

**Town of Corte Madera Regular Town
Council Meeting**

Eli Beckman
Mayor

David Kunhardt
Vice Mayor

Fred Casissa
Councilmember

Charles Lee
Councilmember

Bob Ravasio
Councilmember



THE TOWN OF
CORTE MADERA
MARIN COUNTY CALIFORNIA

Todd Cusimano
Town Manager

Amy Ackerman
Interim Town Attorney

Rebecca Vaughn
Town Clerk

Town Hall
300 Tamalpais Drive
Corte Madera, CA 94925
townofcortemadera.org

TUESDAY, JANUARY 19, 2021, 6:30 PM
VIA VIDEOCONFERENCE ONLY

NOTICE TO PUBLIC:

Due to Coronavirus (COVID-19), the Tuesday, January 19, 2021, Regular Town Council meeting will occur via videoconference only. All Councilmembers will be participating remotely, and residents are urged to follow the orders issued by the Marin County Public Health Officer and Governor and participate in the meeting remotely as well. As allowed under the Governor's Executive Order N-29-20 (March 17, 2020), during the duration of the COVID emergency the Town of Corte Madera will no longer offer an in-person meeting location for the public to attend.

Members of the public may view and participate in the meeting remotely through the following link:

<https://tinyurl.com/y7aw8ubu>

(No Pre-Registration Needed- Click on Link at Meeting Start Time)

You may call in using: 1 (408) 638-0968 (Zoom webinar ID: 914-5144-0692)

Or iPhone one-tap: +14086380968,,91451440692#

How to submit public comment remotely:

1. Email PublicComment@tcmmail.org prior to 5:00 P.M. on the day of the meeting.
2. Email PublicComment@tcmmail.org during the meeting.
3. Join the meeting using the link above and select the "Raise Hand" icon during the meeting, or press *9 to add yourself to the speaker queue if calling in to the meeting.

Anyone with a disability needing further assistance with public comment should contact the Clerk at least 2 hours before the beginning of the meeting to make alternative arrangements at rvaughn@tcmmail.org or 415-927-5050. Click [here](#) for more information on how to register to watch the meeting and submit public comment remotely.

1. CALL TO ORDER, ROLL CALL AND SALUTE TO THE FLAG

2. OPEN TIME FOR PUBLIC COMMENT

At the beginning of each regular Town Council meeting, any member of the public may address the Town Council concerning any item not on the Council's agenda. Speakers will be limited to three (3) minutes unless otherwise specified by the Mayor or the Presiding Officer. The public will be given an opportunity to speak on each agenda item at the time it is called. The Council may discuss and/or take action regarding any or all of the items listed below. Once the public comment portion of any item on this agenda has been closed by the Council, no further comment from the public will be permitted unless

authorized by the Mayor or the Council and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Council or as otherwise limited by order of the Mayor or Council.

[Public Comment Received After Agenda Publication](#)

3. PRESENTATIONS: None

4. CONSENT CALENDAR

The purpose of the Consent Calendar is to group items together which are routine or have been discussed previously and do not require further discussion. They will be approved by a single motion. Any member of the Town Council, Town Staff, or the Public may request removal of an item for discussion. Rescheduling of the item(s) will be at the discretion of the Mayor and Town Council.

- 4.A.** Waive Further Reading and Authorize Introduction and/or Adoption of Resolutions and Ordinances by Title Only
(Standard procedural action – no backup information provided)

- 4.B.** Adopt Resolution No. 01/2021 Approving a Template for Town Park Signage

Recommendation: Adopt Resolution as requested

[4.B. Staff Report and Attachments](#)

- 4.C.** Authorize the Public Works Director to Execute and Record Notice of Completion and Authorize the Release of Retention 35 Days Following Action by Town Council to Michael Paul Company, Inc. of Petaluma in the Amount of \$13,348.60 for Skunk Hollow Improvements Project #20-003.

