
BY-LAWS

OF THE

MARIN PUBLIC FINANCING AUTHORITY

Adopted January 24, 2017

ARTICLE I

THE AUTHORITY

Section 1.1. Name. The official name of the Authority shall be the “Marin Public Financing Authority” and shall be referred to herein as the “Authority.” The Authority was created pursuant to the Joint Exercise of Powers Agreement, dated as of January 24, 2017 (the “Agreement”), between Las Gallinas Valley Sanitary District (“LGVSD”) and Sausalito- Marin City Sanitary District (“SMCSD”).

Section 1.2. Authority Board Members. The Authority shall be administered by a governing board of directors (the “Board”) as set forth in the Agreement. The General Manager and senior finance officer (or the senior officer handling financial matters) of each Member shall be the initial members of the Board. Each Member shall have two directors of the Board and may select those directors from elected directors, officers or employees of their agency. Each member agency may from time to time select and appoint new directors to the Authority by notifying the Authority in writing of such an action. The term of office as a member of the Board shall terminate when a Member informs the Authority of a new appointment or when the director ceases to hold such position and the Member has appointed a replacement.

Section 1.3. Office. The business office of the Authority shall be the business office of LGVSD or at such other place as may be designated by the Board.

ARTICLE II

OFFICERS

Section 2.1. Officers. The Officers of the Authority shall be the President, Vice President, Treasurer and Secretary and shall initially be the holders of the positions of the Members provided below. The officers of the Authority shall be determined by the Board at the annual meeting. There shall be no term limits for officers so long as they are a member of the Board.

Section 2.2. President. The initial President of the Authority shall be the person who is the General Manager of LGVSD. The President shall preside at all meetings of the Authority, and shall submit such information and recommendations to the Board as he or she may consider proper concerning the business, policies and affairs of the Authority. The President shall be responsible for execution and supervision of the affairs of the Authority.

Section 2.3. Vice President. The initial Vice President of the Authority shall be the person who is the General Manager of SMCSD. If the President is not then available to carry out his or her duties, then the Vice President shall be responsible for such duties.

Section 2.4. Treasurer. The initial Treasurer of the Authority shall be the person who serves as the senior finance officer of LGVSD. Subject to the applicable provisions of any trust agreement, indenture or resolution providing for a trustee or other fiscal agent, the Treasurer is designated as the depository of the Authority to have custody of all the money of the Authority,

from whatever source, and, as such, shall have the powers, duties and responsibilities specified in Section 6505.5 of the Act.

Section 2.5. Secretary. The initial Secretary of the Authority shall be the person who serves as the senior finance officer of SMCS D. The Secretary shall keep the records of the Authority, shall act as Secretary at the meetings of the Authority and record all votes, shall keep a record of the proceedings of the Authority in a journal of proceedings to be kept for such purpose, shall produce minutes of Board meetings, and shall perform all other duties incident to the office.

Section 2.6. Confirmation of Officers. Confirmation or selection of new officers shall be the first order of business at the annual meeting of the Authority, held in each calendar year.

Section 2.7. Legal Advisor. Initially, the person serving in the position of District Counsel to LGVSD shall act as the legal advisor of the Authority and shall perform such duties as may be prescribed by the Board; *provided, however*, that if the Authority's legal advisor determines that a conflict exists in connection with his or her representation of the Authority as to any specific matter, he or she shall so advise the Board and the Board shall select such other attorney or firm of attorneys to act as the legal advisor to the Authority with respect to such matter. The confirmation of or selection of legal counsel shall occur at the annual meeting to the extent practical.

Section 2.8. Authority to Bind Authority. Any member of the Board of the Authority may be authorized to execute agreements or other documents on behalf of the Authority; *provided that* no member, officer, agent or employee of the Authority, without prior specific or general authority by a vote of the Board, shall have any power or authority to bind the Authority by any contract, to pledge its credit, or to render it liable for any purpose in any amount.

