



# NOTICE OF THE FINANCE & ADMINISTRATION COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Thursday, March 28, 2024 at 9:30 AM

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## MINUTES

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### LOCATIONS:

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Outside location for Director Larry Russell – Renaissance Hotel, Business Center, 1390 Kapiolani Blvd., Honolulu, HI 96814

The public attended this meeting in-person or remotely using the following methods:  
on a computer or smart device: <https://marinwater.zoom.us/j/81110533069> or  
by phone: 1-669-444-9117 using Webinar ID: 811 1053 3069.

### AGENDA ITEMS:

#### 1. Call to Order and Roll Call

Chair Jed Smith called the meeting to order at 9:30 a.m.

#### DIRECTORS PRESENT

Ranjiv Khush

Larry Russell (*arrived at approximately 9:33 a.m.*)

Matt Samson

Jed Smith

#### DIRECTOR ABSENT

Monty Schmitt

#### 2. Adoption of Agenda

A motion was made by Director Khush and seconded by Director Samson to adopt the agenda.

There were no public comments.

Voting Yea: Directors Khush, Samson, and Smith

Absent: Directors Russell and Schmitt

**3. Public Comment on Non-Agenda Matters**

There were no public comments.

**4. Regular Items**

- a. Minutes of the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors on February 15, 2024

**RECOMMENDATION:** Approve the minutes

A motion was made by Director Samson and seconded by Director Khush to approve the minutes.

There were no public comments.

Voting Yea: Directors Khush, Samson, and Smith

Absent: Directors Russell and Schmitt

- b. Review Dual Noticing of Committee Meetings

**RECOMMENDATION:** Consider whether there is an interest in revising the District’s current practice of dually noticing the committee meetings as special board meetings and provide direction to staff.

General Council Molly MacLean presented this item.

Director Russell arrived.

After the presentation, the Board provided feedback requesting staff to develop a proposal for the Board to consider and possibly approve at a future Board meeting.

There was one (1) public comment.

The Board did not take any formal action.

- c. Legal Review of the Brown Act, Public Records Act and Applicable Campaign Laws

**RECOMMENDATION:** Receive a legal review of the Brown Act, Public Records Act and applicable campaign laws from the General Counsel’s Office

General Counsel MacLean and Staff Counsel Jerrad Mills provided an overview. After each law was presented, discussion followed.

Director Russell had left the meeting after the review of the Brown Act.

There was no public comment.

The Board did not take any formal action.

d. Monthly Financial Update

**RECOMMENDATION:** Review the Monthly Financial Update

Finance Director Bret Uppendahl provided an update. Discussion ensued.

There was no public comment.

This was an information item. The Board did not take any formal action.

**5. Upcoming Meeting**

The Board Secretary announced the next Finance & Administration Committee Meeting would take place on April 25.

There were no Board comments and no public comments.

**6. Adjournment**

There being no further business, the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors adjourned at 11:03 a.m.



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Terrie Gillen, CMC  
Board Secretary

The minutes were approved at the Finance & Administration Committee Meeting/Special Meeting of the Board of Directors on April 25, 2024.