

MINUTES OF JANUARY 15, 2019

REGULAR MEETING
OF THE
CORTE MADERA TOWN COUNCIL

Mayor Ravasio called the Regular Town Council Meeting to order at Town Hall Council Chambers, 300 Tamalpais Drive, Corte Madera, CA on January 15, 2019 at 6:15 p.m.

6:15 p.m. CLOSED SESSION:

1. CALL TO ORDER AND ROLL CALL

Councilmembers Present: Mayor Ravasio; Vice Mayor Andrews and Councilmembers Bailey, Beckman and Kunhardt

Councilmember Absent: None

2. PUBLIC COMMENT ON CLOSED SESSION ITEM ONLY - None

3. ADJOURN TO CLOSED SESSION ON THE FOLLOWING ITEM:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Closed Session Pursuant to Cal. Gov't Code Section 54957

Title: Town Manager

6:30 p.m. REGULAR MEETING:

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

Councilmembers Present: Mayor Ravasio; Vice Mayor Andrews and Councilmembers Bailey, Beckman and Kunhardt

Councilmember Absent: None

Staff Present:
Town Manager Todd Cusimano
Town Attorney Teresa Stricker
Public Works Director Peter Brown
Planning Director Adam Wolff
Senior Civil Engineer R.J. Suokko
Senior Civil Engineer Jared Barrilleaux
Town Clerk/Assistant to the Town Manager Rebecca Vaughn

A. REPORT OUT OF 6:15 P.M. CLOSED SESSION

Town Attorney Teresa Stricker announced there was no reportable action taken from tonight's Closed Session.

B. REPORT OUT OF CLOSED SESSION, DECEMBER 18, 2018 TOWN COUNCIL MEETING:

CONFERENCE WITH LEGAL COUNSEL- POSSIBLE INITIATION OF LITIGATION
Pursuant to paragraph (4) of subdivision (d) of Gov. Code Section 54956.9:
(1 potential case)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Closed Session Pursuant to Cal. Gov't Code Section 54957
Title: Town Manager

Mayor Ravasio announced that for the first item, the Town Council made the decision to join litigation challenging the new rules the Federal Communications Commission (FCC) recently issued regulating and streamlining local government approval processes for installation of small cell facilities in the public right-of-way by the Spiegel Law Firm in Washington, DC. For the second item, no reportable action was taken.

SALUTE TO THE FLAG – Mayor Ravasio led in the Pledge of Allegiance.

2. OPEN TIME FOR PUBLIC COMMENT

CHERYL LONGINOTTI, Tamal Vista Boulevard, thanked the Public Works Department for their work on the issue on Mohawk by Neil Cummins School which addresses the ramp issue as well as slowing of vehicles.

PATI STOLIAR, Age-Friendly Corte Madera, invited the community to the third Wednesday speaker series on “Will I Have Enough Money” to be held at the Corte Madera Community Center, with Stan Green, a certified financial planner.

3. PRESENTATIONS

A. Update on Town Hall Addition Project and Consideration of Staff Request for Appointment of Up to Two Councilmembers to Serve on the Project Working Group

(Presentation provided by Todd Cusimano, Town Manager)

Town Manager Todd Cusimano said this is the first of a few series regarding the Town Hall addition project, what problems exist currently and potential solutions. There is also an action item with the presentation and he is asking the Council to consider appointing up to two members of the Council to the team as they move forward with a needs assessment.

He then provided a PowerPoint presentation covering the original 1931 construction of Town Hall as a fire station, its renovation in 1965, and he said in 1992 the structure was used as a Town Hall to house certain departments. He described the building's inability to meet building codes, ventilation and ADA requirements and additional issues and barriers.

Staff reviewed the project for a 5 year, 3-phase process and hopes to form a working group of staff, Council, Planning Commission, the Town's architect, and community members. He considered moving Public Works staff off-site and leasing facilities. If Phase 1 were completed, staff would recommend retrofitting the downstairs for a community amenity such as a Chamber office or a community room, and Phase 3 would be to focus on the upstairs area and possibly updating the Council Chambers.

