

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

In the Town Hall Council Chambers on June 25, 2007 at 6:00 p.m.

PRESENT: Mayor Gill  
Dupar, Lappert

ABSENT: Councilmembers Condon, Yang

PRESENT: Town Manager Dave Bracken  
Director of Administrative Services George Warman  
Superintendent of Public Works Dave Montero

CLOSED SESSION

Closed Session Pursuant to Government Code Section 54956.8  
CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Property:	250 Doherty Drive, Larkspur
Agency Negotiators:	Dave Bracken and Town Representatives of the Twin Cities Police Council
Negotiating Parties:	Town of Corte Madera, City of Larkspur and Twin Cities Police Authority
Under Negotiations:	Lease price and terms of payment

OPEN SESSION

Mayor Gill announced the Council would return to Closed Session at the end of the meeting.

Salute to the Flag

1. OPEN TIME FOR PUBLIC DISCUSSION

There were no items brought forth at this time.

2. FY 2007-08 Town of Corte Madera Budget and Sanitary District #2 Budget  
1. Overview of Preliminary Budget for FY 2007-08  
a. Staff Presentation

The Town Manager presented the staff report. He thanked the department heads for their help in preparing the preliminary document and especially the work of the Director of Administrative Services and his staff. Total revenues for the Town are estimated to be \$23,415,600. Recurring revenues are estimated to be \$16,718,700, up \$698,100 over the final estimate for last year. Total revenues for the Sanitary District No. 2 are estimated to be \$4,498,000 which is \$500,000

over the final estimate for last year. Estimated recurring operating expenditures for the Town are projected to be \$16, 811,500. Estimated recurring operating expenditures for Sanitary District No. 2 are projected to be \$2,462,200. Non-recurring expenditures for the Town, which include Capital Projects, studies, and equipment purchases, total \$9,707,700. Of this total, \$443,100 is from the General Fund and \$632,000 is from the Equipment Replacement Fund. The remaining is financed by specifically restricted monies. Non-recurring expenditures for the Sanitary District total \$3,305,000.

3. Consideration of Capital Project List- FY 2007-08
  - b. Staff Presentation
  - c. Public Comment

The Town Manager discussed the list of Capital Projects and stated the budgeted amount was \$5,354,500. He stated the following were some of the major projects: 1) Completion of the General Plan; 2) Renovation of the Higgins Landing Boat Dock; 3) Completion of the Town Flood Control Study; 4) High Canal Levee Repair; 5) Completion of the Parks and Recreation Master Plan; and 6) Completion of the Tamalpais/Corte Madera Avenue Undergrounding.

4. Consideration of Operating Budget- FY 2007-08
  - a. Staff Presentation
  - b. Public Comment

The Town Manager stated there would be one major change in the Public Works/Engineering Department and that would be the inclusion of two new position classifications. These positions would be Public Works Manager and Sanitary Services Manager. The position of Associate Engineer would remain unfilled, keeping the staffing level the same. The Town Manager would retain the title of Director of Public Works and Town Engineer. This would maintain 16 full time positions in that department and the two Public Works Maintenance Worker positions would continue to be frozen.

Mayor Gill clarified that the Town Manager was not getting a salary to act as the Town Engineer and the two new positions would basically be a “wash” since the Associate Engineer position would remain unfilled.

The Director of Administrative Services gave a presentation of the budget. Councilmember Lappert referred to page S31 and had questions about the Transient Lodging Taxes. The Director of Administrative Services stated it has increased from \$468,000 last year to about \$474,000 this year. Councilmember Lappert asked if there was an audit on this tax, and the response was “yes”.

Mayor Gill referred to the bar graph on S42 and asked about the “spike” in the Shopping District Sales Tax. The Director of Administrative Services stated this was due to the accrual on the “Triple Flip”.

The Director of Administrative Services discussed the Forecasting Model section of the budget and discussed the General Capital Projects/Studies section of the budget.

The Director of Administrative Services discussed the General Government section of the budget and the following departments: 1) General Government; 2) Planning and Building; 3) Police Services; 4) Fire Department; 5) Public Works; 6) Recreation; and 7) Other Budgets. He noted the Fire Department will be replacing their ambulance and the Public Works Department ordered a new street sweeper which would be delivered sometime in August. He briefly discussed several landscaping and beautification projects and the need to replace several pump stations.

5. Consideration of Sanitary Budget- FY 2007-08
  - a. Staff Presentation
  - b. Public Comment

The Director of Administrative Services discussed the Sewer Fund section of the budget. He noted there is a need to update the Sewer Master Plan and determine the rates for the next five years.

The Town Manager discussed the Sewer Capital Projects section of the budget. Mayor Gill had questions about some of the major flood control projects and Federal, State, and County mandated programs. The Director of Administrative Services discussed some of these programs including those mandated by the National Pollutant Discharge Elimination System (NPDES).

Councilmember Lappert was concerned about the problem with siltation in the various lagoons. The Town Manager agreed and stated these lagoons also served as retention basins.

The public comment period was opened.

Harry Schriebman, had questions about how the Town was reimbursed for State mandated projects. The Director of Administrative Services stated it depended on the project but much of the reimbursement occurs after completion of the project. Mr. Schriebman had questions about the deficits noted on pages S2 and S3, Statement of Estimated Fund Balances. The Director of Administrative Services stated the revenue is not recognized until it is earned and interfund borrowing can occur between funds.

Clyde Marquart, Chair of the Flood Board, stated he had the pleasure of driving through the new traffic light at the intersection of Corte Madera Avenue and Tamalpais Drive. He stated it was a vast improvement.

Mayor Gill closed the public comment period.

6. Approval of Resolution Adopting FY 2007-08 Town of Corte Madera Budget

MOTION: Moved by Lappert, seconded by Dupar and passed unanimously by those present

with Condon and Yang absent,

To adopt Resolution No. 3507 Adopting FY 2007-08  
Town of Corte Madera Budget

7. Approval of Resolution Adopting FY 2007-08 Sanitary District #2 Budget

MOTION: Moved by Dupar, seconded by Lappert and passed unanimously by those present  
With Condon and Yang absent

To adopt Resolution No. 2007-3 Adopting FY 2007-08 Sanitary District #2  
Budget

ADJOURNMENT

The meeting was adjourned at 7:25 p.m. at which time the Council went back into closed  
session.

At the end of the closed session the Mayor announced that there was nothing to report.

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Melissa Gill, Mayor

ATTEST

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Christine Green, Town Clerk