

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

Teresa Stricker
Town Attorney

Rebecca Vaughn
Town Clerk

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

TUESDAY, JULY 7, 2020, 6:30 PM
VIA VIDEOCONFERENCE ONLY

NOTICE TO PUBLIC:

Due to Coronavirus (COVID-19), the July 7, 2020, 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.

3. PRESENTATIONS:

- 3.A.** Proclamation in Support of Parks Make Life Better Month – July, 2020
Presentation by Ashley Howe, Parks and Recreation Director

[3.A. Proclamation](#)

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. 997 Amending the Town of Corte Madera Municipal Code, adding Chapter 15.90 to provide an Expedited Permit Process for Electric Vehicle Charging Stations

Recommendation: Adopt Ordinance No. 997

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

- 4.C.** Second Reading and Possible Adoption of Ordinance No. 998 to Amend Portions of Chapter 15.50 (Trees), Including Sections 15.50.020 (Definitions), 15.50.040 (Application for Permit), and 15.50.050 (Exemptions to Permit Requirements) of the Corte Madera Municipal Code to 1) Add a Definition of “Fire-Prone Trees” and 2) Add a Procedure for Removal of Fire-Prone Trees on Private Property and Public Property that Exempts Such Trees From Obtaining a Tree Permit When Deemed a Fire Hazard

Recommendation: Adopt Ordinance No. 998

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

- 4.D.** Authorize the Town Manager to Enter into the Shared Services Agreement with Both the City of Mill Valley and Town of San Anselmo; and Authorize the Director of Public Works to Approve the Plans and Contract Documents and Advertise for Bids; for the 2020 Preventative Maintenance Project #20-004

Recommendation: Approve item as requested

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

- 4.E.** Authorize the Director of Public Works to Award a Construction Contract for the Skunk Hollow Park Improvement Project (Project No. 20-003), to the Lowest Responsible Bidder, Michael Paul Co., Inc., for the Base Bid Amount of \$255,530, and Authorize a 10% Contract Contingency

Recommendation: Approve item as requested

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

- 4.F.** Approval of Request to Cancel the July 21, 2020 Regular Town Council Meeting

Recommendation: Approve item as requested

[4.F. Staff Report](#)

- 4.G.** Ratification Of Subcommittee Recommendations Regarding the Following Commission Appointments Commencing July 1, 2020 and Expiring June 30, 2022: Waive Interview Process and (1) Re-Appoint Nathan Blomgren, Ramon Garcia and Stephanie Bennett to the Flood Control Board; and (2) Re-Appoint Karen Gerbosi, Jean Greenbaum and Karl Spurzem to the Sales Tax Citizens' Oversight Committee

Recommendation: Approve item as requested

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

- 4.H.** Approval of Minutes of the June 9, 2020 Special Town Council Meeting

Recommendation: Approve item as requested

[4.H. 060920 Draft Corte Madera Special Town Council Minutes](#)

- 4.I.** Approval of Minutes of the June 16, 2020 Regular Town Council Meeting

Recommendation: Approve item as requested

[4.I. 061620 Draft Corte Madera Town Council Minutes](#)

5. PUBLIC HEARINGS: None

6. BUSINESS ITEMS

- 6.A.** Consider and Possible Action to Approve Proposal to Hire Student Interns and Adopt Resolution No. 25/2020 Creating a New Position Classification Titled Student Intern and Establishing the Salary Range of \$18-\$25 Per Hour for Student Intern
(This item was introduced at the June 16, 2020 Town Council meeting and is a two-meeting item per Council policy)

Recommendation: Adopt Resolution No. 25/2020

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

- 6.B.** Consideration and Possible Action to Adopt Resolution No. 26/2020 Amending Compensation Schedule for Part Time Hourly Employees Effective July 6, 2020 to Include New Position Titled Student Intern

Recommendation: Adopt Resolution No. 26/2020

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

- 6.C.** Consideration and Possible Action to Transition from Detailed or Summary Minutes to Action Minutes for Council, Board, Commission and Committee Meetings

Recommendation: Approve item as requested

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

- 6.D.** Consideration and Possible Action to Adopt Resolution No. 27/2020 Approving the Revised Budget for Fiscal Year 2020-21

Recommendation: Adopt Resolution No. 27/2020

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

- 6.E.** Consideration And Possible Action To Approve Resolution No. 28/2020, Extending The Lapse Date for Certain Types of Entitlements by 120 Days Due to Delays and Impacts Caused by the COVID-19 Pandemic and Compliance with State and County of Marin Public Health Orders

Recommendation: Adopt Resolution No. 28/2020

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

[Memo: Additional Staff Report Background Information](#)

[Public Comment – Bandel](#)

[Public Comment – Hernandez and UyBico](#)

- 6.F.** Consideration and Possible Action to Approve Plans and Specifications and Authorize Public Works Director to Advertise for Redwood Highway Pathway and Landscaping Improvement Project, Project No. 16-001

Recommendation: Approve item as requested

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

7. COUNCIL REPORTS

- Town Manager Report
- Town Council Reports

8. DISCUSSION OF DRAFT AGENDA FOR UPCOMING TOWN COUNCIL MEETING

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.