

OFFICE OF THE
COUNTY ADMINISTRATOR

Matthew H. Hymel
COUNTY ADMINISTRATOR

July 29, 2014

Marin County Civic Center
3501 Civic Center Drive
Suite 325
San Rafael, CA 94903
415 473 6358 T
415 473 4104 F
CRS Dial 711
www.marincounty.org/cao

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Resolution to extend sunset (expiration) date for advisory boards and commissions; and first reading of Ordinance to amend various sections of Marin County Code extending sunset date for boards and commissions

Dear Supervisors,

RECOMMENDATION:

1. Review and adopt proposed resolution to extend the sunset date for sixteen discretionary boards and commissions
2. Request Clerk to read the ordinance by title only and schedule merit hearing for August 5, 2014, at 10:30 a.m. to amend Marin County Code sections 9.02.100, 2.42.100, 10.02.100, 2.43.080, and 23.19.150(c) to extend the sunset date for five discretionary commissions and allow future extensions via resolution

SUMMARY:

In 2006 the Board of Supervisors conducted a review of county advisory boards and commissions, and adopted Resolution No. 2006-112 and Ordinance No. 3461. Resolution No. 2006-112 specified guidelines for the establishment and dissolution of County advisory boards, commissions, and committees (hereinafter referred to as "commission" or "commissions"). These commissions may also be referred to as "discretionary commissions" as they are not mandated by state or federal law or regulation. Ordinance No. 3461 subsequently amended Marin County Code to include a sunset date for commissions established through Ordinance.

Resolution 2006-112 requires that a "sunset date" or date of dissolution be set for all new and existing discretionary commissions. Sunset dates are set with consideration to the project time frame upon which the commission is expected to accomplish the special purpose for which it was created. Although some commissions may be expected to exist for many years, the sunset date shall not be set beyond four (4) years from the date the commission is authorized by the Board. Per Resolution No. 2006-112 a commission will sunset on its sunset date unless your Board takes action to continue the commission.

On July 27, 2010 your Board approved Resolution 2010-66 which established August 15, 2014 as the sunset date for sixteen (16) discretionary advisory commissions unless your Board takes action to either continue or discontinue these commissions prior to this date. Since your Board's adoption of this resolution, the Bolinas Lagoon Technical Advisory Committee was reformed to the Bolinas Lagoon Advisory Council with the same sunset date (Resolution 2012-65). The complete list of discretionary commissions created by Board resolution is included below.

- (a) Alcohol and Drug Advisory Board
- (b) Aviation Commission
- (c) Bolinas Lagoon Advisory Council
- (d) Fish and Wildlife Commission
- (e) Frank Lloyd Wright Civic Center Conservancy
- (f) Health Council
- (g) Kentfield Planning Advisory Board
- (h) Library Commission
- (i) Strawberry Design Review Board
- (j) Tamalpais Design Review Board
- (k) CSA #6 (Gallinas Creek) Advisory Board
- (l) CSA #16 (Greenbrae) Advisory Board
- (m) CSA #18 (Las Gallinas) Advisory Board
- (n) CSA #20 (Indian Valley) Advisory Board
- (o) CSA #29 (Paradise Cay) Advisory Board
- (p) CSA #33 (Stinson Beach) Advisory Board

On August 3, 2010 your Board approved Ordinance No. 3547 amended Marin County Code to include August 15, 2014 as the sunset date for the following four (4) commissions that were established through Marin County Code.

- (a) Cultural Services Commission
- (b) Human Rights Commission
- (c) Parks and Open Space Commission
- (d) Marin Women's Commission

On July 30, 2013 your Board approved Ordinance No 3598 amended Marin County Code to include August 15, 2014 as the sunset date for the Integrated Pest Management Commission.

The County Administrator's Office (CAO) distributed a questionnaire to all discretionary commissions. A spreadsheet summarizing results from this review is attached for your reference (Exhibit A). Overall commissions are fulfilling their missions and meeting on a regular basis. The purpose for these commissions is ongoing and they should be continued for another four (4) years.

Adoption of the attached resolution (Exhibit B) and ordinance (Exhibit C) will continue all 21 commissions another four (4) years and establish a new

sunset date of August 15, 2018. Your action will also establish that any subsequent extensions of the five (5) discretionary commissions established by County Code may occur through resolution, rather than ordinance.

FISCAL/STAFFING IMPACT:

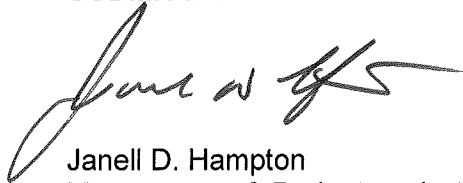
There is no fiscal impact associated with this action.

Please let me know if you have any questions or concerns.

REVIEWED BY:


- | | |
|--|---|
| <input type="checkbox"/> Department of Finance | <input checked="" type="checkbox"/> N/A |
| <input checked="" type="checkbox"/> County Counsel | <input type="checkbox"/> N/A |
| <input type="checkbox"/> Human Resources | <input checked="" type="checkbox"/> N/A |

SUBMITTED BY:



Janell D. Hampton
Management & Budget analyst

REVIEWED BY:



Matthew H. Hymel
County Administrator

Attachments:

1. Exhibit A – Summary Review of Commissions
2. Exhibit B – Resolution Extending Sunset Date
3. Exhibit C – Ordinance Extending Sunset Date
4. Exhibit D – Resolution No. 2006-112