

# **Town of San Anselmo**

*525 San Anselmo Avenue  
San Anselmo, CA 94960*



## **Minutes**

**Tuesday, January 25, 2022**

**7:00 PM**

**Town Council Chambers (Via Zoom during COVID)**

**Town Council**

**6:00 PM Closed Session: Conference with Labor Negotiators (§ 54957.6)**

**Agency designated representatives: Dave Donery, Jeff Zuba and Christopher Boucher : Employee organizations: Service Employees International Union, Local 1021; Management Employees; Confidential Employees**

1. 6:40 PM Interview with applicants to the Parks and Recreation Commission

**Attachments:**     [Staff Report](#)  
                              [Attachment 1 - Board and Commission Status Report](#)  
                              [Attachment 2 - Vance Frost](#)  
                              [Attachment 3 - Michael Cerio](#)

**7:00 PM Call to Order**

Town Attorney Acevedo announced there was no reportable action taken during closed session. Council Member Colbert conducted the pledge of allegiance.

**PRESENT:** Mayor Alexis Fineman, Vice Mayor Steve Burdo, Ford Greene, and Bri

**ABSENT:** Eileen Burke

**Open time for public expression.**

**Council requests for future agenda items.**

Vice Mayor Burdo stated the Ross Valley Fire Board approved resolutions creating the positions of wildfire mitigation specialist and administrative analyst and grant specialists and have begun recruiting. They also reviewed the amendments to the joint powers authority. Burdo requested consideration of an ordinance to require EV certification for electric vehicle infrastructure projects in town. There was Council consensus to move forward with the conversation.

Council Member Greene added that the RVFD Board had requested each member go back to their own town and look at their budgets for additional standard of coverage positions on the fire engines. Greene requested the matter come before council. There was consensus to bring it forward. Greene continued to have issues with the format of the new agenda management system and had spoken to the Town Manager about it at length. Greene announced he would be leaving the meeting early and requested the Town Council appointments item be moved to another meeting. There was Council consensus to push the appointments.

Council Member Colbert stated he liked the new agenda platform and thanked staff for continuing to press for improvements. Colbert attended the San Anselmo Chamber of Commerce meeting where they spoke of the spring and summer street closures. The Marin Economic Recovery Task Force got an update on COVID and an update on the County Economic Vitality plan. There was actually a very interesting conversation about reusable food ware.

Transportation Authority of Marin will be hearing from a lobbyist.

Mayor Fineman attended the Climate Action Committee meeting and thanked Planning Director

Semonian for her leadership and hard work on that commission. They discussed reusable food ware. The Marin County Council of Mayors and Council Members Water Policy Committee met and discussed some of the opportunities for expansion of purple pipe, policy recommendations for local jurisdictions and will be hearing from Congressman Jared Huffman about federal investment in water infrastructure locally.

**PRESENT:** Mayor Alexis Fineman, Vice Mayor Steve Burdo, and Brian Colbert

**ABSENT:** Eileen Burke, and Ford Greene

**Consent Agenda:**

2. Approve minutes of January 11, 2022

**Attachments:** [Minutes January 11, 2022](#)

3. Appoint three applicants to the Parks and Recreation Commission.

**Attachments:** [Staff Report](#)

[Attachment 1 -Board and Commission Status Report](#)

[Attachment 2 - Vance Frost](#)

[Attachment 3 - Michael Cerio](#)

[Attachment 4 - Cat Austin](#)

4. Adoption of Ordinance to Bring Town Solid Waste Regulations into Compliance with Senate Bill 1383

**Attachments:** [Staff Report](#)

[Item 4 - Attachment 1 - Ordinance to Comply with SB 1383](#)

5. Revenue and Expenditure Reports, November 2021

**Attachments:** [Staff Report](#)

[Budget Comparison Report - San Anselmo, CA Dept](#)

[Budget Comparison Report - San Anselmo, CA Sub](#)

6. Revenue and Expenditure Reports, December 2021

**Attachments:** [Staff Report](#)

[Budget Comparison Report - San Anselmo, CA Sub](#)

[Budget Comparison Report - San Anselmo, CA Dept](#)

7. Quarterly Treasurer's Investment Report, December 31, 2021

**Attachments:** [Staff Report](#)

[Quarterly Treasurer's Investment Report 12.31.2021](#)

8. December 2021 Financial Report on Recreation Fund

**Attachments:**     [Staff Report](#)  
                              [Dec21-Attachment](#)

9. Review the report from a Marin Municipal Water District representative.

**Attachments:**     [Staff Report](#)  
                              [Attachment 1 - Marin Water Drought Update for Town of San Anselmo](#)

10. Measure D Renewal Council Ad Hoc Subcommittee Members

**Attachments:**     [Staff Report](#)

11. Consultant agreements for Measure D renewal

**Attachments:**     [Staff Report](#)  
                              [Godbe Research Professional Services Agreement](#)  
                              [TBWBH Professional Services Agreement](#)

12. Downtown Hanging Flower Baskets Funding Request for 2022

**Attachments:**     [Staff Report](#)

M/s, Brian Colbert, Steve Burdo, to approve the Consent Agenda.

**AYE:**                    Mayor Fineman, Vice Mayor Burdo, and Colbert

**NO:**                    None

**ABSENT:**            Burke, and Greene

**Council Items:**

13. Funding Priorities for Measure D Renewal

**Attachments:**     [Staff Report](#)

Town Manager Donery presented the staff report.

Burdo asked for funds to support recreational programming to be added to the list. Colbert wanted to add climate action projects.

