proposal is attached hereto, marked Exhibit B, and by reference incorporated herein. The resolution ordering this change of organization or reorganization without election, or the resolution confirming an order for this change of organization after confirmation by the voters was adopted by:

Marin County Board of Supervisors on February 11, 1986  
Agency Date

I hereby certify that I have examined the above-cited resolution and have found this document to be in compliance with LAFCO Resolution No. 85-16, adopted on November 14,  
1985 Date

Effective  
Date: February 12, 1986

*Warren K. Nelson*  
WARREN K. NELSON, Executive Officer

RESOLUTION ORDERING DISSOLUTION OF THE  
GALLINAS VILLAGE COMMUNITY SERVICES DISTRICT  
AND ESTABLISHMENT OF SUCCESSOR ZONE OF BENEFIT  
WITHIN COUNTY SERVICE AREA NO. 18

WHEREAS, this Board has heretofore adopted a resolution initiating proceedings for the dissolution of the Gallinas Village Community Services District in Resolution No. 85-522; and

WHEREAS, said Board has noticed the hearing on said proposal in accordance with law; and

WHEREAS, this Board has reviewed LAFCo Resolution 85-16 and the resolution of the Board of Directors of the Gallinas Village Community Services District requesting said resolution; and

WHEREAS, this Board has considered the comments of the public, and being fully advised in the premises;

NOW, THEREFORE, this Board does hereby resolve, determine and order as follows:

1. The Gallinas Village Community Services District is hereby ordered dissolved subject to the following conditions:

- a. The property tax revenues of the District are hereby ordered transferred from the District to a zone of benefit inside County Service Area No. 18.
- b. District monies and cash on hand will be transferred from the District into said zone of benefit.
- c. As hereinafter provided this Board shall create an assessment zone of benefit within County Service Area No. 18, the boundaries of which will coincide with the existing boundaries of the District, which zone of benefit shall become a successor agency serving Gallinas Village Community.
- d. District employees will be discharged.

2. It is hereby the finding of this Board that the Board of Directors of the District to be resolved has, by unanimous resolution, consented to the dissolution of the District and has requested said dissolution owing, in part, to the insurance crisis in the State of California; and, pursuant to Section 56368 of the Government Code the dissolution of the District is ordered without the necessity of election.

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3 The effective date of this proposal shall be upon the filing of the Certificate of Completion with the Office of the Marin County Recorder.

4. Pursuant to Sections 25210.8 and 56470(n) of the California Government Code a zone of benefit within County Service Area No. 18 is hereby created, the boundaries of which are described in Exhibit A, attached hereto and by this reference incorporated herein, which boundaries shall coincide with the boundaries of the former Gallinas Village Community Services District, which zone within County Service Area No. 18 shall become a successor agency serving Gallinas Village Community Services District. An advisory board consisting of 5 members is hereby established to make recommendations to this Board concerning local services.

PASSED AND ADOPTED at a regular meeting of the Board of Supervisors of the County of Marin, State of California, held this 11th day of February, 1986, by the following vote:

AYES: SUPERVISORS Al Aramburu, Robert Stockwell, Harold Brown,  
Bob Roumiguere, Gary Giacomini

NOES: -

ABSENT: -



CHAIRMAN OF THE BOARD OF SUPERVISORS

ATTEST:

  
Clerk

The foregoing instrument is a  
correct copy of the original  
on record in this office.  
MARGARET F. COUNCIL  
ex-officio Clerk of the Board of  
Supervisors of the County of Marin  
State of California

By P. Foster

96007676

## GALLINAS VILLAGE COMMUNITY SERVICE DISTRICT

Beginning at a point on the northwesterly line of the old Point San Pedro County road at the most southerly corner of Lot No. 1, as said lot is shown on that certain map entitled 'Map of Gallinas Village Unit One, Marin County, California,' recorded August 10, 1950, in Book 7 of Maps at page 12, Marin County Records, and running thence along the southwesterly line of said subdivision N 47° 33' 33" W, 233.560 feet; N 44° 51' 20" W, 50.166 feet and N 43° 16' 30" W, 1627.324 feet to the southerly bank of Santa Margarita Creek, sometimes called Gallinas Creek; running thence along said creek bank N 66° 20' E, 19.960 feet; N 77° 20' E, 283.0 feet; N 88° 34' E, 200.0 feet; S 85° 08' E, 200.0 feet; S 73° 33' E, 211.0 feet; S 66° 37' E, 200.0 feet; S 76° 57' E, 200.0 feet; N 87° 13' E, 200.0 feet; N 64° 27' E, 200.0 feet; N 40° 57' E, 110.0 feet; N 32° 15' E, 200.0 feet; N 8° 45' E, 1000.0 feet; N 26° 30' E, 200.0 feet; N 33° 15' E, 670.0 feet; N 51° 45' E, 310.0 feet; N 58° 05' E, 180.0 feet; N 86° 20' E, 156.3 feet; S 62° 15' E, 273.0 feet; S 34° 40' E, 298.0 feet to Station T. P. 3 from which a stake marked #12 bears S 02° 03' E, 250.9 feet; thence S 33° 30' E, 700.0 feet; S 41° 45' E, 200.0 feet; S 53° 15' E, 559.50 feet; S 48° 30' E, 75.0 feet; thence leaving said creek bank and running S 12° 30' W, 100.0 feet; S 63° 12' E, 50.0 feet; N 11° 30' E, 112.79 feet to the said southerly bank of Santa Margarita Creek; thence along said creek bank S 78° 30' E, 247 feet; N 61° E, 171.6 feet and S 67° 15' E, 25 feet; thence leaving said creek bank and running S 33° 12' E, 130.72 feet; S 61° W, 50 feet; S 29° E, 33.55 feet; S 39° 27' W, 10.75 feet; S 29° E, 113.24 feet; N 89° 12' W, 10.56 feet; S 87° W, 51.44 feet; S 39° 13' W, 43.5 feet; S 5° 22' W, 21 feet; N 84° 38' W, 120 feet; S 10° 10' W, 112.62 feet; S 6° 34' E, 221.204 feet; S 86° 30' E, 5.737 feet; (N 83° 26' E, 48.346 feet; S 6° 34' E, 20 feet; S 4° 46' E, 20 feet; N 83° 26' E, 154.93 feet; S 68° 08' E, 118.3 feet; S 42° 33' E, 68.56 feet; S 13° 20' W, 54.72 feet and S 0° 59'

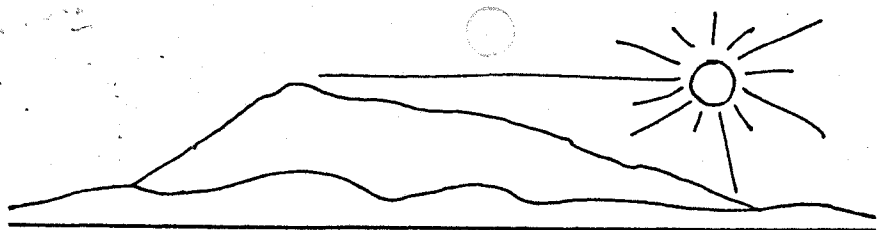
86007676

W, 193.5 feet to a point in the centerline of the old North San Pedro Road; running thence along said centerline S 70° 27' W, 142.62 feet; S 36° 26' W, 126.5 feet; N 89° 14' W, 45.26 feet; thence leaving said centerline N 04° 46' W, 343.0 feet; N 87° 32' W, 129.7 feet; S 4° 46' E, 326.0 feet to the centerline of said old North San Pedro Road; thence along said centerline N 66° 06' W, 98.6 feet and N 80° 37' W, 10 feet more or less, to the intersection thereof with the northerly prolongation of the easterly boundary line of that certain parcel of land described and designated as Parcel One in the deed executed by J. D. O'Connor Construction Company to John Daniel O'Connor, et ux, dated March 15, 1956, and recorded in Book 1014 at page 84, Marin County Official Records; thence leaving said centerline and running S 02° 50' E, 342 feet, more or less, to the southeast corner of that certain parcel of land described and designated Parcel Two in said deed dated March 15, 1956; thence along the southerly boundary line of said Parcel Two S 82° 21' W, 212.4 feet to the southeast corner of Parcel Three as described in said deed dated March 15, 1956; thence along the southerly and westerly boundary line of said Parcel Three N 80° 13' W, 20 feet; N 09° 47' E, 135.10 feet and N 17° 45' W, 201 feet more or less, to the said centerline of said road; thence along said centerline S 68° 57' W, 401 feet more or less, to the westerly terminus of the course described as S 68° 57' W, 566 5/10 feet in the deed executed by William F. McAlester to County of Marin, dated June 30, 1894, and recorded in Volume 31 of deeds at page 25, Marin County Records; thence N 64° 07' W, 120 feet; S 84° 53' W, 120 feet; N 41° 23' W, 170 feet; N 84° 25' W, 110 feet; S 50° 35' W, 100 feet; N 89° 39' W, 50 feet; N 41° 46' W, 24 feet more or less, to the intersection thereof with the northerly prolongation of the easterly line of that certain parcel of land conveyed by Adrian McMahan, et al, to W. B. Smith, et ux, by deed recorded November 27, 1942, in Book 436 at page 383,