Recommendation: Approve item as requested

[4.C. Staff Report and Attachments](#)

- 4.D.** Approval Of Town Social Media Policy Setting Forth Rules For Officers And Employees Use Of Social Media On Behalf Of The Town

Recommendation: Approve item as requested

[4.D. Staff Report and Attachments](#)

- 4.E.** Approval of Annual Statement of Investment Policy

Recommendation: Approve item as requested

[4.E. Staff Report and Attachments](#)

- 4.F.** Approve Accounts Payable Warrants for December, 2020

Recommendation: Approve item as requested

[4.F. Staff Report and Attachments](#)

- 4.G.** Approve Revenue and Expense Report for December, 2020

Recommendation: Approve item as requested

[4.G. Staff Report and Attachments](#)

- 4.H.** Approve Minutes of the December 15, 2020 Regular Town Council Meeting

Recommendation: Approve item as requested

[4.H. 12.15.20 Draft Town Council Meeting Minutes](#)

5. PUBLIC HEARINGS: NONE

6. BUSINESS ITEMS

- 6.A.** Presentation and Acceptance of the Town of Corte Madera Annual Independent Audit Report for Fiscal Year Ending June 30, 2020

Recommendation: Discuss and accept Audit Report as requested

[6.A. Staff Report and Attachments](#)

- 6.B.** Consideration and Possible Adoption of Resolution No. 02/2021 Approving Revisions to the Fiscal Year 2020-2021 Budget

Recommendation: Adopt Resolution as requested

[6.B. Staff Report and Attachments](#)

- 6.C.** Preliminary Discussion And Possible Direction to Town Manager on How to Best Proceed with Town Hall Facility and Operations. Town Manager will present the three options to Council: (1) Construct and Proceed with Town Hall Project; (2) Purchase Office Building Complex; (3) Lease Office Space/Option to Purchase. Staff will seek direction from Council and present further analysis for Council to consider at a future meeting.

Recommendation: Discuss options and provide direction as requested

[6.C. Staff Report and Attachments](#)

7. COUNCIL REPORTS

- Town Manager Report

- Update on Statewide Health Order
 - Vaccine
 - Mill Valley letter to Governor and County Health Officer requesting allowance for outdoor dining
 - Trends

- Town Council Reports

8. DISCUSSION OF DRAFT AGENDA FOR UPCOMING TOWN COUNCIL MEETING

- 8.A.** Review of Draft Agenda for Tuesday, February 2, 2021 Town Council Meeting

Recommendation: Review item and provide direction to staff

[8.A. 2.2.21 Draft Town Council Agenda](#)

9. ADJOURNMENT

ORDER OF BUSINESS: The Sanitary District No. 2 (SD2) meetings begin upon conclusion of the meeting of the Corte Madera Town Council unless otherwise noted. Agendas for SD2 are posted separately.

REPORTS: Town Council Staff Reports are usually available by 5:00 p.m., Friday prior to the Council Meeting, and may be obtained at the Corte Madera Town Hall, or by calling 415-927-5050. Copies of the reports relating to agenda items are available for review in the Town Clerk's Office, at the Corte Madera Library, Fire Station 13 (5600 Paradise Drive, Corte Madera 94925) and

<https://www.townofcortemadera.org/681/Agendas-Minutes-and-Notices>. Materials related to an item on this agenda that have been submitted to the Town Council or staff after distribution of the agenda packet are available for public inspection in the Town Clerk's Office located at Town Hall, 300 Tamalpais Drive, Corte Madera, CA 94925, during normal business hours, 8 a.m. to 12 p.m. and 1 p.m. to 4 p.m.

AMERICANS WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the Town Clerk at 415-927-5085. For auxiliary aids or services or other reasonable accommodations to be provided by the Town at or before the meeting please notify the Town Clerk at least 3 business days in advance of the meeting date. If the town does not receive timely notification of your reasonable request, the Town may not be able to make the necessary arrangements by the time of the meeting.

NOTIFICATION LIST: To sign up to receive automatic notifications regarding meetings and agendas, please visit the Town's website at <https://www.townofcortemadera.org> and click on "Notify Me" to register, or email the Town Clerk at: rvaughn@tcmmail.org.