

REGULAR MEETING  
OF THE  
CORTE MADERA TOWN COUNCIL AND SANITARY DISTRICT #2 BOARD

In the Town Hall of the Town of Corte Madera, on June 2, 2009 at 7:30 p.m.

PRESENT: Mayor Dupar  
Councilmembers Cock, Condon, Ravasio

Town Manager David Bracken  
Town Clerk Christine Green  
Twin Cities Police Chief Phil Green

CLOSED SESSION

Closed Session Pursuant to Government Code Section 54956.95

LIABILITY CLAIMS

Claimant: Pia Luisa-Scaroni Crichtom  
Agency claimed against: Town of Corte Madera

Mayor Dupar reported that the Town Council met in Closed Session and by a 4-0 vote, took action to approve a \$15,000 claim for alleged personal injury to claimant Pia Luisa Scaroni Crichtom. Ms. Crichtom will provide a release of all liability to the Town.

OPEN SESSION

Salute to the Flag

PRESENTATION

Approve Proclamation and Presentation to Donna Hart, 2009 Town of Corte Madera Citizen of the Year

Mayor Dupar read the proclamation recognizing Ms. Hart for her years of community service. He then made the presentation

Approve Proclamation and Presentation to Kitty Prosser, Recipient of the 2009 Lifetime Achievement Award

Mayor Dupar read the proclamation and presented Kitty Prosser with the 2009 Lifetime Achievement Award for her years of work. Ms. Prosser thanked her husband, her friends, the nominating committee, and the Mayor and Council for making it all possible. She introduced her other life achievement – her family.

Approve Proclamation and Presentation to Marlene Feldman, 2009 Town of Corte Madera Volunteer of the Year

Mayor Dupar read proclamation and presented Marlene Feldman with the 2009 Corte Madera

Volunteer of the Year award. He then made the presentation.

Jason Dow, General Manager, Central Marin Sanitation Agency, Presentation Concerning the Proposed Food to Energy Program

Jason Dow, General Manager, Central Marin Sanitation Agency (CMSA), provided an overview of CMSA's history and current operations. CMSA provides treatment and disposal of wastewater, regulation of industrial and commercial businesses, public education programs, and contract services to all of Central Marin with the exception of San Rafael's Terra Linda area.

Mr. Dow reviewed CMSA's Wet Weather Improvements, explaining that while the plant was oversized when originally built, peak flows started exceeding plant capacities in the mid 1990s. A \$70 million revenue bond was issued in 2006 to enable a major plant expansion that will increase capacity by 33%. He reported that construction of the project is currently ahead of schedule and progressing nicely.

Mr. Dow outlined the proposed Food to Energy Project which would convert food waste products into a form of methane gas that would in turn produce a portion of the plant's electricity. A 2006 collaborative study between San Rafael and CMSA identified the potential quantity and characteristics of food waste in central Marin, determined infrastructure requirements for waste treatment, and provided projections on methane gas production and power generation. CMSA has been in the digestion and energy generation business for the past 24 years and currently produces enough biogas to power the plant's cogeneration engine 12 hours/day. The study estimated that central Marin's commercial food waste carried the potential to produce 750 kW per day. CMSA's current plant requirements are 550 kW per day, resulting in 200 excess kW for potential export and sale. The total project carries a preliminary capital cost of \$2.7 million with an estimated payback of 3.8 to 6 years, depending on revenue streams.

Mr. Dow stated that the study identified the following benefits of a Food Waste to Energy Program:

- Feasible project with reasonable payback
- A local renewable energy source
- Diverts organic waste from Redwood landfill
- Maximizes unused capacity at CMSA
- Reduces GHG and carbon footprint
- Increases CMSA's energy self-sufficiency
- Possibly export and sell energy
- Long term rate stabilization for Corte Madera customers

Councilmember Condon asked if the proposed program would add to the unpleasant odor that surrounds the plant on occasion. Mr. Dow said no, and explained that the current odor emanates in part from an open tank which should be replaced in the next few years and from the space around some of the plant's digesters, for which there are plans to install containment lids.

Councilmember Cock noted that the process would still result in landfill waste. Mr. Dow explained that many of the waste items received by CMSA are not meant to be processed by wastewater plants in general; the food waste program presents the same issues. He said that the most effective waste reduction technique identified is to manage source control and what the customer base actually disposes of through their drains and food waste. He noted that CMSA currently funds several public education campaigns on waste disposal as well as take-back programs for drug disposal at pharmacies throughout the county.

Mayor Dupar concurred that source education, rather than plant alteration, is the primary focus now. He explained that CMSA has been working with restaurants to encourage separation of fats, oils, and grease from waste and has also collaborated with dentist offices on the removal of mercury from old fillings prior to sending waste down the drain.

Councilmember Cock asked how clean the food waste needs to be and what level of that cleaning process takes place at the transfer station. Mr. Dow said that anything capable of clogging pumps and equipment such as plastics, utensils, and bones must be extracted before being processed.

Mayor Dupar stressed that the education process will take time and shows gradual results. He also noted that the food waste in question will be collected from commercial sources only.