Marin County Records; thence southerly along said prolongation and the said easterly line of said parcel of land conveyed by said deed recorded November 27, 1942, 583 feet more or less, to the centerline of a 40 foot road known as Hillcrest Drive, as said centerline is described in Parcel Two of that certain deed from Woodley Bates Smith, et ux, to Dorothea McMahan, recorded December 3, 1945, in Book 499 at page 198, Marin County Records; thence along said centerline N 75° 41' W, 154.9 feet; N 37° 06' W, 64.06 feet; N 20° 18' W, 110.57 feet; N 38° 58' W, 77.1 feet; N 81° 12' W, 58.52 feet; S 55° 18' W, 99.12 feet; S 36° 36' W, 91.07 feet and S 84° 11' W, 110 feet more or less, to the westerly boundary line of said parcel of land described in said deed recorded November 27, 1942; thence northerly along said westerly boundary line and its prolongation northerly 537 feet more or less, to a point in the southerly terminus of Labrea Way delineated and designated as having a bearing of N 84° 24' E, and a length of 150.0 feet upon the Map of Gallinas Village Unit Seven recorded January 12, 1955, in Book 8 of Maps at page 36, Marin County Records; running thence along said last mentioned line S 84° 24' W, 130 feet more or less, to the westerly extremity of said course; thence on a curve to the left whose center bears N 5° 36' W, 35.0 feet, through a central angle of 90° for an arc length of 54.978 feet; thence on a compound curve to the left radius of 206.416 feet through a central angle of 11° 46' 40" for an arc length of 42.431 feet; thence on a curve to the right whose center bears S 72° 37' 20" W, 35.0 feet, through a central angle of 101° 46' 40" for an arc length of 62.173 feet; thence S 84° 24' W, 130.111 feet; thence on a curve to the left tangent to the last described line with a radius of 357 feet for an arc length of 314.849 feet; thence continuing in a westerly direction on a reverse curve with a radius of 297.07 feet for an arc length of 145.883 feet; thence continuing in a westerly direction on a compound curve with a radius of 1300 feet for an arc length of 239.340 feet; thence

continuing in a westerly direction on a reverse curve with a radius of 270 feet for an arc length of 27.712 feet; running thence S 66° 40' 24" W, 178.0 feet; thence on a curve to the right tangent to the last described course with a radius of 116.64 feet an arc length of 61.741 feet; thence on a compound curve with a radius of 13.5 feet for an arc length of 21.206 feet; thence N 7° 00' E, 32.24 feet; thence N 83° 00' W, 80.0 feet; thence S 7° 00' W, 190.509 feet; thence on a curve to the right whose center bears N 83° 00' W, 80.0 feet for an arc length of 93.550 feet; thence S 74° 00' W, 74.766 feet; thence S 77° 07' 20" W, 62.950 feet; thence on a curve to the left whose center bears S 12° 52' 40" E, 246.650 feet for an arc length of 213.975 feet to the most easterly corner of lot 57, Map of Gallinas Village Unit One recorded August 10, 1950, in Book 7 of Maps at page 12, Marin County Records; thence southerly along the southeasterly boundary line of said Gallinas Village Unit One, said southeasterly line being also the present northwesterly line of old Point San Pedro Road 310 feet more or less, to the point of beginning.

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Marin Local Agency Formation Commission

Chairman  
Martha McCart

Executive Officer  
Warren K. Nelson

STATEMENT OF BOUNDARY CHANGE

Marin County Local Agency Formation Commission

Pursuant to Government Code Sections 54797.2 and 54900-54903, this statement is hereby issued by the Executive Officer of the Local Agency Formation Commission of Marin County, California.

1. The short-term designation of this proposal, as designated by LAFCo is:  
  
"Gallinas Village Community Services District  
  
Dissolution"
2. The affected territory included within this change of organization/reorganization will not be taxed for any existing will or will not bonded indebtedness or contractual obligation.
3. A map and legal description of said boundaries are attached hereto and marked Exhibit A and by reference incorporated herein. A certified copy of the ordinance or resolution ordering the creation of or change in the boundary of the city, district, or zone thereof is attached hereto and marked Exhibit B and by reference incorporated herein.
4. This statement, along with the attached map and legal description, shall be filed prior to January 1st of the year in which the assessments or taxes are to be levied with the Marin County Assessor whose roll is used for the levy and also with the State Board of Equalization in Sacramento, California.
5. Negotiations to determine AB 8 (1979) property tax amounts to be exchanged have been completed.

  
WARREN K. NELSON

Effective  
Date: February 12, 1986

Revised 1/1980

80007676





STATE BOARD OF EQUALIZATION  
TAX AREA SERVICES SECTION  
1823 14TH STREET, ROOM 201, SACRAMENTO, CALIFORNIA  
(P.O. BOX 1713, SACRAMENTO, CALIFORNIA 95808)

CONWAY H. COLLIS  
First District, Los Angeles  
ERNEST J. DRONENBURG, JR.  
Second District, San Diego  
WILLIAM M. BENNETT  
Third District, Kentfield  
RICHARD NEVINS  
Fourth District, Pasadena  
KENNETH CORY  
Controller, Sacramento  
DOUGLAS D. BELL  
Executive Secretary

Telephone: (916) 445-6950

February 20, 1986  
Rec'd 2/18/86

**L AFC**  
**Received**

FEB 24 1986

Mr. Warren K. Nelson, Exec. Officer  
Marin County LAFCO  
Marin Civic Center - Room 401A  
San Rafael, CA 94903

Dear Mr. Nelson: *Warren*

This is to acknowledge receipt of the statement(s) required by Section 54900, et seq., of the Government Code by which "Gallinas Village Community Services District Dissolution" and formation of Zone of Benefit in CSA #18.

The 1987 Board roll will reflect the action evidenced by the above statement(s) unless one or more of the statements are found to be inadequate. If a statement is found to be inadequate or its validity for assessment or taxation purposes is questioned, we will bring such a situation to your attention. The existence of any minor deficiencies in the statement is noted below.

Sincerely,

*John Wong*  
John Wong, Supervisor  
Tax Area Services  
VALUATION DIVISION

cc:

- County Assessor
- SBE Dept. Local Taxes
- County Auditor

*cc: Bob Roumpfianic  
Dottie Brenner  
Don Dimitatos  
John Barrows  
Dick Wynn*

LOCAL AGENCY FORMATION COMMISSION OF MARIN COUNTY  
RESOLUTION NO. 85-16  
RESOLUTION MAKING DETERMINATIONS AND APPROVING DISSOLUTION  
OF THE GALLINAS VILLAGE COMMUNITY SERVICES DISTRICT

Gallinas Village Community Services District Dissolution, 1985

WHEREAS, a proposal for the District Dissolution involving the Gallinas Village Community Services District, located in the County of Marin, has been filed with the Executive Officer of this Commission; and

WHEREAS, said proposal was made in the form of a resolution of application adopted by the Board of Directors of the Gallinas Village Community Services District, requesting the initiation of annexation proceedings pursuant to the District Reorganization Act of 1965, Division 1 (commencing with Section 56000) of Title 6 of the Government Code; and

WHEREAS, said resolution of application was unanimously adopted by the Board of Directors of the Gallinas Village Community Services District; and

WHEREAS, said resolution of application included conditions relating to continuity of park maintenance services by a successor agency and transfer of District assets to said County or successor agency to be used exclusively for the taxpayers and inhabitants of said District.

NOW, THEREFORE, the Local Agency Formation Commission of the County of Marin DOES HEREBY RESOLVE, DETERMINE AND ORDER as follows:

Section 1. Subject to the terms and conditions hereinafter specified, the proposal adopted by the Board of Directors of the Gallinas Village Community Services District is approved.

Section 2. The boundaries of said District proposed to be dissolved shall be those set forth in Exhibit A, attached hereto and incorporated herein; and said territory shall be designated as the "Gallinas Village Community Services District."

Section 3. Said territory is found to be inhabited.

Section 4. Any resolution ordering the dissolution approved by this resolution shall provide that such dissolution is subject to the following terms and conditions:

- A. Property tax revenue shall be transferred from the Gallinas Village Community Services District to a "zone of benefit" inside CSA #18 (Section 56470c).
- B. District monies and cash on hand will be transferred from the Gallinas Village CSD into a "zone of benefit" inside CSA #18 (Section 56470i).

- C. An "Advisory Board" comprised of Gallinas Village residents shall be established to make recommendations to the County Board of Supervisors concerning local services (Section 56470k).
- D. District employees will be discharged (Section 56470-1).
- E. Marin County shall, simultaneously with the effective date of this proposal, create an assessment "zone of benefit" within CSA #18 coincidentally with the existing boundaries of the Gallinas Village CSD which shall become a successor agency serving Gallinas Village (Section 56470m).
- F. The effective date of this proposal shall be upon filing of the Certificate of Completion with the office of the Marin County Recorder (Section 56470p).

Section 5. The Board of Supervisors of the County of Marin is designated as the conducting district for further proceedings, and the Board is hereby directed to initiate proceedings in compliance with this resolution. Furthermore, said Board is authorized to proceed without election pursuant to Government Code Section 56368.

Section 6. The project is categorically exempt pursuant to provisions of the California Environmental Quality Act and the Commission's Environmental Guidelines. (Class No. 20, Changes in Organization of Local Agencies; Section 15320, Public Resources Code)

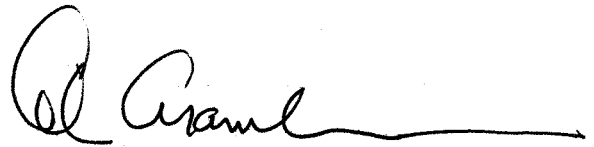
Section 7. The Executive Officer is hereby authorized and directed to mail certified copies of the resolution in the manner prescribed by Section 56272 of the Government Code.

PASSED AND ADOPTED by the Marin County Local Agency Formation Commission on this 14th day of November, 1985 by the following vote:

AYES: Commissioners Boessenecker, Breiner, Bull and Aramburu

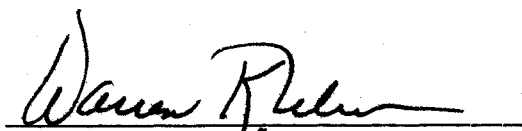
NOES: None

ABSENT: Commissioner Giacomini



AL ARAMBURU, Acting Chairman  
Marin Local Agency Formation Commission

ATTEST:



WARREN K. NELSON, Executive Officer

DATE: November 15, 1985

These completion documents included a map that was too large to scan in-house. However, the approved map was recorded with the Marin County Recorder's office.



