

TOWN OF SAN ANSELMO

Minutes of the Town Council Meeting of April 22, 2014

Present: Coleman, Greene, Kelly, McInerney, Wright

Absent: None

7:00 p.m.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ANNOUNCE ACTION TAKEN, IF ANY, IN CLOSED SESSION

Mayor McInerney announced there was no action taken in closed session.

Woody Weingarten presented the Quality of Life Green Award to Ann Brenner and Grier Argall for their work at Robson Harrington.

OPEN TIME FOR PUBLIC EXPRESSION

There was no comment from the public.

COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Greene reported on California legislation regarding Assembly Bill 2145. The intent of the bill is to reverse the current option process so the default position would be that you would have to opt in whereas currently the default for Community Choice Aggregation is opt out. That each customer be given an opportunity to opt in to his or her community's aggregation program. The bill would require a positive declaration from a customer for participation in the community choice aggregation program and that each customer is informed of his or her right to opt in to the program. The bill would provide that a customer shall be served by the community choice aggregation program if an affirmative declaration is made. Greene requested a future Council meeting agendaize a discussion on AB 2145.

Wright reported on the recent Central Marin Police Authority (CMPA) meeting where discussions included social host ordinances.

Coleman commended the Recreation staff for putting together magnificent Spring Egg Hunts.

Coleman requested a future Council meeting include the agendaization of acknowledgment to San Domenico School for being nominated to receive the prestigious Green Ribbon Schools award for excellence in sustainability practices from the California Department of Education. As the first Marin school to be nominated, San Domenico is one of only three schools in California to be recognized this year and is the only Bay Area school. The program, led by the US Department of Education, will host a national ceremony in Washington D.C. this summer.

Kelly reported on the annual meeting of the Association of Bay Area Governments (ABAG).

Greene requested that Item 5 on the agenda be moved to the last item.

Council agreed to move Item 5 on the agenda to the last item for discussion at the meeting.

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 April 8, 2014.
- (b) Approve Quarterly Treasurer's Report for period ending March, 2014.
- (c) Approve Resolution No. 4063 authorizing the examination of transactions (sales) and use tax records as required by the State Board of Equalization.

There was no comment from the public.

M/s, Greene/Wright, to approve items of the consent agenda. AYES: Coleman, Greene, Kelly, McInerney, Wright. NOES: None.

2. APPROVE TOWN CONTRIBUTION TO THE NON-MAINTAINED PAVING PROJECT ON THE ALAMEDA BETWEEN INDIAN ROCK AND BERKELEY, IN AN AMOUNT NOT TO EXCEED \$9,795.

Public Works Director, Sean Condry, presented the staff report. Condry said if Council approves the contribution the money will be paid from unprogrammed road maintenance funds for 2015-16.

Public Comment

There was no comment from the public.

M/s, Kelly/Greene, to approve the Town contribution to the non-maintained paving project on the Alameda between Indian Rock and Berkeley, in an amount not to exceed \$9,795. AYES: Coleman, Greene, Kelly, McInerney, Wright. NOES: None.

3. APPROVE THE PROJECT AND AUTHORIZE SOLICITATION OF BIDS FOR THE TOWN HALL TOWER RESTORATION PROJECT.

Public Works Director, Sean Condry, presented the staff report. The proposed project includes removal of damaged framing and finish materials, repair and replacement of framing and finish materials and to restore the peak of the Town Hall Tower. The estimated construction cost for the restoration of the Town Hall Tower is \$100,821.

M/s, Greene/Wright, to approve the project and authorize solicitation of bids for the Town Hall Tower Restoration Project. AYES: Coleman, Greene, Kelly, McInerney, Wright. NOES: None.

4. APPROVE RESOLUTION NO. 4064 CALLING AND GIVING NOTICE OF THE HOLDING OF AN ELECTION TO BE HELD ON NOVEMBER 4, 2014 AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF MARIN TO

CONSOLIDATE SAID ELECTION; AND AUTHORIZE THE TOWN CLERK OR HER DULY AUTHORIZED OFFICERS AND AGENCY TO CARRY OUT ALL THE NECESSARY PROCEDURES FOR SAID ELECTION SUBMITTING TO THE VOTERS THE QUESTION RELATING TO A SPECIAL TAX FOR PARAMEDIC SERVICES.

Town Manager Stutsman presented the staff report

Wright noted the November 4, 2014 election ballot will include the proposed Marin Emergency Radio Authority (MERA) parcel tax; the Ross Valley Paramedic Authority (RVPA) parcel tax for paramedic services; possibly a regional parcel tax measure for restoration of the San Francisco Bay, and possibly a County sales tax.

McInerney can't support the special tax for paramedic services without hearing more from the RVPA.

Wright would like more information regarding the proposed special tax for paramedic services. He suggests the RVPA give Council presentation.

