

TOWN OF SAN ANSELMO

Minutes of the Town Council Meeting of March 10, 1992

7:15 p.m.

Interviews with applicants to the Volunteer Program Advisory Board, Historical Commission, and Solid Waste and Recycling Advisory Committee.

8:00 p.m.

1. CALL TO ORDER.

Mayor Zaharoff convened the regular meeting, with Councilmembers Chignell, Colteaux, Kanis and Walsh present.

2. OPEN TIME FOR PUBLIC EXPRESSION.

Barbara Schmidt, Austin Avenue, questioned how two-person or larger households could need only one small garbage can a week. She said that the weeds in the Miracle Mile median strip were almost covering the daffodils. She expressed concern about the trees at the Robson-Harrington Park, where the state bond funds went in Memorial Park, and whether two trees could be planted by the playground. Regarding the dog issue, she said that each town that has animal control is being paid for by the taxpayers, people should be aware of what the Humane Society is doing, and new thought on animal control should be encouraged. She said people were unhappy with the animal control services, and that there were some good sites for a pound other than the Humane Society.

Bill DeBisschop, 91 Elm Avenue, asked when the sidewalk in front of the fire station would be repaired.

Guy Meyer objected to the use of the herbicide "roundup" on the median strips, and gave the Council a 1987 article from Progressive magazine on the subject. He said it was depressing to see yellow grass against the daffodils, and that many people do not mind a few weeds.

The Councilmembers asked staff for a report back from the Streets and Parks departments on what pesticides and herbicides the Town uses, its cost, what special training is required, and whether it is cost effective.

Terry Jones, owner of the Shop for All Seasons, San Anselmo Avenue, said that the business owners on the same block as the Coffee Roasters should be included in any decision regarding installing a bike rack at that location. Marilyn Ormond, owner of Miscellaneous, San Anselmo Avenue, said there does not seem to be a chance for input on such decisions. Elaine Scheeter, owner of Paper Ships, said that the business owners have a lot of ideas and a lot of input from customers, and she wanted this process looked into.

Councilmembers asked staff to look at the process on the specific issue of the bike rack, and past decisions such as that, and report back on whether and how the process could be improved.

Phil Bundschu, 421 The Alameda, asked that an old, unused utility pole near the Caleta Bridge be removed because it was a safety hazard.

3. CONSENT AGENDA.

- (a) Approve minutes: February 11, 1992.
- (b) Acknowledge and file warrants: Nos. 8460 through 8704, in the amount of \$374,394.63.
- (c) Authorize expenditure of \$5,000 from Safety Fund to correct workplace hazards.
- (d) Approve Planning Director job description.
- (e) Announce "Candidate's Night" sponsored by the Ross Valley Reporter on Thursday, March 26, 1992.
- (f) Authorize expenditure of \$13,800 for San Anselmo's share of the 1992 Congestion Management Plan.
- (g) Proclaim April 1992 as Earthquake Preparedness Month.
- (h) Acknowledge and file report on sidewalk repairs.
- (i) St. Anselm's School: Adopt Ordinance No. 924 changing the zoning designation for a portion of property, 40 Belle Avenue from C-3, General Commercial, to R-1, Single Family Residential, and a portion from R-1, Single Family Residential, to C-3, General Commercial.
- (j) The Alameda (Helfrich):
 - (1) Adopt Ordinance No. 926 to pre-zone two County parcels to be annexed into the Town, Assessor's Parcel Numbers 177-220-54, and 177-133-13, into the R-1-H, Very Low Density Residential District.
 - (2) Adopt Ordinance No. 927 amending Table 4D, Table of R-1 H (Hillside Density District) parcels in Ord. No. 890 to include APN # 177-220-54 and 177-133-13, and to establish the maximum allowable number of units for the five parcels that comprise the proposed Alameda subdivision.
 - (3) Approve Resolution of application by the Town of San Anselmo requesting the Local Agency Formation Commission to take proceedings for the annexation of two County parcels into the Town of San Anselmo.
 - (4) Approve Resolution amending the General Plan Map to include within the Town limits the two parcels (APN 177-220-54 & 177-133-13) annexed into the Town under the "Very Low Density" designation GPA-9201.
- (k) CONTINUE TO MARCH 24, 1992: Appeal of Planning Commission denial of use permit for Charles Doolittle to operate an auto repair and smog testing service at 17 Madrone Avenue, Assessor's parcel number 6-083-01, which is zoned CL, Limited Commercial.
- (l) Acknowledge and file financial reports through February 29, 1992.