[Up^](#) [Add To My Favorites](#)

**GOVERNMENT CODE - GOV**

**TITLE 3. GOVERNMENT OF COUNTIES [23000 - 33205]** ( Title 3 added by Stats. 1947, Ch. 424. )

**DIVISION 2. OFFICERS [24000 - 28085]** ( Division 2 added by Stats. 1947, Ch. 424. )

**PART 2. BOARD OF SUPERVISORS [25000 - 26490]** ( Part 2 added by Stats. 1947, Ch. 424. )

**CHAPTER 2.5. County Service Areas [25210 - 25217.4]** ( Chapter 2.5 added by Stats. 2008, Ch. 158, Sec. 2. )

**ARTICLE 8. Zones [25217 - 25217.4]** ( Article 8 added by Stats. 2008, Ch. 158, Sec. 2. )

**25217.** (a) Whenever the board determines that it is in the public interest to provide different authorized services, provide different levels of service, provide different authorized facilities, or raise additional revenues within specific areas of a county service area, it may form one or more zones pursuant to this article.

(b) The board shall initiate proceedings for the formation of a new zone by adopting a resolution that does all of the following:

- (1) States that the proposal is made pursuant to this article.
- (2) Sets forth a description of the boundaries of the territory to be included in the zone.
- (3) States the reasons for forming the zone.
- (4) States the different authorized services, different levels of service, different authorized facilities, or additional revenues that the zone will provide.
- (5) Sets forth the methods by which those authorized services, levels of service, or authorized facilities will be financed.
- (6) Proposes a name or number for the zone.

(c) A proposal to form a new zone may also be initiated by a petition signed by not less than 10 percent of the registered voters residing within the proposed zone. The petition shall contain all of the matters required by subdivision (b).

(d) Upon the adoption of a resolution or the receipt of a valid petition, the board shall fix the date, time, and place for the public hearing on the formation of the zone. The clerk of the board of supervisors shall:

- (1) Publish notice of the public hearing, including the information required by subdivision (b), pursuant to Section 6061.
- (2) Mail the notice at least 20 days before the date of the hearing to all owners of property within the proposed zone.
- (3) Mail the notice at least 20 days before the date of the hearing to each city and special district that contains, or whose sphere of influence contains, the proposed zone.
- (4) Post the notice in at least three public places within the territory of the proposed zone.

*(Added by Stats. 2008, Ch. 158, Sec. 2. Effective January 1, 2009.)*

**25217.1.** (a) At the public hearing, the board shall hear and consider any protests to the formation of the zone.

(b) (1) In the case of inhabited territory, if at the conclusion of the public hearing, the board determines that more than 50 percent of the total number of voters residing within the proposed zone have filed written objections to the formation, then the board shall determine that a majority protest exists and terminate the proceedings.

(2) In the case of uninhabited territory, if at the conclusion of the public hearing, the board determines that more than 50 percent of the property owners who own more than 50 percent of the assessed value of all taxable

property in the proposed zone have filed written objections to the formation, then the board shall determine that a majority protest exists and terminate the proceedings.

(c) If, pursuant to subdivision (b), the board determines that a majority protest does not exist, then the board may proceed to form the zone.

(d) If the resolution or petition proposes that the zone use special taxes, benefit assessments, fees, standby charges, or bonds to finance its purposes, the board shall proceed according to law. If the voters or property owners do not approve those funding methods, the zone shall not be formed.

*(Added by Stats. 2008, Ch. 158, Sec. 2. Effective January 1, 2009.)*

**25217.2.** The board may change the boundaries of a zone or dissolve a zone by following the procedures in Sections 25217 and 25217.1, as appropriate.

*(Added by Stats. 2008, Ch. 158, Sec. 2. Effective January 1, 2009.)*

**25217.3.** A local agency formation commission shall have no power or duty to review and approve or disapprove a proposal to form a zone, a proposal to change the boundaries of a zone, or a proposal to dissolve a zone.

*(Added by Stats. 2008, Ch. 158, Sec. 2. Effective January 1, 2009.)*

**25217.4.** (a) The board may provide any authorized service, any level of service, or any authorized facility within a zone that the board may provide in the county service area as a whole.

(b) As determined by the board and pursuant to the requirements of this chapter, the board may exercise any fiscal powers within a zone that the board may exercise in the county service area as a whole.

(c) Any special taxes, benefit assessments, fees, rates, charges, standby charges, or bonds which are intended solely for the support of services or facilities within a zone, shall be levied, assessed, and charged within the boundaries of the zone.

(d) The board shall not incur a general obligation bonded indebtedness for a zone pursuant to this section that exceeds 5 percent of the assessed value of the taxable property in the zone as shown by the last equalized assessment roll.

*(Added by Stats. 2008, Ch. 158, Sec. 2. Effective January 1, 2009.)*

*Rennia*

Gallinas Village Citizen's Advisory Committee to CSA 18, zone encompassing the old GVCSD boundaries:

Meeting: Thursday 6/26/86 7:00 PM

Present: Toni McCulloch  
Valerie Quigley  
Brian McLeran  
Karl Johnston  
Steven Dewey

QUIGLEY  
628 GALERITA WAY  
SAN RAFAEL, CA 94903

Short meeting to meet each other and discuss what we were supposed to be doing. Decided we wanted to know where our tax money was going, and to have some input and involvement into the community.

Reset the meeting, best nights appear to be Tuesday. Will try to contact the County about a meeting after the 4th of July.

Need to get a name and address list to everyone.

Toni McCulloch  
803 Rosal Way  
San Rafael, CA 94903  
499-8013

Valerie Quigley  
628 Galerita Way  
San Rafael, CA 94903  
499-0195

Steven Dewey  
1600 Vendola Drive  
San Rafael, CA 94903  
499-9197

Karl Johnston  
818 Estancia Way  
San Rafael, CA 94903  
472-0730/895-1144

Brian McLeran  
635 Rosal Way  
San Rafael, CA 94903  
472-6482/924-0643

RECEIVED  
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MARIN COUNTY  
PARKS AND RECREATION

Gallinas Village Citizen's Advisory Committee to CSA 18, zone encompassing the old GVCSD boundaries:

Meeting: Tuesday 7/22/86 7:30 PM

Present: Toni McCulloch  
Valerie Quigley  
Brian McLeran  
Steven Dewey

Also present: Dennis Jauch, County Parks  
Ron Stephens, supervisor of maintenance crews

Dennis explained the purpose of the committee to act as liaison to the Board of Supervisors for this area, and to advise the Parks department as to the needs of the community pertaining to the parks in this area. He stressed that we needed to get community input, and talk to our neighbors and see what they wanted, also.

We discussed the problem with Castro Field, and Dennis will check on the ownership of that property.

We toured the park areas:

1) Adrian-Rosal Park: The lights are owned by PG&E and do not work. They were on a timer. The ones in the corners next to the residences were evidently permanently disabled by the residents. Ron will try to determine why and fix, unless it requires a major amount of money and then will report back to us. Suggested a possible use as more of a community center by putting in playground equipment, benches, etc. The park sign needs to be replaced, currently says owned by the GVCSD.

2) Candy's Park: land actually owned by the pump station next door, the water turn on is over there and they pay for the water used. Suggested some way to provide community access to shuffleboard equipment. It needs new landscaping. Brian will try to find out what the metal knobs in the ground (there are 4 of them) go to. Ron will see about fixing the water fountain somehow. The park sign needs to be replaced.

3) Pueblo Park: Most immediate need is replacement of the sprinkler system. It was automatic, but has fallen apart over the years and nobody fixed it. Ron will see about getting a price on the replacement of the whole system. The walks need to be repaved, the canopy over the children's area replaced, the playground equipment needs to be updated. The backboard at the tennis court needs to be fixed, and the court will have to be repaved in the next 2-3 years. The lights don't work, Ron will try to determine why. They are security lights, designed to be on all night. We need to decide if we want security lighting or to have them on a timer. The sandbox needs more sand, and one spring animal needs to be replaced. The concrete turtle has been missing its head and tail for at least ten years.



-Y

4) Sanders Swing: This small area with the huge, old oak tree at the intersection of Vendola and San Pedro was deeded to the County. The fence along San Pedro Road is falling apart, dangerous and needs to be replaced. The current rope swing will be taken down, because of the liability hazard, although the opinion was expressed that something would quickly replace it. Suggested some landscaping, and something to make it more of a bicycle or jogger's rest stop; benches, etc. Possibly another fence at some point, maybe in conjunction with the landscaping.

5) McPhails Field: The field is under lease to the CSD from the school district, which leases the building to the Art Center. There are some problems with the sprinklers, but the biggest problem was the lack of use, possibly because nobody knows it is there and available. The parking area is currently filled with the asphalt fill that was used to redo the roads, that will be removed. Ron will see if we can use that asphalt to pave that parking area, and delineate it with logs or whatever to designate it as a parking area for the field.

After the tour, the committee was given copies of the budgets, and that was discussed. We also discussed the efforts to get a community newaletter going in this area, and the Marin County Fair and the fireworks.

The committee elected Valerie Quigley and chairperson/spokesman. The next meeting was set for Tuesday, August 12th at 7:30 PM at the Santa Venetia Presbyterian Church.

