

**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](http://townofcortemadera.org)

**TUESDAY, FEBRUARY 16, 2021, 6:30 PM**  
**VIA VIDEOCONFERENCE ONLY**

**NOTICE TO PUBLIC:**

Due to Coronavirus (COVID-19), the Tuesday, February 16, 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](mailto:PublicComment@tcmmail.org) prior to 5:00 P.M. on the day of the meeting.
2. Email [PublicComment@tcmmail.org](mailto: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](mailto: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.

To download the complete agenda packet for this meeting, visit our archive center by clicking [here](#).

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**6:00 p.m. CLOSED SESSION:**

1. Public Comment Regarding Closed Session Item
2. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to Gov. Code Sections 54956.9(d)(2) and 54956.9(e)(3):  
One potential case

## 6:30pm REGULAR MEETING:

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

1.A. Report out of Closed Session

### 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:

3.A. Update on Marin Wildfire Prevention Authority

Presentation from Mark Brown, Executive Officer, Marin Wildfire Prevention Authority

3.B. Update from Town Manager Todd Cusimano Regarding The Status Of The 2020-21 Work Plan

[3.B. Staff Report](#)

### 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. Second Reading and Possible Adoption of Ordinance No. 1004, authorizing the Town Manager to settle claims and lawsuits of up to \$50,000, as permitted by state law, and amending provisions of Chapters 3.33 and 3.40 regarding the Town's Purchasing System.

Recommendation: Adopt Ordinance as requested

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

4.C. Acceptance of Annual Fire Inspection Report Per SB1205

Recommendation: Accept report as requested

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

4.D. Approval of Warrants and Payroll for January, 2021

Recommendation: Approve item as requested

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

**4.E.** Approval of Revenue and Expenditure Reports for January, 2021

Recommendation: Approve item as requested

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

**4.F.** Approve Minutes of the February 2, 2021 Regular Town Council Meeting

Recommendation: Approve item as requested

[4.F. 2.02.21 Draft Town Council Meeting Minutes](#)

**5. PUBLIC HEARINGS: None**

**6. BUSINESS ITEMS**

**6.A.** Consideration and Possible Adoption of Resolution No. 06/2021 Amending Town Council Resolution No. 2695, Christmas Tree Hill Parking Plan, To Increase Size of Parking Space No. 110 and Decrease Size of Parking Space No. 111

Recommendation: Discuss and Adopt Resolution as requested

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

[Link to Public Comment Received After Agenda Publication](#)

**6.B.** Discussion And Possible Action To Determine Whether To Fill A Possible Upcoming Vacancy On The Town Council By: (1) Having The Council Appoint A New Member Or (2) Holding A Special Election, And Directing Staff Regarding The Selected Option

Recommendation: Discuss and Provide Direction to staff as requested

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

**6.C.** Discuss And Provide Direction To Staff Regarding The Need To Change The Town's Procedures In Light of Recent Amendments To The California Elections Code Setting The Statewide Direct Primary In March In Even-Numbered Years That Are Evenly Divisible By Four And In June of Even-Numbered Years Not Evenly Divisible By Four. Council Will Consider And Take Action To (1) Direct Staff To Prepare An Amendment To The Corte Madera Municipal Code To Change The Corte Madera General Municipal Elections From Being Held On The Date Of The Statewide Direct Primary Election To The November General Election Date And (2) Direct Staff To Prepare A Revision To The Town Council Rules and Procedures, Section 2.2, Regarding The Annual Selection Of Mayor And Vice-Mayor.

Recommendation: Discuss and Adopt Resolutions as requested

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

**6.D.** Consideration of Proposal For New Senior Accountant Position and Provide Direction to Staff Regarding (1) Creation of New Position Classification Titled Senior Accountant With a Salary Range of \$7,596 to \$9,233 Per Month; (2) Amendment to Compensation Schedule C – Mid Management Employees, to Add New Position and Salary Range (This is a two meeting item per Council Policy)

Recommendation: Discuss and provide direction as requested

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

## 7. COUNCIL REPORTS

- Town Manager Report
- Town Council Reports

## 8. DISCUSSION OF DRAFT AGENDA FOR UPCOMING TOWN COUNCIL MEETING

### 8.A. Review of Draft Agenda for Tuesday, March 2, 2021 Town Council Meeting

Recommendation: Review item and provide direction to staff

[8.A. 3.02.21 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](mailto:rvaughn@tcmmail.org).