

Town of Corte Madera Regular

James H. Andrews
Mayor

Town Council Meeting

Todd Cusimano
Town Manager

Eli Beckman
Vice Mayor

Teresa Stricker
Town Attorney

Sloan Bailey
Councilmember

Rebecca Vaughn
Town Clerk

David Kunhardt
Councilmember



THE TOWN OF
CORTE MADERA
MARIN COUNTY CALIFORNIA

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

Bob Ravasio
Councilmember

TUESDAY, JANUARY 21, 2020, 6:30 PM

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.

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. Authorize Introduction and/or Adoption of Resolutions and Ordinances by Title

Only.

(Standard procedural action – no backup information provided)

- 4.B.** Adopt Resolution No. 01/2020 (1) Endorsing the Spark (Larkspur-Corte Madera Schools Foundation) Annual Art Show Fundraiser, (2) Allowing Two Temporary Signs in the Public Right-of-Way from January 22, 2020 to February 13, 2020 Publicizing the Spark Foundation’s Annual Art Show February 7-12, 2020; and (3) Determining that the Project is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines 15061(B)(3)

Recommendation: Adopt Resolution No. 01/2020

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

- 4.C.** Authorize Public Works Director to Execute and Record a Notice of Completion for the High Canal Embankment Repair Project, Project No. 17-803

Recommendation: Approve item as requested.

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

- 4.D.** Authorize Public Works Director to Execute a Second Contract with Adaptation International and a First Addendum with San Francisco Estuary Institute to Increase Scope of Services for an Amount Not to Exceed \$51,500 and \$43,000, respectively; and Extend the Terms

Recommendation: Approve item as requested

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

- 4.E.** Adopt Resolution No. 02/2020 Revising the Mid-Management Salary Schedule to Include Project Manager and Code Enforcement Officer and to Remove Town Clerk/Assistant to the Town Manager

Recommendation: Adopt Resolution No. 02/2020

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

- 4.F.** Adopt Resolution No. 03/2020 Revising the Department Head Salary Schedule to Include the Town Clerk/Assistant Town Manager Position

Recommendation: Adopt Resolution No. 03/2020

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

- 4.G.** Adopt Resolution No. 04/2020 Approving a Publicly Available Pay Schedule in Accordance With CalPERS Regulations

Recommendation: Adopt Resolution No. 04/2020

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

4.H. Approval of the Annual Statement of Investment Policy

Recommendation: Approve item as requested

[4.H. Staff Report and Attachments.pdf](#)

4.I. Approval of the General Fund Revenue and Expenditure Report for the Period Ending November 30, 2019

Recommendation: Approve item as requested

[4.I. Staff Report and Attachments.pdf](#)

4.J. Approval of the Quarterly Investment Report for the Quarter Ending December 31, 2019

Recommendation: Approve item as requested

[4.J. Staff Report and Attachments.pdf](#)

4.K. Receive and File Warrants and Payroll for November 2019

Recommendation: Approve item as requested

[4.K. Staff Report and Attachments.pdf](#)

4.L. Receive and File Warrants and Payroll for December 2019

Recommendation: Approve item as requested

[4.L. Staff Report and Attachments.pdf](#)

4.M. Update on the Proposed Hotel Floor Area Ratio (FAR) Bonus Ordinance Environmental Analysis

Recommendation: This is an informational item only.

[4.M. Staff Report and Attachments.pdf](#)

4.N. Approval of Minutes of the December 3, 2019 Regular Town Council Meeting

Recommendation: Approve item as requested

[4.N. 120319 Draft Corte Madera Regular Town Council Minutes.pdf](#)

4.O. Approval of Minutes of the December 19, 2019 Special Town Council Meeting

Recommendation: Approve item as requested

[4.O. 121919 Draft Corte Madera Special Town Council Minutes.pdf](#)

5. PUBLIC HEARINGS: NONE

6. BUSINESS ITEMS

- 6.A.** Consideration and Possible Adoption of Resolution No. 05/2020 Approving the Corte Madera Chamber of Commerce 2020 Budget and Accepting the Financial Statements (Audit) for the Years Ending December 31, 2018 and December 31, 2017

Recommendation: Adopt Resolution No. 05/2020

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

- 6.B.** Second Reading And Possible Adoption Of Ordinance No. 992 To Repeal And Replace Chapter 18.31 (Accessory Dwelling Units) And Amend Chapters 18.04 (Definitions), 18.18 (Special Purpose Overlay District), And 18.20 (Off-Street Parking And Loading) Related To Accessory Dwelling Unit Regulations

Recommendation: Adopt Ordinance No. 992

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

- 6.C.** Consideration and Possible Adoption of Resolution No. 06/2020 Approving the 2019-20 Mid-Year Budget Revision

Recommendation: Adopt Resolution No. 06/2020

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

7. TOWN MANAGER AND COUNCIL REPORTS

- Town Manager Report
- Council Reports

8. REVIEW OF DRAFT AGENDA FOR UPCOMING TOWN COUNCIL MEETING

- 8.A.** Review of Draft Agenda for February 4, 2020 Town Council Meeting

Recommendation: Review item and provide direction to staff

[8.A. 2.04.20 Draft Town Council Agenda.pdf](#)

9. ADJOURNMENT

ORDER OF BUSINESS: The Sanitary District No. 2 (SD2) meetings begin upon conclusion of the meeting of the Corte Madera Town Council. 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) 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.