**Do Not include North San Pedro  
medians in our CSA#18 Zone of Benefit  
designated for Parks and Recreation!**

1. Ellen Stein - 211 Vendola
2. Valerie D. Carter 136 Vendola Dr.
3. ~~\_\_\_\_\_~~ R. PROVASOL 130 Vendola Dr.
4. Lisa McFarland 10 Vendola Dr SR
5. Billy Re Ford 337B North San Pedro Rd
6. ~~\_\_\_\_\_~~ 55 Meadow Dr., San Rafael
7. Joan Appel 140 Mabry Way
8. ~~\_\_\_\_\_~~ 17 Vendola Drive
9. Ron Ford 122 Birch Way,
10. Fran Nunez Frances Nunez, 209 Vendola
11. Bruno Fistorera 130 Mabry Way
12. Barbara Church 9 Everthaven Dr
13. Michael & Yelena 825 Vendola
14. Jeff Pallau 635 Vendola Dr
15. ~~\_\_\_\_\_~~ 810 Vendola Dr
16. Elizabeth Chew 825 Vendola Dr.
17. Kimberly Getty 625 Rosal
18. Mohan Singh 820 UNCLEWY WAY
19. ~~\_\_\_\_\_~~ 301 Adara Way
20. ~~\_\_\_\_\_~~ 134 Mabry way
21. ~~\_\_\_\_\_~~ 102 Ash way
22. ~~\_\_\_\_\_~~ MICHAEL WOLF 122 Vendola Drive
23. Sara Mullen 617 Galvita way
24. James Lester 115 Vendola Dr
25. Giselle Block 3 Sunny Oaks Dr.
26. Robt C. Jackson 310 Vendola Drive
27. ~~\_\_\_\_\_~~ 137 Mabry way



Do NOT include North San Pedro  
medians in our CSA #18 Zone of Benefit  
designated for Parks and recreation!

- 28 Paul 119 Hawthorn Way  
29 Russel Joswin 215 VENDOLA DRIVE  
30 Mikel Juarez 15 VendoLa DR.  
31 Cathy Allyn 15 Vendola Ave  
32 Steve Schoer 810 ROSAL Way  
33 James Delessandro 717 Estancia Way  
34 Aili Thomas 805 Vendola Drive  
35 G. Muth 805 Hacienda Dr.  
36 Paula H. Kotzen 807 Hacienda Way  
37 Brian 506 Vendola Drive.  
38 Elaine Luningood 128 Mabry Way  
39 ~~Cadman~~ " " "  
40 Jennifer Thorpe 142 Mabry Way  
41 ~~\_\_\_\_\_~~ 135 Mabry Way  
42 Kathleen Delessandro 717 Estancia Way  
43 Christian Lombard 701 Vendola  
44 Jandra Hulbert 805 Reina Way  
45 Monique Agrene 134 Vendola Dr.  
46 RACHEL DUFFICY 730 ESTANCIA WAY  
47 SARA CHRISTENSEN 503 ADRIAN WAY  
48 Brian Hilliard 10 Oxford Dr.  
49 Bethany Hilliard 10 Oxford Dr.  
50 ~~\_\_\_\_\_~~ 11 Mabry Way  
51 ~~\_\_\_\_\_~~ 109 vendola Drive  
52 Angela Comacho 136 Mabry Way  
53 ~~\_\_\_\_\_~~ 617 Galenita Way  
54 Shelly Coys 36 meadow Drive



Do Not include North San Pedro medians in our CSA#18 Zone of Benefit designated for Parks and recreation!

55	Cory Norris	312 Vendola Dr.
56	SUSAN RESTANI	115 MERIAM DR.
57	Charles Hahn	"
58	Justine Duvell	208 Vandola Dr.
59	Jackie Watson	21 Adrian Way SR 94903
60	Tim Hearn	125 Birch Way
61	JENNIFER INOUYE	19 Vendola Drive SR 94903
62	MONICA CASTON	801 Vendola Drive
63	Dave Baranco	866 ESTERNA WAY
64	Phil Cotti	885 Hacienda Way
65	Marlene Spillane Wharton	18 Venetia Mdw, SR 94903
66	John Casellas	18 Meadow Dr SR 94903
67	Hugo L Phillipi	501 VANDOLA DR 94903
68	Lea Watkins	13 Adrian Wy SR
69	RENEE VAN ALYCA	617 Vendola Dr., S.R. 94903
70	James Franklin	22 Venetia Mdw.
71	Aaran Anspach	327 N SAN PEDRO
72	Ali Anspach	527 N SAN PEDRO
73	Deborah Warren	310 Vendola Dr. San Rafael 94903
74	Grace Hearn	125 Birch Way 94903
75	Maggie Andrews	13 Meadow Drive
76	Shashi Starling	111 Waterford Terr
77	RYAN STARLING	111 WATERFORD TERR
78	OLIVIA CASTILLO	206 Vendola Drive
79	Fontaine Segerquist	607 Vendola Drive
80	Kenneth King	205 Vendola Drive



**Do Not include North San Pedro medians in our CSA #18 Zone of Benefit designated for Parks and recreation!**

- |     |                   |                       |
|-----|-------------------|-----------------------|
| 81  | Luiza Huber       | 128 Vendola Dr. SR    |
| 82  | Rud Tronze        | 19 Vendola Dr SR      |
| 83  | Alvin             | 803 Rosal Way SR.     |
| 84  | Sophie Prado      | 1001 Adrian way       |
| 85  | Trek Casan        | 865 Estancia Way SR   |
| 86  | Barbara Wing      | " " " "               |
| 87  | Jessica Bello     | 41 Meadows Dr.        |
| 88  | Miguel Bello      | 41 Meadows Dr         |
| 89  | Todd Rowan        | 303 Vendola Dr.       |
| 90  | JORGE COUCE       | 137 MABRY WAY         |
| 91  | ellen mckenna     | 125 mabry way         |
| 92  | Dick Hens         | 125 mabry way         |
| 93  | Victoria Lundberg | * 211 MARK TWAIN Ave. |
| 94  | Alexander Dale    | 211 Mark Twain Ave    |
| 95  | Amanda Epperson   | 102 ASH WAY           |
| 96  | Fred Calovic      | 626 Vendola Dr        |
| 97  | Danielle Colarico | 626 Vendola Dr.       |
| 98  | Katie Pohl        | 37 Vendola dr.        |
| 99  | CHERYL SUSIN      | 19 CHALDA CT          |
| 100 | Doug Winter       | 690 Rosal Way         |
| 101 | Gina Solomon      | 623 Vendola Dr        |
| 102 | Annette Hubble    | 623 Vendola Dr        |
| 103 | Angie Margiardi   | 126 Mabry Way         |
| 104 | T-B               | 128 Birch Way         |
| 105 | Kathie Brun       | 128 Birchway          |

Marin County Board of Supervisors  
Marin LAFCo Board of Directors

Re:CSA18 LAFCo Project #1363.

The proposed map of LAFCo Project #1363 from the CSA18 board of Santa Venetia, Marin County Parks and Open Space and approved by the Marin County Board of Supervisors needs to be rejected by LAFCo as not representative of the "zone of benefit". Parcels that should be paying into CSA18 are not. When a park is in your backyard you should be paying into the district that is managing that park. At present according to the assessors office those parcels around Castro Park are not paying into CSA18. A reorganization of the CSA18 district needs to be implemented to address this erroneous map and the erroneous parcel assessments need to be addressed by the Marin County BOS.

The count of parcels around Castro Park and parcels within the "zone of benefit" is 180 that are not paying into the CSA18 district. If just those parcels existing tax is reallocated into CSA18 that would be approximately \$50,400 additional funds for CSA18 a year. The proposed Project #1363 district of 555 assessed parcels are paying approximately \$280 per parcel per year. Those parcels are funding the district for all the parcels around Castro Park that do not pay into CSA18.

In March of this year, LAFCo approved creating a subset of Flood Zone 7, Flood Zone 7a in Gallinas Village (Santa Venetia). The reasoning was that only homes in the "zone of benefit" from a proposed levee upgrade should pay for that upgrade. This CSA18 LAFCO #1363 remapping is contrary to that logic. The homes in the "zone of benefit" that benefit from maintenance and



improvements to Castro Park are not and will not be paying for those under LAFCo Project #1363.

The proposed "tail" on this LAFCo project #1363 map is North San Pedro Road medians. It includes properties on North San Pedro Road that do not pay into the CSA18. The "tail" (North San Pedro Road) needs to be removed from the new map. CSA18 should not be funding roads or medians now or in the future. Including this "tail" could very well facilitate the expenditure of CSA18 funds on medians and roads. Claims that including the "tail" in the new map provides additional influence to the CSA 18 Advisory Board is entirely without merit. The community, and the CSA18 Advisory Board, is entitled to comment on any proposal regarding the medians under any circumstance.

LAFCO should reject Project#1363. Marin County Board of Supervisors should advise the district and the assessors office that a reorganization of the district needs to include all those parcels that actually utilize the parks and are within the "zone of benefit". The Marin County BOS needs to direct the assessors office to reallocate those funds from the 180 parcels within "zone of benefit" CSA18 according to a "new" CSA18 map to be re-drawn by the CSA18 board with community input and re-introduced to LAFCO.

Sincerely

Ron Ford  
122 Birch Way  
San Rafael, Ca. 94903



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

**AGENDA REPORT**  
February 10, 2022  
Item No. 8 (Public Hearing)

**TO:** Local Agency Formation Commission

**FROM:** Jason Fried, Executive Officer  
(On behalf of Committee Chair Campbell, Commissioners Connolly and McEntee)

**SUBJECT:** Approval of Resolution 22-07, Approving a Comprehensive Update to the Fee Schedule

## Background

On January 6th, 2022 the Policy and Personnel Committee met to discuss some edits and additions to the Marin LAFCo policy handbook. In June of 2019, the Commission did a major overhaul of the LAFCo Fee schedule. During that overhaul, the Commission agreed to allow agencies that LAFCo has an official oversight role to have LAFCo application fees waived when the application is in response to suggestions coming from an MSR. This policy has been received well from agencies who have used it.

