

TOWN OF SAN ANSELMO

Minutes of the Town Council Meeting of January 22, 2013

Present: Coleman, Greene, Kroot, Lopin

Absent: McInerney

7:00 p.m.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ANNOUNCE ACTION TAKEN, IF ANY, IN CLOSED SESSION

Mayor Coleman announced there was no closed session.

OPEN TIME FOR PUBLIC EXPRESSION

There was no comment from the public during open time.

COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Lopin attended a recent meeting of Marin Emergency Radio Authority (MERA) and reported a new radio equipment system needs to be in place by 2021. Discussions at the meeting included how to educate the public for the need of a new system and funding for the new equipment may possibly be on a 2014 ballot with a bond estimate \$54.6 million.

Lopin reported the San Anselmo Financial Advisory Committee is looking at various funding sources for the Town and also reviewing the Town's budget; Marin General Hospital will be seeking \$350 million bond on the November 2013 ballot; there may be possible changes to the 415 area code number for Marin County.

Greene reported on a recent meeting of the Marin Energy Authority (MEA). Greene reported MEA's rates are expected to increase by 7% in April; PG&E rates are expected to increase by 12%. MEA's rates will still be competitive.

Greene noted the Transportation Authority of Marin (TAM) will be holding a meeting on Thursday to discuss the possible elimination of the pedestrian overpass at Lucky Drive. Greene asked that members of the community who are interested in the issue and have particular opinions they want to convey to contact him with their input.

Coleman reported Homeward Bound is shifting their focus as they are trying to move able people into temporary housing so that Homeward Bound may deal more actively with those who need intensive counseling.

Public Works Director, Sean Condry, announced the property owner of 790 Sir Francis Drake Blvd. will be moving ahead with construction of the building and the construction will start in the next few weeks.

1. CONSENT AGENDA: ITEMS ON THE CONSENT AGENDA MAY BE REMOVED AND DISCUSSED SEPARATELY. DISCUSSION MAY TAKE PLACE AT THE END OF THE AGENDA. OTHERWISE, ALL ITEMS MAY BE APPROVED WITH ONE ACTION.

- (a) Approve minutes of January 8, 2013.
- (b) Acknowledge and file warrant numbers 74280 to 74461 issued during the month of December, 2012, in the amount of \$1,641,812.68.
- (c) Approve the Revenue and Expenditure Report for the month ending December 31, 2012.
- (d) Approve Recreation Revenue & Expenditure Report for the period ending December 31, 2012.
- (e) Approve the Quarterly Treasurer's report for the quarter ending December 31, 2012.
- (f) Approve Resolution No. 4020 directing staff to include complete streets transportation elements in development and capital improvement projects within the Town.

There was no comment from the public regarding Consent Agenda.

Mayor Coleman removed item (b) from the consent agenda.

M/s, Kroot/Greene, to approve consent agenda items (c) through (f). AYES: Coleman, Greene, Kroot, Lopin. NOES: None. ABSENT: McNerney.

Coleman asked if the Town will be paying bills for the Central Marin Police Authority.

Carrillo explained that the Town will be wiring money to Central Marin Police Authority (CMPA) once a month. The money will not show on the warrant report because it is not a warrant. Carrillo will include the amount that is wired to CMPA in her monthly staff report. There will be some bills that we will have to send to CMPA; some bills we will have to bill CMPA and some of the bills will have to be trued up but for the most part the bills will be paid by Central Marin Police Authority.

Regarding the warrants for December 2012, Coleman asked for clarification of the \$13,920 for the Memorial Park Grant application.

Condry explained that the Town is working in conjunction with the County on a dual use facility detention basin and park at Memorial Park. The grant application is proximately 95% complete. The County will be reimbursing the Town approximately \$90,000 of the \$110,000 the Town will be spending. The grant application will be submitted in February and the \$13,920 is money the Town has spent in the grant application process.

M/s, Lopin/Kroot, to approve item (b) of the consent agenda. AYES: Coleman, Greene, Kroot, Lopin. NOES: None. ABSENT: McNerney.

2. APPOINT MEMBERS TO THE OPEN SPACE COMMITTEE (1 SEAT) AND ECONOMIC DEVELOPMENT COMMITTEE (5 SEATS) AND APPOINT TWO TOWN COUNCILMEMBERS TO THE ECONOMIC DEVELOPMENT COMMITTEE.

Town Manager, Debra Stutsman presented the staff report. Stutsman stated the Open Space Committee has a membership of 11 seats including one youth member and there is one seat available. Daniel Krebs has reapplied for a position and was interviewed on January 8, 2013.

There was no comment from the public.

M/s, Greene/Kroot, to appoint Daniel Krebs to the Open Space Committee. AYES: Coleman, Greene, Kroot, Lopin. NOES: None. ABSENT: McInerney.

Stutsman explained the newly formed Economic Development Committee has a membership of 5 seats and all 5 seats are available. Magan Arthur, Jennifer Hansen, Connie Rodgers, Matt Storms, and Wayne Wechsler have applied for positions and were interviewed on January 8, 2013.

M/s, Kroot/Greene, to appoint Magan Arthur, Jennifer Hansen, Connie Rodgers, Matt Storms, and Wayne Wechsler to the Economic Development Committee. AYES: Coleman, Greene, Kroot, Lopin. NOES: None. ABSENT: McInerney.

M/s, Lopin/Greene, to appoint Mayor Coleman and Vice Mayor Kroot to serve on the Economic Development Committee. AYES: Coleman, Greene, Kroot, Lopin. NOES: None. ABSENT: McInerney.