When looking at infrastructure needs, there is not enough money to accomplish everything, but he thought the phased plan would provide a 50+ year fix at a low, \$2 to \$3 million cost. Given the building's historic features, there are also things that can be done to the outside and he noted parking should be discussed, as well. He learned that the Post Office was taking up 10-15% of the Town's parking spaces daily but this is no longer the case. On the west side of the fire station there are 7-8 spaces with the potential to add more parking, and he suggested this area be used for employee parking, resulting in a net gain within the entire complex.

He restated staff's recommendation to form a working group and said Councilmember Beckman and Vice Mayor Andrews have shown interest in serving on the team to develop a needs assessment, identify design concepts and receive public input. A workshop and study session and design review process would be held with the Planning Commission and community, and then it would be reviewed by the Town Council. From a staff and efficiency standpoint, they must do something and he noted that this is not competing with other Town priority projects.

Councilmember Kunhardt asked if there would be temporary leasing required when renovating the downstairs offices for some months.

Mr. Cusimano stated the addition could be built first which would go parallel to the existing building and employees would transfer over to that building and then they would look to renovate the downstairs and then the Council Chambers. He said they will also need to consider having modular on the west side of the fire station for Public Works/Engineering staff.

Mayor Ravasio opened the public comment period.

MICHAEL HARLOCK, Redwood, suggested broadening the vision, noted the Town has a lot of contiguous property between Park Madera, the park and the fire station, post office and the existing Town Hall site, and he suggested seeing the Town decide from an urban design standpoint where an ultimate "civic identity" could be created. He asked if needs could be addressed through a temporary and less expensive investment.

Councilmember Bailey asked and confirmed the working group would consist of the architect and her team, 3-4 staff members, up to two Councilmembers, a community member and a Planning Commissioner.

Councilmember Bailey recommended including Mr. Harlock, as he is an architect, as well as a minimum of one Planning Commissioner and a few community members.

Councilmember Kunhardt concurred.

Mayor Ravasio also concurred, noting that this is a very public building and the Council will seek as much input as possible from the community. He confirmed staff direction to form the working group and appoint Vice Mayor Andrews and Councilmember Beckman and to seek Planning Commission interest.

B. Presentation on Town-wide Staffing (Discussion Continued from December 18, 2018 Town Council Meeting)
(Presentation provided by Todd Cusimano, Town Manager)

Mr. Cusimano said staff wanted to hold a series of conversations regarding staffing, thinking about reoccurring revenues and expenditures to the General Fund Operating Budget, noting that 80% of this is staff related, and place realistic information in the budget to achieve a good understanding of personnel and accomplishments.

He discussed putting redundancies in place to ensure the Town never must have to freeze a position or lay off personnel based on decisions made today. He referred to the staffing summary which was taken from the previous budget. At many budgets the Council heard Town staffing was at its peak in FY 2002/03 when there were 62.2 full-time positions and due to the economic collapse in 2008, staff was reduced from 62 to 43.25 positions.

In breaking this up for long-term sustainability, he displayed a chart of all department personnel minus fire and police personnel, and said they have supplemented personnel with contract positions over the last few years. He then displayed a chart which represented FY 2015/16 forward showing the consolidation of police and fire and costs which represent reoccurring revenues of 38% of the General Operating revenues. Other agencies typically are about 50%. This cushion allows the Town to be creative with services and costs.

In FY 2018/19 they formed the JPA and while pension costs rose, they still kept costs down and eliminated redundancies between two agencies but added prevention services, improved the paramedic services and added two additional firefighters to ensure they had three person engine companies.

He then compared what they did and if they did nothing, showing the savings of \$100,000 by sharing services in FY 2016/17, just under \$450,000 by merging services and today the Town saves \$500,000 annually by merging and consolidating with Larkspur. Therefore, they saved \$1 million, improved services and now are able to dedicate \$1.25 million to the Trust Fund to pay off unfunded liabilities. He then briefly described similar city comparisons for police and fire services costs from ten years ago to the present.