Since this policy has been in place staff thinks a small expansion of it may be warranted and the Committee agreed. The new issue at hand is LAFCo is aware that some agencies may be providing service to property outside of its boundary without proper approvals. Many of these go back years. MMWD recently brought one of these applications to LAFCo which they paid for. A few agencies are doing a review of parcels outside of their boundaries to see if they are serving any that did not get LAFCo approval. LAFCo staff has been working with them as they identify individual parcels to see if they have been annexed or not annexed into its jurisdiction. As a time saver for the Commission and a long term benefit for our member agencies staff would suggest that we create a policy in our fee schedule that gives a one-time waiver of the LAFCo fees, similar to the one for MSR applications, to help correct maps and boundaries that show who the district serves.

The first paragraph is the policy that is currently approved which is then followed by the second paragraph which is the new paragraph staff would like to see added to the fee schedule:

When agencies bring applications to the Commission for its approval the LAFCo fees that pertain to staff time will be waived when that application is a result of a recommendation coming from a Municipal Service Review. The applicant will still be responsible for all third-party fees as part of the application process.

Each government agency that LAFCo oversees boundaries of will be given a one-time waiver of fees that pertain to staff time for an application, or group of applications, presented at the same time that brings into the jurisdiction parcels that have been served by the district. The applicant will still be responsible for all third-party fees as part of the application process.

Should the Commission approve this change to the fee schedule then staff would create a memo to distribute to all our member agencies exemplifying in more detail how to use this new section.

## Recommendation

1. Staff Recommendation - Recommend the amendments to the Fee Schedule with any amendments so desired to the Full Commission.
2. Alternative Option1 - Continue this to a future meeting of the Commission or ask the Committee to take another look at it.
3. Alternative Option 2 – Decide this change is not needed or warranted at this time.

### Attachment:

- 1) Resolution 22-07

#### Administrative Office

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1401 Los Gatos Drive, Suite 220  
San Rafael, California 94903  
T: 415-448-5877 E: staff@marinlafco.org  
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Dennis Rodoni, Regular  
County of Marin

Judy Arnold, Regular  
County of Marin

Damon Connolly, Alternate  
County of Marin

Sashi McEntee, Chair  
City of Mill Valley

Barbara Coler, Regular  
Town of Fairfax

James Campbell, Alternate  
City of Belvedere

Lew Kious, Vice Chair  
Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member



**MARIN LOCAL AGENCY FORMATION COMMISSION**

RESOLUTION 22-07

**RESOLUTION APPROVING THE COMPREHENSIVE UPDATE TO THE ADOPTED FEE SCHEDULE**

**WHEREAS** the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 et seq.) authorizes the Marin Local Agency Formation Commission (“Commission”) to adopt a schedule of fees and deposits; and

**WHEREAS** the Commission established and adopted by resolution a fee schedule on June 13, 2019, in a manner by provided by law; and

**WHEREAS** the Commission’s Policy Committee has prepared and presented a proposed comprehensive update to the fee schedule to improve cost-recovery and implementation; and

**WHEREAS** the Commission has scheduled and noticed a public hearing on February 10, 2021, to consider taking formal action on the proposed comprehensive fee schedule update; and

**WHEREAS** the Commission has heard and fully considered all written and verbal comments provided on the proposed comprehensive update to the fee schedule; and

**WHEREAS** the adoption and setting of fees are not projects under the California Environmental Quality Act under Regulations Code Section 15273(a).

**NOW THEREFORE, THE COMMISSION DOES HEREBY RESOLVE, DETERMINE, AND ORDER** as follows:

Section 1. The proposed comprehensive update to the fee schedule shown as Exhibit A is APPROVED.

Section 2. The effective date of the approved update shall be 60 days out and commence on April 11, 2022.

**PASSED AND ADOPTED** by the Marin Local Agency Formation Commission on this 10<sup>th</sup> day of February, 2022, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Sashi McEntee, Chair  
Marin LAFCo

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Jason Fried, LAFCO Executive Officer

\_\_\_\_\_  
Malathy Subramanian, LAFCo Counsel

Attachments to Resolution No. 22-07

1. Exhibit "A" – New Fee Schedule Language to be Added

## EXHIBIT A

—Language to be added to Marin LAFCo's Fee Schedule—

“Each government agency that LAFCo oversees boundaries of will be given a one-time waiver of fees that pertain to staff time for an application, or group of applications, presented at the same time that brings into the jurisdiction parcels that have been served by the district. The applicant will still be responsible for all third-party fees as part of the application process.”



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

**AGENDA REPORT**  
February 10, 2022  
Item No. 9 (Business)

**TO:** LAFCo Commission

**FROM:** Jason Fried, Executive Officer  
(On behalf of Committee Chair Campbell, Commissioners Connolly and McEntee)

**SUBJECT:** Approval of Policy Handbook Amendments

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## Background

On January 6<sup>th</sup>, 2022 the Policy and Personnel Committee met to discuss some edits and additions to the Marin LAFCo policy handbook. Marin LAFCo did a major revision of its Policy Handbook in April 2019 and last revised it in December 2020. Attached is a document that has all our current policy areas in which the Committee is suggesting a change. Those changes are in redline format. In addition, there are two new policies, electronic signature and position on when legal action may be used, being suggested to add to the Policy Handbook. The two new policies are not in redline format as it is all new.

Here is a summary for each item:

Section 3.4 (B) deals with reimbursements. Currently, all staff needs to present all reimbursements to the Chair for approval. Since the current Executive Officer started, the Commission has delegated all oversight of staff to the EO. The suggested change is in line with this approach where the Chair keeps approval of reimbursement to the EO but the EO handles all other staff reimbursements.

Section 3.13 (B)(i) deals with payments from our County Account. Currently, there are only two semi-regular payments that occur from this account. The first is payments from the County Account to the LAFCo Bank of Marin account. The other is the payment to MCERA. As was noted at our December Commission meeting the County was just making these payments on our behalf from the County account. With the completion of the transition of the HR system from the County to LAFCo, it is now LAFCo staff who needs to make these payments. Given the change, it would be staff's recommendation to amend this section to allow staff to make payments to MCERA from our County account without needing to first get Commission approval. This is similar to the process the Commission has already given to staff for the transfer of funds to the Bank of Marin account. Any other payments not listed would require Commission approval.

Section 4.9 deals with the Outside Service Agreement Policy for non-fire-related matters. CKH section 56133(d), which is the section that deals with approvals of OSA, in part states:

"When the request is deemed complete, the executive officer shall place the request on the agenda of the next commission meeting for which adequate notice can be given but not more than 90 days from the date that the request is deemed complete, unless the commission has delegated approval of requests made pursuant to this section to the executive officer. The commission or executive officer shall approve, disapprove, or approve with conditions the extended services."

Several other LAFCo already do this with the attachment amendment being a modified version of Ventura LAFCo's policy. Staff used this one since it most closely followed Marin LAFCo policy style. The Committee felt it was a good addition to the handbook. Had this policy been in place then the previous item on today's agenda on the OSA for 11 Brighton Blvd would have been covered by this policy. Should this new section be added then the slight change suggested in the following section would be needed. In addition, the new

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Sashi McEntee, Chair  
City of Mill Valley

Barbara Coler, Regular  
Town of Fairfax

James Campbell, Alternate  
City of Belvedere

Lew Kious, Vice Chair  
Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member

policy section “c” deals with emergency OSA’s. Marin LAFCo already has a policy, currently 4.9(H), for this which has the Chair’s approval. The Committee suggests the EO can have authority to move on a declared emergency so would suggest deleting 4.9 (H) from the Policy Handbook.

Addition of new section allowing for the use of electric signature on LAFCo related matters. As LAFCo has moved towards a paperless system and updates to our system LAFCo staff has been moving us to a secure electronic signature process. An early example of this is the Commission has been using this system to sign its stipend forms. We also have the ability to have applications, contracts, and other documents in a similar fashion. A formal policy should be approved to deal with this subject matter. The attached new policy is a modified version of the Mendocino LAFCo policy.

Addition of new section on legal action LAFCo may take. Chair McEntee at our December 2021 Commission meeting asked to review a possible policy on setting up a reserve fund for potential future litigation. During the Committee meeting, the decision was made not to do a new reserve fund since our general reserve already could cover this need. Instead, the Committee asked staff to work with legal counsel to draft a new policy that outlines LAFCo's position to take legal action when necessary. The Committee has not reviewed this section so the Commission may want to make sure it is what is desired.

### **Recommendation**

1. Staff Recommendation - Recommend approval of the amendments to the Policy Handbook as outlined in the attachment with any changes as desired.
2. Alternative Option – Continue any part of this to a future meeting of the Commission or ask the Committee to take another look at it.

### Attachment:

1. Amendments to Policy Handbook

### 3.4 (B) Expense Reimbursements

Stipends shall be in lieu of claiming reimbursements for actual expenses related to meetings. Commissioners shall receive reimbursement for reasonable and necessary expenses incurred in performance of official Commission business, including attendance at CALAFCO conferences or training sessions. Reasonable and necessary expenses shall include the costs of transportation, lodging, food, communications, training or events related to service on the Commission.

Claims for expense reimbursement for Commissioners shall be submitted to Staff for processing. Claims for expense reimbursement for the Executive Officer ~~all staff members~~ shall be submitted to the Chair for approval and returned to staff for processing. All other staff shall submit reimbursement to the Executive Officer for approval. Disputes regarding reimbursable expenses shall be resolved by the Chair or his/her designee. All expense claims shall be submitted with the use of a standard expense claim form approved for use by the Commission.