Item (c) was pulled from the consent agenda.

M/S, Chignell/Walsh, to approve the consent agenda with the exception of item (c). Motion passed unanimously.

- (c) Authorize expenditure of \$5,000 from Safety Fund to correct workplace hazards.

Councilmembers asked that the Safety Fund be included in the budget process, and that staff try to reduce the cost of the electrical work.

M/S, Colteaux/Kanis, to approve the expenditure of \$5,000 from the Safety Fund. Motion passed unanimously.

4. APPOINTMENTS:

- (a) Volunteer Program Advisory Board (2 seats):

M/S, Chignell/Colteaux, to appoint William Webber and Caroline Foster, to terms to expire September, 1994. Motion passed unanimously.

(b) Historical Commission (1 seat)

M/S, Colteaux/Kanis, to appoint Edward Merrick, to a term to expire September, 1994. Motion passed unanimously.

(c) Solid Waste and Recycling Advisory Committee (1 seat)

M/S, Chignell/Walsh, to appoint David Marco. Motion failed by the following vote:

AYES: Chignell, Walsh

NOES: Colteaux, Kanis, Zaharoff

M/S, Kanis/Colteaux, to appoint Stephanie Roth. Motion passed by the following vote:

AYES: Colteaux, Kanis, Zaharoff

NOES: Chignell, Walsh

5. REVIEW OF DRAFT REQUEST FOR PROPOSALS ON LIBRARY RENOVATION PROJECT.

Town Administrator Jean Bonander presented the staff report on the draft request for proposals for the library project. She thanked Mayor Zaharoff, Councilmember Kanis, Town Librarians Heather Lamb and Barbara Jacobs, and architect Bill Ollinger for their help in preparing the draft.

Mr. Ollinger suggested the following revisions to the draft: (1) That the Selection Committee be defined; (2) Delete the sentence in item (f) under "considerations" regarding re-design of the library foundation. (3) Indicate that the Town has a budget for the first phase, to give the firms a sense of the parameters on the project.

Bonander recommended that the Selection Committee be comprised of herself, the Town Librarians, members of the Library Advisory Board and Friends of the Library, and maybe the Planning Director.

It was the consensus of the Council to require references only under Section 6.

M/S, Chignell/Kanis, to approve the request for proposals, with the following changes:

- (1) Page 5, end of sentence at top of page that starts on prior page, be amended to read: "...an improvement of the Library building or drainage system around the Library building to prevent future flooding of the basement.
- (2) On page 5, under #3, "Adaptive Reuse of Historic Structures", delete "and will provide three references for this type of work, including current telephone numbers of individuals to contact regarding these prior projects."
- (3) On page 6, the fourth item from the top on the list, delete "alternative uses" and replace with "internal configurations."
- (4) On page 6, the last item on the list, delete "evaluate" and replace with "be consistent with."

Motion passed unanimously.

6. DISCUSSION ON ENFORCEMENT OF ORDINANCES REGARDING REMOVAL OF LEAVES, SHRUBS, AND DEBRIS IN THE PUBLIC RIGHT-OF-WAY.

Bonander explained that the Public Works staff has proposed a trial, pro-active enforcement program of sections of the Town Code that relate to property owners' responsibilities to prevent obstruction of traffic at intersections and sidewalks, and loss of community attractiveness by requiring the abatement of foliage overgrowth and debris and litter accumulation. Historically, enforcement has been handled on a complaint and priority basis.

The Councilmembers discussed their concerns that enforcement be preceded by a public education program, that communication with the property owners be worded positively rather than punitively, it be part of a Town beautification program, that its cost and impact on the budget be determined, that the Town does not seem to be demonstrating that it is doing its part to beautify Town property yet is asking property owners to incur costs to beautify private property, that there has not been enough time this year for property owners to prune because of cold and wet weather, that the emphasis be on safety, and that the Town's ordinance be reviewed and updated. Ideas for a public education program included information sent with the spring clean-up notice in the garbage bills, banners, hand-out to school children, and newspaper stories.

