

TOWN OF SAN ANSELMO

Minutes of the Town Council Meeting of May 28, 2013

Present: Coleman, Dahlgren, Greene, Kroot, McInerney

Absent: None

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.

COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Kroot asked for the status of scheduling for a Town Council agenda item regarding the Memorial Park Detention Basin.

Town Manager Stutsman is hopeful to schedule the item June 25 or July 11. She is waiting to hear from James Reilly at Stetson Engineering to confirm a meeting date.

Kroot acknowledged recent Planning Commission meetings being cancelled due to lack of planning issues needing review. Kroot thinks it is a good time to review and possibly update the Town's Planning Code. He suggests a sub-committee of two Planning Commissioners and two Councilmembers and planning staff.

Greene supports Kroot's idea. Greene stated the Planning Commission cancels many of their meetings and it would be a good time, during this lull, to review the planning code.

McInerney asked if staff has thought about a program to assure median weeds do not get taller than 3 or 4 feet.

Public Works Director, Sean Condry, stated the lack of staff in the Public Works crew makes it difficult to keep up with weeds in the medians. The staff routinely takes care of many tasks in addition to unexpected tasks that arise each day. Staff is considering the possibility of outsourcing the median upkeep in the future.

Stutsman noted ten years ago the Streets and Parks crew consisted of 10 people. Currently there are five. Additionally, the Town of San Anselmo does not use pesticides. Stutsman stated staff is considering putting out an RFP for a landscape maintenance company that would be responsible to keep the weeds cut in the medians.

McInerney would like further input and discussion from Council regarding the Volunteer of the Year program. McInerney is uncomfortable giving out cash prizes to volunteers of the Town.

Greene asked about business license processing fees collected by the Town since Ordinance No. 1085 became effective. Stutsman said she would look into the issue and report back.

Coleman reported on the recent meeting of the Town's Economic Development Committee.

Coleman has recently received many comments from residents regarding Council's decision to approve the request from Marin Sanitary Service (MSS) for the Town's garbage service contract to provide a rental fee of \$1.78 per month, per green cart, to customers requesting additional green carts. Coleman requested that Council revisit the Town's Green Waste Program.

Stutsman confirmed she will agendize a discussion regarding MSS green cart policy. Instead of using personal cans Stutsman noted MSS customers may choose to rent additional green carts for one month periods; it does not have to be an ongoing commitment.

Dahlgren requested more information regarding Marin Sanitary Service (MSS) workers compensation liabilities in relation to the Town's Green Waste Program.

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 May 14, 2013.
- (b) Approve Special Events Application for the Beatles Tribute in Creek Park on Saturday, July 13, 2013, from 5 to 10 p.m., sponsored by the San Anselmo Arts Commission.
- (c) Approve the following resolutions: Resolution No. 4032 establishing the 2013-2014 tax amounts for the Municipal Services Tax; Resolution No. 4033 establishing the 2013-2014 Pension Override Tax; Resolution No. 4034 establishing the 2013-2014 Measure G General Obligation Debt Service Series 2003 and 2011; Resolution No. 4035 establishing the 2013-2014 Special Library Services Tax for the purpose of placing these ongoing taxes on the property tax bills.
- (d) Approve Resolution No. 4036 setting the 2013-2014 tax rate for the Ross Valley Paramedic Authority for the purpose of placing this ongoing tax on the property tax bills.

There was no comment from the public on the consent agenda.

Greene pulled items (a) and (c) from the consent agenda.

M/s, Kroot/McInerney, to approve consent agenda items (b) and (d). AYES: Coleman, Dahlgren, Greene, Kroot, McInerney. NOES: None.

Regarding item 1(a), discussion on the Plan Bay Area, page 6, Item 4, paragraph 2, Greene requested the references made to "*Marin Telecommunications Agency (MTC)*" should be corrected to read "*Metropolitan Transportation Commission (MTC)*".

Greene noted on page 6, Item 4, paragraph 4 is a repeat of the prior paragraph and should be eliminated from the minutes.

Greene requested that Item 4 of the minutes reflect his statement "*his original concern was that a condition of receiving federal money via MTC and ABAG was to comply with requirements of the One Bay Area Plan. The TAM staff pushed back on that condition and it is no longer a requirement. The Complete Streets program and an approved Housing Element are still required conditions.*"

McInerney requested changes to page 4, paragraph 8, regarding discussions on the report from the Financial Advisory Commission (FAC) where it states "*McInerney likes the recommendations of the committee and he supports a sales tax increase as he believes it makes better sense than debt.*" McInerney said that he intended to communicate he is more in favor of a tax increase than bonds or something else that would incur debt, not that he was in support of a sales tax increase.

Item 1(c) - Greene asked if the \$78.00 per living unit in the Municipal Services Tax the same amount of tax as it was last year.

Carrillo said that it is that same amount as it was last year as is the Pension Override and the bonds.