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### 3.13 (B) Authorizations and Balance Limits

3.13 (B)(i) County Account: All deposits to this account shall be reviewed and approved by the Executive Officer or the Chair (in the absence of the Executive Officer). There shall be no balance limit on this account. Staff is authorized to transfer out of the County Account and into the Primary Operating Account on a quarterly basis the anticipated needed amount to cover costs that are part of the Commission approved budget for the upcoming quarter. The Executive Officer is also authorized to make payments to MCERA from the County Account. Any other transfers or related transactions of monies out of this account shall require majority approval by the Commission at a public meeting.

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### 4.9 (C) Submitting a Formal Approval Request

Requests shall be made only by the affected agency and through their appointed director/manager and filed with the Executive Officer. Joint requests by two or more affected agencies are permitted. Requests shall be made in letter form and shall include all of the following information:

4.9 (C)(i) A list of all addresses and/or parcel numbers comprising the subject territory along with the accompanying zoning assignments made by the applicable land use authority;

4.9 (C)(ii) A description of how the applying agency would provide the proposed new or extended service to the subject territory. This includes any infrastructure or facility improvements and associated funding requirements necessary to provide service to the subject territory; and

4.9 (C)(iii) Any information or associated findings made pursuant to the California Environmental Quality Act

4.9 (D) LAFCo has delegated the authority to review and act on out-of-agency service agreement applications to the Executive Officer in consultation with the Chair with the exception of 4.9(D)c. Emergency Proposals pursuant to Government Code Section 56133(d) for the following out-of-agency service applications:

a. Proposals that have been determined to be exempt from the California Environmental Quality Act.

b. Proposals that have been determined to be subject to the California Environmental Quality Act, and a Negative Declaration was prepared.

c. Emergency proposals that authorize a city or district to provide new or extended services outside its sphere of influence in order to respond to an existing or impending threat to the public health or safety of the residents of the affected territory, pursuant to Government Code Section 56133(c).

4.9 (D) (i) The Executive Officer may defer any decision on an out-of-agency service agreement application delegated to them pursuant to Section 4.9 (D) (ii) of this Handbook if they determine that the request involves significant public controversy or may be precedent-setting.

4.9 (D) (ii) The Executive Officer shall at the next Commission meeting inform the Commission of any approvals and justifications given under this section.

#### 4.9 (ED) Request Review

The Executive Officer will provide the jurisdiction a written response within 30 days; if incomplete, the Executive Officer will identify the information needed to deem it complete. Once a request is deemed complete and if it does not fall under Section 4.9 (D) of this handbook, the Executive Officer shall prepare a written report with a recommendation for consideration by the Commission including the following three factors:

4.9 (D)(i) The ability of the applying agency to provide the requested service to the subject territory and potential impact on existing service levels;

4.9 (D)(ii) The effect on urban growth and development within and adjacent to the subject territory should the request be approved; and

4.9 (D)(iii) The consistency of the request with the Commission's adopted policies.

(If above section is approved as is then the below section should be removed from policy handbook)

~~4.9 (H) Health & Safety Emergency Approval~~

~~Marin LAFCo authorizes the Chair to approve a city, town, or special district's request to provide new or extended services outside their jurisdictional boundaries under this section if there is an existing or impending public health or safety emergency. Marin LAFCo shall ratify the Chair's determination at the next regular scheduled meeting.~~

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New policy for Electric Signatures:

As part of Marin LAFCo's desire to go paperless, Marin LAFCo will allow the use of electronic signatures in all internal and external activities, documents, and transactions pursuant to the Uniform Electronic Transactions Act (UETA) where it is operationally feasible to do so, where existing technology permits, and where it is otherwise appropriate to do so. In such situations, affixing an electronic signature to the document in a manner consistent with this policy shall satisfy Marin LAFCo's requirements for signing a document. While the use of electronic signatures is an option, this policy does not require any staff or Commissioner to use electronic signatures, nor can LAFCo mandate that any third party signing a document to use an electronic signature.

(A) Requirements of eSignature. The choice to use electronic signatures is permitted by Marin LAFCo. In cases where electronic signatures are used, they shall have the same force and effect as the use of a "wet" or manual signature if at minimum the following criteria are met:

1. The electronic signature is unique to the person using it.
2. The electronic signature is capable of verification.
3. The electronic signature is under the sole control of the person using it.

(B) Electronic signatures are additionally constrained by the following criteria, and if any are violated, LAFCo retains the right to invalidate the electronic signature and request that a different signature method be used:

1. Email notifications requesting electronic signatures are prohibited from being forwarded.
2. The use of proxy signatures is prohibited.
3. The data must be capable of retention on behalf of the receiver.
4. Any party may request additional criteria in situations where that may be necessary, given that these criteria are communicated to the other party/parties prior to their giving consent to use electronic signatures to conduct a transaction or any other form of official business. If criteria change after consent is initially given, the initial consent is nullified, and consent must be given again under the new terms.

(C) Documents involving other parties - In the case of contracts or transactions which must be signed by outside parties, each party to the agreement must agree in advance to the use of an electronic signature. No party to a contract or other document may be forced to accept an electronic signature; they must be permitted to decide either way. Such consent may be withdrawn by the other party at any time such that future documents must be signed in hardcopy format. When a document is electronically



signed by all parties, Marin LAFCo will provide a copy of the electronically-signed document to the other parties in an electronic format that is capable of being retained and printed by the other parties.

(D) Acceptable technologies and eSignature providers shall be consistent with current state legal requirements and industry best practices to ensure the security and integrity of the data and the signature.

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New Policy on following CKH:

As with all state laws, the Commission takes its responsibilities and duties under CKH seriously and requires that applicants fully comply with CKH, including without limitation submitting an application to LAFCo and complying with all conditions of approval in a timely manner. If an applicant and/or real party in interest fails to comply with any part of CKH or any related LAFCo regulations, the Commission shall consider all means to obtain compliance, including litigation.



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## AGENDA REPORT

February 10, 2022

Item No. 10 (Business Meeting)

**TO:** Local Agency Formation Commission

**FROM:** Jason Fried, Executive Officer

**SUBJECT:** Discussion of April LAFCo Commission Meeting and Whether to Meet in Person

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### Background

At the December 2021 Commission meeting while establishing the calendar of Commission Meetings it was also decided that at each meeting the Commission would discuss whether returning to in-person meetings is what the Commission is ready to do. This is that time for discussion for our April meeting.

No formal action is needed by the Commission but if the Board wishes to do so it can.

#### Administrative Office

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County of Marin

Judy Arnold, Regular  
County of Marin

Damon Connolly, Alternate  
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Sashi McEntee, Chair  
City of Mill Valley

Barbara Coler, Regular  
Town of Fairfax

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City of Belvedere

Lew Kious, Vice Chair  
Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## AGENDA REPORT

February 10, 2022

Item No. 11 (Public Hearing)

**TO:** Local Agency Formation Commission

**FROM:** Jason Fried, Executive Officer  
Olivia Gingold, Clerk/Jr. Analyst

**SUBJECT:** Authorize the Executive Officer to Enter Into an Agreement With Alyssa Schiffmann for Bookkeeping Services

### Background

In February 2020 the Commission entered into a multi-year agreement with Alyssa Schiffmann for Bookkeeping services. That agreement is set to end on June 30, 2022. Attached is an updated agreement that continues Alyssa's services for another three years through June 30, 2025. This letter agreement is a BBK approved template agreement. The agreement has a small increase in the hourly rate for each year of the agreement which is similar to the current agreement.

While we officially categorized this agreement for bookkeeping services, Alyssa really does more than just bookkeeping services. This agreement includes assistance with the annual audit, annual 1099 form processing, financial reports for each board meeting, annual budget preparation, County MUNIS support, assistance with annual actuarial, payroll/benefits assistance, MCERA reporting, and other projects as assigned by the executive officer.

While the current agreement does not expire until later this year, staff is bringing it to the Commission now to help with the budgeting process for next fiscal year. LAFCo staff also wants to add that Alyssa has been extremely valuable with our transition from the County to our own system. She has helped staff work through some very technical issues with the County during that process. It is staff's desire to keep this relationship moving forward.

### Staff Recommendation for Action

1. Staff recommendation – Authorize the Executive Officer to enter into the attached agreement with Alyssa Schiffmann.
2. Alternate Option 1 – Continue consideration of the item to the next regular meeting, and provide direction to staff, as needed.

### Attachments:

- 1) BBK template letter agreement with Alyssa Schiffmann

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Tod Moody, Alternate

Sanitary District #5

Larry Loder, Regular

Public Member

Richard Savel, Alternate

Public Member

JULY 1, 2022

ALYSSA SCHIFFMANN  
[REDACTED]  
[REDACTED]

Dear Alyssa Schiffmann:

Letter Agreement for Bookkeeping Services

This letter shall be our Agreement (“Letter Agreement”) regarding the bookkeeping services described below (“Services”) to be provided by Alyssa Schiffmann, Sole Proprietor (“Consultant”) as an independent contractor to the Marin Local Agency Formation Commission (the “Commission”) for the Commission’s bookkeeping (“Project”). Consultant is retained as independent contractor and is not an employee of the Commission. Commission and Consultant are sometimes referred to herein as “Party” or “Parties.”

The Services to be provided include the following: assistance with the annual audit, annual 1099 form processing, financial reports for each board meeting, annual budget preparation, County MUNIS support, assistance with annual actuarial, payroll/benefits assistance, MCERA reporting, and other projects as assigned by the executive officer. Services on the Project shall begin July 1, 2022 and shall be completed by June 30, 2025 unless extended by the Commission in writing.

Consultant shall perform all Services under this Letter Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California, and consistent with all applicable laws. Consultant represents that it, its employees and subcontractors have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services, including any required business license, and that such licenses and approvals shall be maintained throughout the term of this Letter Agreement.