Council took no action on the item and asked staff to agendize in the future a presentation from the Ross Valley Paramedic Authority (RVPA) regarding the proposed special tax for paramedic services. Council also requested that the Town's representatives on the Authority be present at the meeting.

5. APPROVE CONTRACT WITH THE OFFICE OF ADMINISTRATIVE HEARINGS FOR AN ADDITIONAL \$10,000 FOR THE INDEPENDENT HEARING OFFICER FOR THE 711 SIR FRANCIS DRAKE BLVD PLANNING COMMISSION APPEAL.

Greene recused himself from the discussion.

Town Manager Debra Stutsman presented the staff report.

Kelly inquired to the amount of staff time and associated costs that have been incurred to the Town.

Stutsman said she believes approximately 300 hours of staff time at a cost of approximately \$30,000 has been put into the 711 Sir Francis Drake Blvd. planning appeal. The attorney representing the Town has billed \$75,000 thus far. The Independent Hearing Officer has billed \$10,000 so far.

Public Comment

There was no comment from the public.

Kelly opposes an additional \$10,000 for the Administrative Hearing Officer.

McInerney has concerns regarding the total costs and suggests an additional \$5,000 rather than \$10,000.

Acevedo clarified that the \$10,000 is a cap and actual billing would be for actual time spent.

M/s, Kelly/Wright to approve the contract with the Office of Administration Hearings for an amount not to exceed \$10,000. AYES: Coleman, Kelly, McInerney, Wright. NOES: None.

6. REVIEW LIST OF GOVERNANCE TOPICS OUTLINED FOR POTENTIAL FUTURE POLICIES AND REVIEW MATERIALS PRESENTED ON TWO TOPICS 1) SELECTION OF MAYOR/VICE MAYOR AND 2) ETHICS.

Town Manager, Debra Stutsman presented the staff report.

Selection of Mayor

There was no comment from the public regarding the topic of selection of Mayor.

Wright does not like the complex ones and favors something light and not too regulatory.

Kelly suggests the policy include “No self-succeeding” and it should be a vote of the Council.

Greene prefers a policy that is not too complicated; similar to the policy used by the City of Burlingame but modified so that the outgoing Mayor is not placed ahead of newly elected Councilmembers. He prefers the selection of Mayor be rotation based on seniority.

Coleman thinks it would be beneficial to have a policy with a rotational pattern with a clause that includes flexibility.

McInerney likes a selection of Mayor similar to the policy used by the City of Solano Beach and is a vote of at least a 3 minimum Council. He supports a policy that includes the chance for all Councilmembers to have an opportunity to serve as Mayor and the selection process to include flexibility.

Coleman supports the policy of the City of Solano Beach with the modifications that the selection of Mayor must be a majority vote and the selection process excludes self-succession.

After reviewing policies from other cities the Council outlined the processes they would like to see in San Anselmo and directed Stutsman to come back to Council with a draft policy for the process of selecting the Town’s Mayor.

Conflict of Interest/Ethics

There was no comment from the public regarding the ethics topic.

Kelly favors the ethics policy used by the City of Belvedere.

Wright feels is it appropriate to have something that is strictly required by law.

McInerney supports a policy statement that would include Fair Political Practices Commission (FPPC) rules; a policy regarding financial and business matters; and a Statement of Principles that includes no financial conflict of interest for any member of a Town board, commission, committee or Town Council.

Coleman supports a Statement of Principles that would include no business or financial conflict of interest.

Council directed Stutsman to come back to Council with a draft Statement of Principles regarding Conflicts of Interest and Ethics that would be applied to members of Town boards, commissions, committees and Council.

7. REVIEW THE RESULTS OF THE 2014 STRATEGIC PLANNING SESSION AND PROVIDE DIRECTION TO STAFF.

Town Manager, Debra Stutsman presented the staff report.

Public comment.

There was no comment from the public on the results and discussion of the 2014 Strategic Planning session.

Regarding infrastructure improvements at Memorial Park, Wright suggests staff move forward with acquiring potential improvement costs that are independent of a detention basin project to ensure the Town has knowledge of Memorial Park improvement costs.

McInerney suggests inviting members of the public to participate in the process of identifying potential improvements at Memorial Park and to get the public's input in what they would like to see in a new park and to have a positive discussion.

Wright made note that the structure of the Healthy Communities Organization does not require Town staff time. The Town is represented through the Central Marin Police Authority which includes San Anselmo Town Council representatives.

Coleman announced that Town residents are telling her that the Council is not hearing or listening to the residents. Coleman feels it is important to address how the Council can better communicate with the community and suggests Council find a way to connect with the people, possibly a "Get Connected Week".

Kelly agrees with Coleman. He would like to see improved communication between the Council and Town residents. Kelly thinks a "Get Connected Week" is a great idea.

Greene suggests some kind of branding or labeling so as to make it a campaign.

Mayor McInerney adjourned the meeting at 9:50 pm.

Respectfully submitted,

Joanne Kessel