William DeBisschop, 91 Elm Avenue, said there should be a notice to everyone in Town on what they should and should not do. He said the Tree Committee should be brought into this issue since some trees hanging low will need to be pruned.

George Buckle, 44 Indian Rock Court, said that the Fire Department might be able to help in an abatement program because they already are enforcing fire codes and abating fire hazards such as tall grass.

Staff will take the Council's comments under consideration and return with a proposed program that includes public education, an emphasis on safety, the Town doing its part to correct its own problems, a later starting date to give property owners time to prune, and tied in with revisions of property maintenance ordinances.

7. UPDATE ON CAPITAL RECONSTRUCTION PROJECTS.

Bonander advised that it did not appear that the Town had adequate funds to proceed with any additional capital projects from the priority list, but that if there were funds available, staff recommended project #4, repaving Sir Francis Drake Boulevard from the Ross Town Limits to Tunstead Avenue.

Walsh predicted that the Sir Francis Drake paving project from the Hub to Sunnyhills would cost approximately 10 to 15 percent less than the budgeted \$200,000, and that these tight economic times presented an opportunity to get work done at lower prices.

Town Treasurer Sheldon said he was willing to show the Council where it could obtain the funds for capital projects, namely out of monies in the General Fund.

Staff was asked to look into whether there was any flexibility in the current fund balance of the General Fund to provide funds for capital projects; specifically, staff was asked if there may be \$100,000 to \$200,000 in General Fund monies for this purpose.

8. REPORT ON THE RECREATION FUND AND ADOPTION OF RECREATION POLICIES.

Bonander reported that the expenditures of the Recreation Fund have exceeded revenues since the inception of the fund in fiscal year 1986-87. Consequently, the General Fund has subsidized the Recreation Fund in each fiscal year, at varying amounts.

The staff recommendation was that Council eliminate the Recreation Fund and the Child Care Fund in the 1992-93 fiscal year, and authorize the establishment of a Recreation Department in the General Fund to provide community recreation programs and services, including child care. Staff further recommended that Council authorize a transfer from the General Fund to the Recreation Fund at the conclusion of the 1991-92 fiscal year to eliminate the historical deficit of the Recreation Fund.

Recreation Director Ginny Schweiger and Bonander prepared draft recreation policies which they recommended be referred to the Parks and Recreation Commission for their review and report to Council.

The Councilmembers asked staff questions regarding the Town's ability to track Recreation revenues and expenditures if it is part of the General Fund, how the policies were developed, and potential for coordinating programs for teens at Drake High School.

It was the consensus of the Council to refer these issues to the Parks and Recreation Commission for its review and report back to the Council.

9. UPDATE ON TOWN COUNCIL'S WORKPLAN.

Bonander submitted the list of items on which Council and/or Councilmembers had requested staff work, with a progress report on each item.

Chignell He asked that the garbage contract filings to be given to the Solid Waste and Recycling Advisory Committee, a report on complaints so the Town knows how complaints are adjudicated, an exit interview on all employees who leave if it can be done within the confines of privacy issues, and notification to Council on seized asset revenue and expenditures.

It was the general feeling of the Councilmembers that they would like periodic updates on the workplan, as long as it does not take a great deal of staff time.

10. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS, COMMENTS AND DIRECTIONS TO STAFF; STAFF MISCELLANEOUS ITEMS.

Entertainment machines - Colteaux said that more machines have been added at the laundromat in the La Mancha Center in violation of their permit.

Group housing - Colteaux asked for an update on development of a group housing ordinance.

Public Works Director recruitment - Walsh said she was disturbed to receive three telephone calls in support of an applicant.

Historical Commission size - Zaharoff reported she had received a letter from the Historical Commission in response to Council's inquiry about its size; the Commission recommends there be between 15 and 20 members.

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11. ADJOURNMENT.

The meeting was adjourned at 10:30 p.m.

Beth Pollard