Consultant has represented to the Commission that certain key personnel will perform and coordinate the Services under this Letter Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of equal competence upon written approval of the Commission. In the event that the Commission and Consultant cannot agree as to the substitution of key personnel, the Commission shall be entitled to terminate this Letter Agreement for cause. The key personnel for performance of this Letter Agreement are as follows:  
Alyssa Schiffmann

Compensation shall be based on the actual amount of time spent in adequately performing the Services, and shall be billed at the hourly rate(s) of \$144 through 6/30/2023, \$148 through 6/30/2024, and \$152 through 6/30/2025. The Commission will cover 30% of the cost for both Professional and General Liability policies that are required by this agreement. In addition, the Commission will cover the costs for the waiver of subrogation for the General Liability policies. Consultant’s invoices shall include a detailed description of the Services performed. Invoices shall be submitted to the Commission on a minimum quarterly basis as performance of the Services progresses. The Commission shall review and pay the approved charges on such invoices in a

timely manner.

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on “public works” and “maintenance” projects. If the Services are being performed as part of an applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. Commission shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Letter Agreement upon request. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant’s principal place of business and at the project site. Consultant shall defend, indemnify and hold the Commission, its officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Sections 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

If the Services are being performed as part of an applicable “public works” or “maintenance” project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such Services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

This Project may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant’s performance of services, including any delay, shall be Consultant’s sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the Commission. Consultant shall defend, indemnify and hold the Commission, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

Consultant shall provide proof of: A. Commercial General Liability Insurance, of at least \$1,000,000 per occurrence/\$2,000,000 aggregate for bodily injury, personal injury and property damage, at least as broad as Insurance Services Office Commercial General Liability most recent Occurrence Form CG 00 01; and B. Consultants providing professional services shall provide Professional Liability (Errors and Omissions) Insurance of at least \$1,000,000. Insurance carriers shall be licensed to do business in California and maintain an agent for process within the state. Such insurance carrier shall have not less than an "A:-VII" rating according to the latest Best Key Rating unless otherwise approved by the Commission. The Commission, its officials, officers, employees, agents and authorized volunteers shall be named as Additional Insureds on Consultant's policies of Commercial General Liability insurance and such coverage provided to the Commission as an Additional Insured shall apply on a primary and non-contributory basis. Waiver of subrogation endorsements in favor of the Commission shall be provided on Consultant's policies of Commercial General Liability insurance.

The Commission may terminate this Letter Agreement at any time with or without cause. If the Commission finds it necessary to terminate this Letter Agreement without cause before Project completion, Consultant shall be entitled to be paid in full for those Services adequately completed prior to the notification of termination. Consultant may terminate this Letter Agreement only upon 30 calendar days' written notice to the Commission only in the event of Commission's failure to perform in accordance with the terms of this Letter Agreement through no fault of Consultant.

To the fullest extent permitted by law, Consultant shall defend (with counsel of Commission's choosing), indemnify and hold the Commission, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Letter Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the Commission, its officials, officers, employees, agents, or volunteers.

If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance of "design professional" services (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements; all emissions limits and permitting requirements imposed

by the California Air Resources Board (CARB) or other governmental agencies; and all water quality laws, rules and regulations of the Environmental Protection Agency, the State Water Resources Control Board and the Commission.

By executing this Letter Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time. Consultant shall maintain records of its compliance, including its verification of each employee, and shall make them available to the Commission or its representatives for inspection and copy at any time during normal business hours. The Commission shall not be responsible for any costs or expenses related to Consultant's compliance with the requirements. To the same extent and under the same conditions as Consultant, Consultant shall require all of its subcontractors, sub-subcontractors and consultants performing any work relating to the Project or this Letter Agreement to make the same verifications and comply with all requirements and restrictions provided herein. Consultant's failure to comply or any material misrepresentations or omissions relating thereto shall be grounds for terminating this Letter Agreement for cause.

By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services. Finally, Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subcontractor, employee or applicant for employment in violation of state or federal law. As provided for in the indemnity obligations of this Letter Agreement, Consultant shall indemnify Commission against any alleged violations of this paragraph, including, but not limited to, any fines or penalties imposed by any governmental agency.

This Letter Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Letter Agreement, the action shall be brought in a state or federal court situated in Marin County, State of California. In addition to any and all contract requirements pertaining to notices of and requests for compensation or payment for extra work, disputed work, claims and/or changed conditions, Consultant must comply with the claim procedures set forth in Government Code sections 900 *et seq.* prior to filing any lawsuit against the Commission. Such Government Code claims and any subsequent lawsuit based upon the Government Code claims shall be limited to those matters that remain unresolved after all procedures pertaining to extra work, disputed work, claims, and/or changed conditions have been followed by Consultant. If no such Government Code claim is submitted, or if any prerequisite contractual requirements are not otherwise satisfied as specified herein, Consultant shall be barred from bringing and maintaining a valid lawsuit against the Commission.

Consultant shall not assign, sublet, or transfer this Letter Agreement or any rights under or interest in this Letter Agreement without the written consent of the Commission, which may be withheld for any reason. This Letter Agreement may not be modified or altered except in writing signed by both parties. Except to the extent expressly provided for in the termination paragraph, there are no intended third party beneficiaries of any right or obligation of the Parties.

This is an integrated Letter Agreement representing the entire understanding of the parties as to those matters contained herein, and supersedes and cancels any prior oral or written understanding or representations with respect to matters covered hereunder. Since the Parties or their agents have participated fully in the preparation of this Letter Agreement, the language of this Letter Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. The captions of the various paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content or intent of this Letter Agreement.

Consultant warrants that the individual who has signed this Letter Agreement has the legal power, right and authority to make this Letter Agreement and bind the Consultant hereto. If you agree with the terms of this Letter Agreement, please indicate by signing and dating where indicated below.

**MARIN LOCAL AGENCY FORMATION ALYSSA SCHIFFMANN  
COMMISSION**

*Approved By:*

\_\_\_\_\_  
Jason Fried  
Executive Officer

\_\_\_\_\_  
Date

*Attested By:*

\_\_\_\_\_  
Board Clerk

\_\_\_\_\_  
Signature

Alyssa Schiffmann  
\_\_\_\_\_  
Name

\_\_\_\_\_  
Consultant  
Title

\_\_\_\_\_  
Date





# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## AGENDA REPORT

February 10, 2022

Executive Officer Report – Section A

**TO:** Local Agency Formation Commission  
**FROM:** Jason Fried, Executive Officer  
**SUBJECT:** Budget Update for FY 2021-2022

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### Background

Marin Local Agency Formation Commission (LAFCo) adopted a budget for FY 2021-2022 totaling \$561,548.17. At the December 2021 Commission meeting, a couple of line items were adjusted making the current budget \$577,048.17. From July 1, 2021, through January 31, 2022, LAFCo has spent \$279,358.51. This report covers 7 months, which is 58% of the year. The report shows us spending 48.4% for the year so far.

You will note two line items are higher than the expected percent for this time of year. Both have previously been reported, General Insurance (15) and Membership and Dues (30), with those being due to one-time payments already being made. Line Item 65 (Rent Storage) in previous meetings has been reported as being over but with the December 2021 Commission adjustment mentioned above that line item is now no longer over its expected percent based on the time of the fiscal year we are at now.

### Attachment:

- 1) FY 2021-2022 Budget Reports

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## Marin Local Agency Formation Commission

## 21/22 BUDGET REPORT

02/01/22

July 2021 through January 2022

Accrual Basis

	Jul '21 - Jan 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
410 · Prior Year Carryover	0.00	70,500.00	-70,500.00	0.0%
400 · Agency Contributions	506,548.18	506,548.17	0.01	100.0%
<b>Total Income</b>	506,548.18	577,048.17	-70,499.99	87.8%
<b>Expense</b>				
<b>Services and Supplies</b>				
05 · Commissioner Per Diems	2,875.00	10,000.00	-7,125.00	28.8%
10 · Conferences	0.00	5,000.00	-5,000.00	0.0%
15 · General Insurance	5,452.65	6,500.00	-1,047.35	83.9%
20 · IT & Communications Services	8,897.78	17,000.00	-8,102.22	52.3%
25 · Legal Services	13,957.33	37,500.00	-23,542.67	37.2%
30 · Memberships & Dues	6,167.00	7,000.00	-833.00	88.1%
35 · Misc Services	873.66	2,000.00	-1,126.34	43.7%
40 · Office Equipment Purchases	1,774.46	4,139.00	-2,364.54	42.9%
45 · Office Lease/Rent	20,111.21	34,559.17	-14,447.96	58.2%
50 · Office Supplies & Postage	1,271.92	4,000.00	-2,728.08	31.8%
55 · Professional Services	8,677.50	39,000.00	-30,322.50	22.3%
60 · Publications/Notices	0.00	2,000.00	-2,000.00	0.0%
65 · Rent - Storage	549.00	1,150.00	-601.00	47.7%
70 · Training	29.00	1,700.00	-1,671.00	1.7%
75 · Travel - Mileage	21.88	3,500.00	-3,478.12	0.6%
<b>Total Services and Supplies</b>	70,658.39	175,048.17	-104,389.78	40.4%
<b>Salary and Benefit Costs</b>				
100 · Salaries	169,513.77	317,000.00	-147,486.23	53.5%
120 · County of Marin - Group Health	15,861.95	34,000.00	-18,138.05	46.7%
130 · MCERA / Pension	23,155.56	45,000.00	-21,844.44	51.5%
140 · Retiree Health	0.00	6,000.00	-6,000.00	0.0%
<b>Total Salary and Benefit Costs</b>	208,531.28	402,000.00	-193,468.72	51.9%
<b>Total Expense</b>	279,189.67	577,048.17	-297,858.50	48.4%
<b>Net Ordinary Income</b>	227,358.51	0.00	227,358.51	100.0%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
900 · Interest Earnings	60.22			
910 · Fees for Services	16,257.00			
<b>Total Other Income</b>	16,317.22			
<b>Net Other Income</b>	16,317.22			
<b>Net Income</b>	243,675.73	0.00	243,675.73	100.0%



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## AGENDA REPORT

February 10, 2022

Executive Officer Report – Section B

**TO:** Local Agency Formation Commission

**FROM:** Olivia Gingold, Clerk/Junior Analyst

**SUBJECT:** **Current and Pending Proposals**

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### Background

The Commission is invited to discuss the item and provide direction to staff on any related matter as needed for future discussion and/or action.