#### OPEN TIME FOR PUBLIC DISCUSSION

No items were brought forth.

## 2. COUNCIL AND TOWN MANAGER REPORTS

### - Town Manager Report

Town Manager Bracken provided the following report:

- Upcoming budget meetings are scheduled for June 25 and June 30, if needed;
- The storage addition at the Pet Club has been completed. Rodent issues should be eliminated and the general appearance improved;
- Free chipper week will run from June 22-26. The event will not carry through the weekend in an effort to avoid overtime expenses;
- There was police activity today on Tamal Vista Boulevard resulting from the activities of a medical marijuana dispensary. He has distributed an email detailing the event.

### - Council Reports

Councilmember Condon provided the following report:

- She attended the Chamber of Commerce Board meeting where the following was discussed:
  - Anyone interested in entering a float or contributing sponsorship to the July 4 parade should contact the Chamber;

- The annual golf tournament, to be co-hosted with the San Anselmo Chamber of Commerce, is scheduled for September 17, 2009;
- “Shop, Eat, Play, and Stay in Corte Madera”, a promotion to encourage patronage of local businesses, will kick off in July;
- The Economic Forum is scheduled for June 24. Director of Administrative Services Warman and Sean Randolph of the Bay Area Economic Council Institute will discuss the impact of the economy and stimulus package on the Corte Madera. The free forum will offer continental breakfast and begin at 8 a.m. in the Community Room at Town Center.

Mayor Dupar asked and confirmed that the Bayside Trail improvements have been completed. He asked that the portable restroom be removed.

Councilmember Cock asked if one of the newly installed seating areas would be covered, and Mr. Bracken agreed to follow-up.

#### CONSENT CALENDAR

- 3a. Approved Warrant and Payroll for the Period May 14, 2009, through May 28, 2009, Warrant Check Numbers 123232 through 123356 and Payroll Check Numbers 2883 Through 2901, Payroll Direct Deposit Numbers 13776 through 13861, and Payroll Wire Transfer Numbers 888 through 895, and Wire Twin Cities Police Monthly Payment
- 3b. Approved Investment Transaction for the Month of April 2009
- 3c. Adopted Resolution No. 3599 Authorizing the Town Manager and/or the Town Engineer to Execute All Necessary Grant Funding Contracts with Caltrans

MOTION: Moved by Condon, seconded by Cock, and carried unanimously by those present, with Lappert absent,

To approve items 3a through 3c.

#### PUBLIC HEARING Town Item

4. Discussion and Possible Action Concerning Adoption of a Resolution Establishing the Appropriation Limit for FY 2009-2010 for the Town of Corte Madera

The Director of Administrative Services presented the staff report, stating the Gann Limit requires local agencies receiving unrestricted general purpose taxes set an Appropriation Limit each fiscal year. The calculated Appropriation Limit for FY 2009-2010 is \$27,050,966. Available unrestricted general purpose tax revenues are roughly estimated at \$10,550,000. This number is about \$16,501,000 below the Appropriation Limit and means the Gann Limit will have no fiscal impact in

FY 2009-2010.

MOTION: Moved by Condon, seconded by Cock, and carried unanimously by those present, with Lappert absent,

To adopt Resolution No. 3600 establishing the Appropriation Limit for FY 2009-2010 for the Town of Corte Madera.

Sanitary District Item

5. Discussion and Possible Action Concerning Adoption of a Resolution Establishing the Appropriation Limit for FY 2009-2010 for Sanitary District No. 2 of Marin County

The Director of Administrative Services provided the staff report, stating that Sanitary District receives a share of property tax revenue and is subject to the same Gann Limit requirements as the Town. The calculated Appropriation Limit for FY 2009-2010 is \$7,853,153. Unrestricted general purpose tax revenues are roughly estimated at \$2,300,000. This number is about \$5,553,000 below the Appropriation Limit and means the Gann Limit will have no fiscal impact in FY 2009-2010.

Mr. Warman noted that there is discussion concerning taking property tax revenue away from enterprise districts, such as sanitary districts, during a state budget crisis. He stated that one proposal made last year suggested that the County Board of Supervisors determine the allocation of property taxes to enterprise districts and advised that it may be discussed again this year.

MOTION: Moved by Cock, seconded by Ravasio, and carried unanimously by those present, with Lappert absent,

To adopt the Resolution No. 2009-1 establishing the Appropriation Limit for FY 2009-2010 for Sanitary District No. 2 of Marin County.

BUSINESS ITEMS

6. Approve Minutes of May 19, 2009

Councilmember Condon requested the following amendment:

- Page 2, Line 10 – "...it was **originally**..."

Mayor Dupar requested the following amendment:

- Page 2, Line 38 – "... 'experiment' and criticized **CMSA's financing methods despite its winning many finance awards** ~~its award-winning finances.~~"

MOTION: Moved by Ravasio, seconded by Condon, and carried unanimously by those present,

To approve the Minutes of May 19, 2009, as amended.

ADJOURNMENT

The meeting was adjourned at 8:40 p.m. to the next regularly scheduled meeting on June 16, 2009.