3. **APPROVE REQUEST OF NEIGHBORS ON REDWOOD ROAD TO CONTRIBUTE TO THE NON-MAINTAINED PAVING PROJECT PER TOWN RESOLUTION IN AN AMOUNT NOT TO EXCEED \$21,881.**

Kroot recused himself from this portion of the meeting as he owns property on Redwood Road.

Public Works Director, Sean, Condry presented the staff report. Condry asked Council to approve the request from residents of Redwood Road for the Town to contribute Measure G funds to a non-maintained Town road project on Redwood Road between 600 Redwood Road and approximately 20' south of the intersection of Melville Avenue and Redwood Road, a length of roughly 800 lineal feet. Condry thinks it is a good project that is worth doing.

Public comment

Greg King, 600 Redwood Road, said the road is definitely in need of repair. King said improving the road will make the road safer and it will have better drivability.

Jeff Kroot, Redwood Road, property owner, said the road is in terrible condition. As a property owner of a vacant lot on Redwood Road Kroot fully supports the paving project. (He again left the meeting).

M/s, Greene/Lopin, to approve the request of neighbors on Redwood Road to contribute to the non-maintained paving project per Town resolution in an amount not to exceed \$21,881. AYES: Coleman, Greene, Lopin. NOES: None. RECUSED: Kroot. ABSENT: McInerney.

4. CONSIDER CONTINUATION OF COST SHARING OF ELM TREE SPRAYING IN THE BARBER AVENUE NEIGHBORHOOD.

Public Works Director, Sean, Condry presented the staff report.

Kroot said the program was started many years ago in an effort to try to save as many of the trees as possible.

Condry said the Elm trees are in poor condition and dying rapidly. Condry noted the Barber Avenue neighborhood is the only neighborhood in the Town in which the Town shares the cost of tree spraying.

Kroot is concerned that if the Town does not continue with the cost sharing of the trees that the neighbors will feel the Town stopped the spraying and by doing so killed the trees.

Coleman would like to preserve the Elm trees if possible and she is in support of sharing the cost of the Elm tree spraying for the current year.

Greene feels it is not right to discontinue the spraying without notice to the neighborhood. Greene suggests notification be sent to the neighbors at this time that most likely the Town will not approve cost sharing of spraying the Elm trees in future years.

M/s, Greene/Kroot, to approve to pay the cost sharing of Elm tree spraying in the Barber Avenue Neighborhood this year and to advise Barber Avenue residents that in the future the Town most likely will not continue to pay the cost sharing of Elm tree spraying. AYES: Coleman, Greene, Kroot, Lopin. NOES: None. ABSENT: McInerney.

5. APPROVE RESOLUTION NO. 4021 AMENDING THE 2012-2013 BUDGET AS A RESULT OF THE MID-YEAR BUDGET REVIEW.

Finance and Administrative Services Director, Daria Carrillo presented the staff report stating that on September 11, 2012 the Town Council approved Resolution No. 4003 adopting the 2012-2013 Budget and since that time new information has become available. Carrillo stated that staff recommends that three funds be revised based on the latest information.

General Fund

- Adjust the Streets Department to the Engineering Department budgets due to employee requirements for a modified work duty. This has no impact on the budget.

- The Memorial Park grant in which \$90,000 is proposed to be added to the budget as well as the expenditures of \$90,000. The expenditures are expected to exceed \$90,000; however, there are sufficient funds in the budget to allow for additional expenditures.
- Increase the Police Budget by \$223,163 for payments that were made to employees as a result of the police consolidation with Central Marin Police Authority and the retirement of the Police Chief.

Grant Fund

- Increase Revenue \$54,888 for Grant Fund money received from the State but is not in the budget. The revenue is for work done in previous years.
- Remove Street Light Efficiency Grant money that we expected to receive this year. However, we received it and recorded it in the previous year.
- Increase Expenditures in the amount of \$109,803 for work done on Sunny Hills Drive. The Town received money for work that was anticipated to be done next year. Therefore, the expenditures were not in the 2012-2013 budget.

Emergency Fund

- Increase expenditures in the amount of \$77,730 for emergency work that was done on Scenic Avenue.
- Increase expenditures in the amount of \$8,520 for work paid to the FEMA consultant.
- Increase expenditures in the amount of \$175,000 for 50% of the amount of a contract dispute.
- These changes to the Emergency Fund will result in the fund being fully expended and there will no longer be a balance in the Emergency Fund.

Greene asked for an update on the Inspector General's audit regarding FEMA and the 2005 Flood. Greene has concerns that the Town may be liable for \$650,000 in addition to the adverse impact it could have on the Town's budget if the Town had to give money back to FEMA.

Stutsman said the \$650,000 is money the Town has requested but has not yet received. FEMA has informed the Town they will not be taking back any funds in which they had previously paid to the Town.

Stutsman noted staff has not been counting on receiving the additional FEMA reimbursement money that the Town has requested.

Kroot asked if there has been a resolve to the slide repair work that was performed by the Town at 437 Scenic Avenue.

Condry said the slide repair has been completed and staff is now preparing to put a lien on the property.

There was no comment from the public.

M/s, Greene/Kroot, to approve Resolution No. 4021 amending the 2013-2013 Budget as a result of the mid-year budget review. AYES: Coleman, Greene, Kroot, Lopin. NOES: None. ABSENT: McInerney.

6. ADJOURN.

Mayor Coleman adjourned the meeting in memory of Brian Oliva and Tommy Thongnopneua. Brian Oliva was an elected official of the Ross Valley Sanitary District and Tommy Thongnopneua was the business owner/chef of Orchid Thai Restaurant on San Anselmo Avenue.

Meeting adjourned at 8:15 pm.

Respectfully submitted,

Joanne Kessel