LAFCo has received two new applications since the last Commission meeting in December for CSA #18 and 1203 Simmons Lane. Both have undergone agency review and are on today's agenda. 11 Brighton Blvd. is also on today's agenda, as is 800 Corte Madera's application which was continued from the December meeting. More information on LAFCo Files #1361, #1362, #1363, and #1364 can be found as part of the packet for Agenda Items #4, #5, #6, and #7.

Attachment:

1) Chart of Current and Pending Proposals

#### Administrative Office

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Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member

Current and Pending Proposals

LAFCo File #	Status	Proposal	Description	Government Agency	Latest Update
1361	On Today's Agenda	Annexation of portion of parcel for addition to 800 Corte Madera.	Marin County Open Space District requests that a portion of APN 033-200-01 measuring .50 acres in size be detached from the City of Mill Valley and annexed into Sanitary District #2 and the Town of Corte Madera. The intention is to include this .50 acre portion in the boundaries for the situs address 800 Corte Madera Ave. The land is currently being utilized by 800 Corte Madera Ave hence the reason for this application.	Sanitary District 2, Town of Corte Madera, City of Mill Valley.	Item is on today's agenda.
1362	On Today's Agenda	Outside Service Agreement with City of Mill Valley	Landowner Jon Grabham requests an Outside Service Agreement with the City of Mill Valley's sewer district for 11 Brighton Blvd., a parcel in unincorporated area adjacent to the City of Mill Valley. The property has a failing septic, which County EHS has determined is a public safety hazard. The City of Mill Valley has taken board action in favor of this OSA and agreed to serve as the applicant pursuant to Government Code §56133. The City has no interest in annexing the property at this time.	City of Mill Valley	Item is on today's agenda.
1363	On Today's Agenda	Reorganization of CSA 18	Max Korten, representing Marin County #18, and his authorized agent Jim Chayka submitted an application initiated by BOS resolution for the reorganization of CSA 18 including detachment of parcels from the service area, and the divestment of a power that permitted CSA 18 to work with Marin County Parks and Rec on the acquisition of land. The parcels being detached are being removed from the CSA's boundaries because they are not currently paying into the CSA fund. This action was recommended by Marin LAFCo's 2019 San Rafael Area MSR.	County Service Area #18	Item is on today's agenda.
1364	On Today's Agenda	Annexation of 1203 Simmons Lane.	Landowner Jose Zaragoza requests annexation approval of 1203 Simmons Lane to Novato Sanitary District. The parcel is approx. 1.01 acres and applied for annexation to connect to the sewer district and move off of septic as they plan to construct a new home on the existing parcel.	Novato Sanitary District	Item is on today's agenda.

Current and Pending Proposals

LAFCo File #	Status	Proposal	Description	Government Agency	Latest Update
1346	Completed	Annexation of 4576 Paradise Drive	Sierra Pines Group LLC ("applicant") requests approval to annex one lot totaling 9.575 acres to the Town of Tiburon. The affected territory is near the Town of Tiburon with a situs address of 4576 Paradise Drive (038-142-02).	Town of Tiburon	Item has been completed
1354	Completed	Annexation of 345 Highland Ave.	Landowners Jennifer and Robert Andrews (applicants) submitted an application for the annexation of 345 Highland Avenue to SRSD. The parcel is approx. .98 acres and has a failing septic that necessitates their annexation to SRSD.	San Rafael Sanitation District	Item has been completed
1355	Completed	Annexation of 666 Sequoia Valley Road	Landowner Matthew Farnsworth requests annexation approval of 666 Sequoia Valley Road to Homestead Valley Sanitary District. The parcel is approx. .47 acres and has a failing septic that necessitates their annexation to HVSD.	Homestead Valley Sanitary District	Item has been completed
1356	Completed	Annexation of 105 Roblar Drive	Sonoma Marin Area Rail Transit (S.M.A.R.T.) requests annexation approval of 105 Roblar Drive to Novato Sanitary District. The parcel is approx. .82 acres, and annexing to the district may induce growth in the parcel in the form of industrial office buildings. Novato Sanitary District has submitted some terms for connection which S.M.A.R.T. has agreed to.	Novato Sanitary District	Item has been completed
1357	Completed	Annexation of 2090 Vineyard Road	Landowner requests annexation approval of 2090 Vineyard Road to Novato Sanitary District. The parcel is approx. .40 acres.	Novato Sanitary District	Item has been completed
1358	Completed	Annexation of 32 Fairway Drive	32 Fairway Dr, San Rafael, had a failed septic tank which needed an OSA to connect into San Rafael Sanitary District. This is the applicant's application to annex permanently into SRSD. The parcel is approx. 1.02 acres and has been receiving service from SRSD.	San Rafael Sanitary District	Item has been completed
1359	Completed	Annexation of 1996 Novato Blvd.	Landowner Leonardo Del Toro requests annexation approval of 1996 Novato Blvd to Novato Sanitary District. The parcel is approx. 1.10 acres and applied for annexation to connect to the sewer district and move off of septic as the owner plans to construct two additional dwelling units on the existing parcel.	Novato Sanitary District	Item has been completed

Current and Pending Proposals

LAFCo File #	Status	Proposal	Description	Government Agency	Latest Update
1360	Completed	Annexation of 4916 Ranch Road	Landowners Jacqui Bos and Eric McCrath request annexation approval of 4916 Ranch Road to Sanitary District 2 and the Town of Tiburon. The parcel is approx. 10.45 acres and is looking to move off of septic as the landowners remodel the existing single-family home. The annexation to Town of Tiburon was initiated because of the dual annexation policy.	Sanitary District 2, Town of Tiburon	Item has been completed.
1328	Deemed Terminated	Annexation of 255 Margarita Drive	Landowner (Paul Thompson) requesting annexation approval of 255 Margarita Drive (016-011-29) in the unincorporated island community of Country Club to the San Rafael Sanitation District. The affected territory is approximately 1.1 acres in size and currently developed with a single-family residence. It has also established service with the SRSD as part of a LAFCo approved outside service extension due to evidence of a failing septic system. The outside service extension was conditioned – among other items – on the applicant applying to LAFCo to annex the affected territory to the San Rafael Sanitation District as a permanent means to public wastewater service. The application remains incomplete at this time and awaits consent determination by SRSD.	San Rafael Sanitation District	Application is now deemed terminated and staff is working to get SRSD to disconnect or get the applicant to resubmit application.



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## AGENDA REPORT

February 10, 2022

Executive Officer Report – Section C

**TO:** Local Agency Formation Commission

**FROM:** Jason Fried, Executive Officer

**SUBJECT:** Update on Marin City Incorporation Process

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### Background

At the June 10, 2021 Commission meeting approval was given for the Executive Officer to work with the Marin City Incorporation Exploratory Committee (MCIEC) to issue an RFP for a Pre-Fiscal Analyst for the possible formation of a new city. The Marin City Community Service District (MCCSD) had voted to have MCIEC work with LAFCo on this project. Over the past few months staff has been working with the MCIEC to address several items before issuing the RFP. The MCIEC informed LAFCo in January that MCCSD has requested this be slowed down while they consider impacts to the community and asked LAFCo to stop its work. LAFCo staff has of course stopped all work on this item and will wait for MCCSD to decide what next steps, if any, it wishes to move on. It is staff's understanding that the MCIEC has also decided to disband at this time. Should this item move forward again in the future staff will inform the Commission before taking any additional actions.

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Town of Fairfax

James Campbell, Alternate  
City of Belvedere

Lew Kious, Vice Chair  
Almonte Sanitary District

Craig K. Murray, Regular  
Las Gallinas Valley Sanitary

Tod Moody, Alternate  
Sanitary District #5

Larry Loder, Regular  
Public Member

Richard Savel, Alternate  
Public Member



# Marin Local Agency Formation Commission

Regional Service Planning | Subdivision of the State of California

## AGENDA REPORT

February 10, 2022

Executive Officer Report – Section D

**TO:** Local Agency Formation Commission

**FROM:** Jason Fried, Executive Officer

**SUBJECT:** 2022 Committee Assignment

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### Background

In the Marin Local Agency Formation Commission (LAFCo) Policy Handbook, Section 3.5 (A)(iii) (Selection and Duties of the Chair) gives the LAFCo Chair the ability to, “Make appointments to committees as needed.”

In addition, LAFCo Policy Handbook section 3.9 (A) states “Marin LAFCo shall maintain the following three standing committees on an annual basis with appointments and/or reappointments made at the beginning of each calendar year.”

Chair McEntee has made the following 2022 committee assignments:

#### **Budget and Work Plan Committee:**

Commissioner Dennis Rodoni  
Commissioner Barbara Coler  
Commissioner Lew Kious

#### **Legislative Committee:**

Commissioner Larry Loder  
Commissioner Craig Murray  
Commissioner Tod Moody

#### **Policy and Personnel Committee:**

Commissioner James Campbell  
Commissioner Damon Connolly  
Commissioner Sashi McEntee

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