M/s, McInerney/Kroot, to approve consent agenda items 1(a) and 1(c) with modifications to item 1(a) as requested by Greene and McInerney. AYES: Coleman, Dahlgren, Greene, Kroot, McInerney. NOES: None.

2. APPOINT MEMBER TO THE QUALITY OF LIFE COMMISSION (ONE SEAT).

Town Manager, Debra Stutsman, presented the staff report.

M/s, Greene/Kroot, to re-appoint Lea Dutton to the Quality of Life Commission. AYES: Coleman, Greene, Kroot, McInerney. NOES: None. ABSTAIN: Dahlgren.

3. PRESENTATION ON THE PLANS FROM COMMUNITY VOLUNTEERS TO PLANT THE SIR FRANCIS DRAKE BLVD MEDIAN BETWEEN THE HUB AND TUNSTEAD AVENUE.

The San Anselmo Median Project is a combined effort between Michael Moncayo Construction and Studio Green Landscape Architects. The presentation was made by Michael Moncayo, and John Merten, Studio Greene Landscape Architects.

John Merten explained the median design as a celebration of the distinctive qualities of San Anselmo, while providing much needed aesthetic improvements. The medians are an opportunity to define the town's identity as a progressive, active, and conscientious community by using sustainable, low

maintenance, drought-tolerant California Native plants in the medians. The installation and partial maintenance would be a combined public/private partnership. Donor opportunities include the purchase of materials, donation of specific labor, professional donations and silhouette sponsorship as a fund-raising device. There is also support from the Chamber of Commerce to direct funding through the San Anselmo Community Foundation and make use of 'crowd-funding' opportunities.

The Councilmembers expressed thanks and support to Moncayo and Merten for their excellent work and dedication to the Town.

4. DISCUSS THE RECOMMENDATION OF THE FINANCIAL ADVISORY COMMITTEE REGARDING A POSSIBLE SALES TAX MEASURE ON THE NOVEMBER 2013 BALLOT, REVIEW THE NOVEMBER ELECTION CALENDAR AND CONSIDER THE PROPOSALS FOR A PUBLIC OPINION POLL TO ASCERTAIN THE FEASIBILITY OF A POSSIBLE SALES TAX MEASURE, AND PROVIDE DIRECTION TO STAFF ON NEXT STEPS.

Town Manager, Debra Stutsman, presented the staff report. Stutsman explained that in California a general tax, one to be used for general governmental purposes, requires a 50% plus one majority vote. A Special Tax is to be used for a specified purpose, requires a 66.67% super majority vote and it delineates exactly how the funds will be utilized.

Stutsman noted that while it is legal to include an advisory measure on the ballot on how the money will be spent, opinions are mixed on whether an advisory measure is helpful or harmful to a ballot measure. Proposals for a public opinion poll are in the \$20,000 range. Council could chose to utilize funds in the Equipment Fund to pay for the costs of a public opinion poll.

Steve Boardman, Tramutola Advisors, explained that Tramutola Advisors performs project management and community outreach for ballot measure campaigns. They contract out for the actual polling.

Dahlgren asked Boardman if in his experience if he thinks it is better to poll before the measure is put on the ballot, or if he thinks it is a mixed bag in terms of results.

Boardman said they almost always recommend polling. The biggest justification for a poll is the investment and significance a Town is going to make in effort to place a measure on the ballot: public outreach, etc. If the Town is going to put forward the monetary investment then it is due diligence to make sure it is a measure that the public wants and something they feel confident in passing. It is a prudent investment to know what you are jumping into.

Dahlgren asked if in his experience of writing measures for other towns if polling made a difference based on the results of the election.

Boardman responded absolutely. The advantage to polling is that you can stop after the feasibility phase if you find the measure is not feasible to pass. It also helps Council to know what the community feels are its priorities. Boardman does not have specifics to polling or not polling once the measure is on the ballot.

McInerney asked if Tramutola Advisors been involved in passing special tax campaigns aimed at roads or public infrastructure.

Boardman acknowledged Tramutola Advisors as having experience in passing special tax measures such as special taxes for roads, landscaping or funds specifically dedicated to public safety. Polling would help Council determine if the community feels that road maintenance and infrastructure is a priority.

Boardman explained the best way to prepare for this is for the Town to prepare a list of stakeholders within the Town, reach out to them to let them know what the plans are so the Town can get a gauge of any red flags that may come up. By reaching out to merchant associations, Chamber of Commerce and community groups, Council can then gauge a community response and see what opposition may exist.

Dave Metz, FM3, agrees with Boardman regarding the value that polling can provide for the planning process. In terms of pairing an advisory measure with a general tax on the ballot they are generally skeptical of that strategy because of the possibility for confusion and the conflict between the two can sometimes be a disfavor to a tax measure. Fundamentally the weakness of any general tax measure is there is nothing legally binding to what the funds are used for. Council can maintain their intent in terms of road funding and send a signal of clear intent to the public.