Burke clarified what affordable housing funding would look like. Semonian stated the development of the town sites that have been put in the housing element for affordable housing, or other vacant town property, or putting it towards the Housing Trust Fund that could help preserve affordable units like an apartment building was to go for sale.

**PRESENT:**            Mayor Alexis Fineman, Vice Mayor Steve Burdo, Eileen Burke, and Bri

**ABSENT:** Ford Greene

**14.** 2021-2022 Mid-Year Budget Review

**Attachments:** [Staff Report](#)  
[Attachment 1 - 2021-2022 mid-year budget resolution](#)  
[Exhibit 1 - Mid Year amendment 2021-2022](#)  
[Attachment II - 2021-22 overview of funds](#)

Finance Director Zuba made a presentation.

M/s, Steve Burdo, Eileen Burke, to approve resolution amending the 2021-2022 Budget.

**AYE:** Mayor Fineman, Vice Mayor Burdo, Burke, and Colbert

**NO:** None

**ABSENT:** Greene

**15.** Receive report regarding the Library Parcel Tax renewal and provide direction to staff.

**Attachments:** [Staff Report](#)

Librarian Kenton presented the staff report. There was Council consensus to move forward with a library parcel tax renewal.

**16.** American Rescue Plan Act State & Local Fiscal Relief Funds

**Attachments:** [Staff Report](#)  
[American rescue plan funds 1.25.22](#)

Finance Director Zuba presented the staff report.

Burke was concerned with the overlap of the Measure D renewal and the projects listed for recovery money since they were similar. Zuba stated the Town had until December 31, 2024 to get things under contract and Measure D has a more expedited timeline. If the Town did not want it to overlap, there was more time for the ARPA discussion. Town Manager Donery stated the Town has an embarrassment of riches with the ARPA money, but it has to be one time projects. Burke stated the messaging to residents is important and she felt it would be a difficult division of messaging. Donery suggested for staff capacity, metering the projects out over a logical time frame, like just fixing the town hall roof this year and leaving the ARPA money in place for future considerations. Donery felt it would make sense to push what staff knows they have for four years to spend the money.

**17.** Review the list of Town Council committee assignments and make appointments for 2022.

**Attachments:**     [Staff Report](#)  
                              [Council Committee Assignments](#)

M/s, Brian Colbert, Steve Burdo, to continue the review of list of Town Council committee assignments and make appointments for 2022 to a future meeting.

**AYE:**                    Mayor Fineman, Vice Mayor Burdo, Burke, and Colbert

**NO:**                    None

**ABSENT:**            Greene

18.    Presentation from County of Marin Staff on Racially Restrictive Covenant Modification Program and AB686 AFFH Housing Element Requirements

**Attachments:**     [Staff Report](#)  
                              [Attachment 1 AFFH Marin County Contract](#)  
                              [Attachment 2 AFFH Outreach](#)

Planning Director Semonian introduced County Employees, Liz Darby and Jillian Zeiger who made a presentation.

19.    Housing Element 2023-2031 Receive presentation on proposed public engagement process and timeline for Housing Element 2023-2031 update and provide direction to staff.

**Attachments:**     [Staff Report](#)  
                              [Attachment 1 Schedule](#)  
                              [Attachment 2 Public Participation Plan](#)

Planning Director Semonian presented the staff report.

20.    Annual report on General Plan. Receive annual report on General Plan, pursuant to Government Code Section 65400, including progress in implementation, and direct staff to submit the report to the State Governor's Office of Planning and Research and State Housing and Community Development Department.

**Attachments:**     [Staff Report](#)  
                              [Attachment 1 Annual Report for Housing Element](#)  
                              [Attachment 2 Annual Report on General Plan](#)  
                              [Attachment 3 HCD Annual Report Form](#)

Planning Director Semonian presented the staff report.

M/s, Brian Colbert, Eileen Burke, to approve the annual report on General Plan. Receive annual report on General Plan, pursuant to Government Code Section 65400, including progress in implementation, and direct staff to submit the report to the State Governor's Office of Planning and Research and State Housing and Community Development Department.

**AYE:**                    Mayor Fineman, Vice Mayor Burdo, Burke, and Colbert

**NO:** None

**ABSENT:** Greene

- 21.** Sale of Accessory Dwelling Units. Public hearing to consider recommendation of the Planning Commission and introduce by title only and waive further reading of "An Ordinance of the San Anselmo Town Council Amending Title 10 (Planning and Zoning), Chapter 6 (Accessory Dwelling Units), Adding New Section 10-6.210 for Sale of Accessory Dwelling Units for Low and Moderate Income Housing" to comply with 2021 Assembly Bill 345, which requires the town to allow certain nonprofit corporations to sell an accessory dwelling unit to families of low or moderate income if certain conditions are met.

**Attachments:**     [Staff Report](#)  
                              [Attachment 1 Draft Ordinance](#)  
                              [Attachment 2 AB 345](#)

Planning Director Semonian presented the staff report.

Town Manager Donery read the title and Semonian amended the title.

M/s, Brian Colbert, Steve Burdo, to approve recommendation of the Planning Commission and introduce by title only and waive further reading of "an ordinance of the Town Council of the Town of San Anselmo amending San Anselmo Municipal Code Title 10 (PLANNING AND ZONING), Chapter 6 (ACCESSORY DWELLING UNITS), adding new section 10-6.209 Sale of Accessory Dwelling Units for Low and Moderate Income Housing to comply with 2021 Assembly Bill 345, which requires the town to allow certain nonprofit corporations to sell an accessory dwelling unit to families of low or moderate income if certain conditions are met.

**AYE:** Mayor Fineman, Vice Mayor Burdo, Burke, and Colbert

**NO:** None

**ABSENT:** Greene

**Adjourn**