ARTICLE III

EMPLOYEES AND AGENTS

Section 3.1. Appointment of Employees and Agents. The Authority may from time to time request from the Members the services of such personnel, counsel or agents, permanent or temporary, as may be necessary to carry out the business and affairs of the Authority. The Board may in addition employ temporary professional and technical personnel on such terms and at such rates of compensation as the Board may determine, for the performance of Authority business and affairs, provided that adequate sources of funds are identified for the payment of such temporary professional and technical services.

ARTICLE IV

MEETINGS

Section 4.1. Regular Meetings. The Board shall conduct a regular meeting on January 24, 2017, at 10:00 a.m., at the offices of LGVSD located at 300 Smith Ranch Road, San Rafael, California 94903. Thereafter, unless otherwise provided by a resolution of the Authority, regular meetings shall be held at the offices of LGVSD at 2:00 p.m. on the same date as regular meetings

of the Board of Directors of LGVSD. If the Secretary does not post an agenda for a regular meeting pursuant to Government Code Section 54954.21, then such failure to post shall be deemed to be a determination by the President that no items required discussion and, therefore, that the regular meeting should be cancelled, except as otherwise provided in Section 54954.2. The Authority shall hold an annual meeting, which shall typically be the first regular meeting of each calendar year, however, the time and place for the annual meeting may be modified by a Board resolution when matters to be considered at the annual meeting are prepared and ready for Board action.

Section 4.2. Special Meetings. A special meeting may be called at any time by the President or the Vice President by delivering written notice to each Board member and providing public notice. Such written notice to a Board member may be dispensed with as to any Board member who at or prior to the time the meeting convenes files with the Secretary of the Authority a written waiver of notice. Such waiver may be given by electronic mail or telecopy. Such written notice may also be dispensed with as to any Board member who is actually present at the meeting.

Section 4.3. Closed Sessions. Nothing contained in these by-laws shall be construed to prevent the Board from holding closed sessions during a regular or special meeting concerning any matter permitted by law to be considered in a closed session.

Section 4.4. Public Hearings. All public hearings held by the Board shall be held during regular or special meetings of the Board.

Section 4.5. Adjourning Meetings and Continuing Public Hearings to Other Times or Places. The Board may adjourn any meeting to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. If all Board members are absent from any regular meeting or adjourned regular meeting the Secretary or Acting Secretary of the Authority may declare the meeting adjourned to a stated time and place and shall cause a written notice of the adjournment to be given in the same manner as provided for special meetings unless such notice is waived as provided for special meetings. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place where the meeting was held within 24 hours after the time of the adjournment. When a regular or adjourned regular meeting is adjourned as provided in this section, the resulting adjourned regular meeting is a regular meeting for all purposes. When an order of adjournment of any meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meetings.

Any public hearing being held, or any hearing noticed or ordered to be held at any meeting may by order or notice of continuance be continued or recontinued to any subsequent meeting in the same manner and to the same extent set forth herein for the adjournment of the meetings; provided, that if the hearing is continued to a time less than 24 hours after the time specified in the order or notice of hearing a copy of the order or notice of continuance shall be posted immediately following the meeting at which the order or declaration of continuance was adopted or made.

Section 4.6. Ralph M. Brown Act. The Ralph M. Brown Act applies to all meetings of the Board.

Section 4.7. Order of Business. The President or Vice President shall prepare or approve the agenda of all meetings. Business will be conducted according to the agenda, except when determined by the Board as permitted by law.

Section 4.8. Parliamentary Procedure. The presiding officer at the meeting shall determine the rules of conduct. The presiding officer may be guided by the rules of parliamentary procedure set forth in Rosenberg's Rules of Order, but failure to follow Rosenberg's Rules of Order shall not affect the validity of any action or motion duly taken or adopted by the Board at any lawfully held meeting.

ARTICLE V

AMENDMENTS

Section 5.1. Amendments to By-Laws. These by-laws may be amended by the Board of the Authority at any regular or special meeting by majority vote, provided that a description of the proposed amendment to any particular section is included in the notice of such meeting.