Greene asked for FM3's turnaround time.

Metz said FM3 could use the frame work from the survey they prepared for the Town in 2006, update it with new policy priorities and the potential structure of the measure and have something to put in the field in approximately one week. Metz noted the timeline is important because the Town does not have much breathing room in order to get something on the ballot for this November.

Dahlgren has concerns regarding other ballot measures that may be competing priorities such as a Hospital parcel tax. Dahlgren wants to make sure that if Council decides to poll that it is taken into consideration of any other competing priorities.

Kroot asked when would the results of the polling be available.

Metz said if the Council approves tonight FM3 could have the raw results to Council in two to three weeks and the full analysis within a month.

Metz noted that sales taxes usually poll better than parcel taxes and sales taxes get more support from the community than other comparable alternatives.

There was no comment from the public.

McInerney supports moving ahead with the polling. Based on the polling he would like a special tax that would be for roads and infrastructure.

McInerney is in favor of polling and suggests that staff solicit polling bids and get the best polling firm for the best cost. McInerney prefers that it be staffs choice to choose a polling firm rather than having Council choose a polling firm.

Kroot has concerns regarding the Town soliciting for polling bids as the Town is already under time constraints with getting something on the November ballot.

McInerney thinks that staff is capable of making a quick decision as to contracting with a polling firm.

Dahlgren is in favor of the polling.

Greene does not support the polling.

M/s, Kroot/Dahlgren, to move forward with obtaining a public opinion poll from FM3 regarding a sales tax measure, and to move forward hastily. AYES: Coleman, Dahlgren, Kroot, McInerney. NOES: Greene.

5. APPROVE THE 2013 STREET REHABILITATION PROJECT AND AUTHORIZE TO ADVERTISE FOR CONSTRUCTION BIDS.

Public Works Director, Sean Condry, presented the staff report. Condry explained that the Town Council approved the 5 year Capital Improvement Plan (CIP) on June 14, 2011. The second year of the 5 Year CIP will commence this summer and will consist of rehabilitation and repaving streets, sidewalk upgrades, ADA improvements, drainage improvements and other safety improvements to the roads and sidewalks throughout San Anselmo. The improvements will insure that we are providing asset protection and improving our local streets that are in need of repair and at the same time increasing the safety of our streets and sidewalks for pedestrians, cyclist's and motorists. The 2013 Street Rehabilitation project schedule in year two of the 5 Year CIP includes Road Rehabilitation, Safety Improvements, and ADA improvements on the following streets: Foss Avenue, Durham Road, Santa Barbara Avenue, Pasadena Avenue (between Santa Barbara Avenue and 327' west of Santa Barbara Avenue), Salinas Avenue (from Santa Barbara Avenue to San Francisco Boulevard) and Santa Cruz Avenue.

Dahlgren asked if there is more detail to the 5 Year CIP.

Condry said the detail for the Town's 5 Year CIP can be found on the Town's website.

McInerney asked what will be discussed at the Capital Improvement Monitoring Committee meeting.

Condry replied the committee will discuss successes and failures of the previous two years. Looking forward the committee may choose to switch priorities depending on changing road conditions.

There was no comment from the public.

M/s, Greene/Kroot, to approve the 2013 Street Rehabilitation Project and authorize to advertise for construction bids. AYES: Coleman, Dahlgren, Greene, Kroot, McInerney. NOES: None.

6. APPROVE RESOLUTION NO. 4037 AUTHORIZING BRIDGE RETROFIT WORK AND FUNDING THROUGH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS).

Public Works Director, Sean Condry, presented the staff report. Condry stated the Town of San Anselmo applied for bridge replacement funds from Caltrans in 2011 to replace the Nokomis, Madrone, and Center Blvd. Bridges. According to Caltrans rating system all three bridges are eligible for bridge replacement because they are either structurally deficient or functionally obsolete. In addition, the Ross Valley Flood Control Program identifies all three bridges as needing replacement because they restrict the flow of water. The Nokomis Bridge is eligible to receive 100% funding from Caltrans because it is considered a local bridge while the other two are eligible to receive 88.5% funding from Caltrans. Due to the bridges' impact on flooding in the Town of San Anselmo the County will contribute a portion of the Town's local match.

There was no comment from public.

McInerney is hopeful that the bridges design is consistent with the historical nature of the neighborhoods and the community.

M/s, Greene/McInerney, to approve Resolution No. 4037 authorizing bridge retrofit work and funding through the California Department of Transportation (Caltrans). AYES: Coleman, Dahlgren, Greene, Kroot, McInerney. NOES: None.

7. ADJOURN.

Mayor Coleman adjourned the meeting at 9:30 p.m.

Respectfully submitted,

Joanne Kessel