

**MUNICIPAL SERVICES AUTHORITY
BOARD OF DIRECTORS MINUTES
MAY 19, 2016**

Approved Action Minutes

The Municipal Services Authority held a regular meeting of the Board of Directors on May 19, 2016 at the Central Marin Police Authority Community Room. The meeting was called to order at 3:49 p.m.

1. CALL TO ORDER

Members Present: Ken Nordhoff, Chair

Dan Schwarz, Vice-Chair

Steve Rogers, Member

Other Attendees: Richard Averett, Executive Director

Jennifer Bower, Director of Administrative Services

Julie Carter, RGS Executive Committee Member

Tara Sanders, Deputy Clerk of the Board

2. PUBLIC COMMENT – None.

3. APPROVAL OF CONSENT AGENDA

A. Approval of **February 18, 2016** Minutes

Action: Moved and seconded (Rogers/Schwarz) to approve consent agenda items.

AYES: Nordhoff, Schwarz, Rogers

NOES: None

ABSTAIN: None

4. TREASURER’S REPORT

A. Review of Preliminary Fiscal-Year-To-Date Financial Reports through March 2016

This is an information item and no action was taken. Executive Director Averett reviewed the financial performance of the agency, noting net income of \$376,000 due in part to an additional \$200,000 mid-year contribution by Member RGS.

B. Approve FY2017 Budget

Executive Director Averett reviewed the FY2016 projected financial performance and the FY2017 proposed budget. JPA net income is forecasted to be \$434,000 - \$190,000 above budget for this fiscal year. FY2017’s budget is expected to add net income of \$244,000. Both fiscal years’ performance may be negatively impacted by claims expenses, whether actual and/or incurred but not reported.

Action: Moved and seconded (Rogers/Schwarz) to approve FY2017 budget.

AYES: Nordhoff, Schwarz, Rogers

NOES: None

ABSTAIN: None

C. Authorization to Extend External Auditor Engagement

Action: Moved and seconded (Rogers/Schwarz) to extend external auditor engagement.

AYES: Nordhoff, Schwarz, Rogers

NOES: None

ABSTAIN: None

5. OLD BUSINESS – None.

6. NEW BUSINESS – None.

7. ADJOURNMENT – The meeting adjourned at 3:52 p.m. The next regular meeting is scheduled for August 18, 2016 at 1:00 p.m. in Walnut Creek.