The Town has averaged approximately 34 employees and now they have 30.5 and are supplementing the remaining through contract work. They have huge infrastructure needs and he said they will need to back out of some of the contracts and consider full time employees in Public Works/Engineering and in the Planning Department. Lastly, he shared a forecasting model comparing reoccurring revenues to reoccurring expenses, which shows Corte Madera as second in having the highest revenues, given the sales tax base. The Town is positioned now to continue its current staffing and service delivery through 7 years of any future downturn without touching reserves or the trust fund. If another downturn occurred, the Town would talk about its contract services and further discuss using its reserve funds and trust funds.

Vice Mayor Andrews asked about the Town's status with approval of CalPERS and the consolidated fire department.

Mr. Cusimano said CalPERS has approved and will allow the Town to proceed with the contract and are now completing an actuarial report which will show the financial ramifications which will go before the Fire Council in February for approval.

Mayor Ravasio opened the public comment period.

PETER HENSEL, Willow Avenue, asked if the Town was still paying off Park Madera Center.

Mr. Cusimano said the Town has refinanced its debt payment and currently owes about \$9.4 million. It was appraised this last year at \$13 million, and they currently bring in more revenues than expenditures of approximately \$20,000 to \$30,000 annually. They will also start community conversations about the future of the shopping center because it is an asset.

Mayor Ravasio said he got on the Council in 2007 and things were bad in 2008 through 2010 and he explained the short-term financing deal which cost the Town \$200,000 a year to borrow enough money to get enough cash to pay the bills for the center, so he was glad to hear about the work on the center financing structure. He concluded the item and thanked staff him for the work on the item.

4. CONSENT CALENDAR

Councilmember Kunhardt requested removal of Item 4D.

- A. Authorize Introduction and/or Adoption of Resolutions and Ordinances by Title Only.
(Standard procedural action – no backup information provided)
- B. Adopt Resolution No. 01/2019 (1) Endorsing the Corte Madera Women's Improvement Club Giant Indoor Yard Sale, (2) Allowing Temporary Signs in the Public Right-of-Way from February 25, 2019 to March 4, 2019 Publicizing the Giant Indoor Yard Sale on March 2, 2019; and (3) Determining that the Project is Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines 15061(B)(3)
(Report from Tracy Hegarty, Administrative Analyst)

- C. Approve Notice of Completion for the Marina Village Storm Drainage Improvements: Echo Avenue and Harbor Drive, Project. Project 17-018
(Report from R.J. Suokko, Senior Civil Engineer)

- E. Approve An Agreement With Spiegel & McDiarmid LLP For Legal Services Associated With Joining Litigation Challenging The Recent FCC Rules Regulating And Streamlining Local Governmental Approval Process For Installation Of Small Cell Facilities In The Public Right-Of-Way And Authorizing Town Manager To Sign The Agreement
(Report from Todd Cusimano, Town Manager and Teresa Stricker, Town Attorney)

- F. Approve Accounts Payable Warrants for December, 2018
(Report from Daria Carrillo, Finance Director)

- G. Receive and File General Fund Revenue and Expenditure Reports for December, 2018
(Report from Daria Carrillo, Finance Director)

- H. Approval of Minutes of the December 18, 2018 Regular Town Council Meeting

MOTION: Moved by Bailey, seconded by Beckman, and approved unanimously by the following vote: 5-0 (Ayes: Andrews, Bailey, Beckman, Kunhardt and Ravasio; Noes: None)

To approve Town Consent Calendar Items A, B, C, E, F, G and H.

Item Removed from Consent Calendar

- D. Authorize the Public Works Director to Enter Into a Professional Service Contract Totaling \$368,970 with Parisi Transportation Consulting for Environmental Documentation and Final Design of the Central Marin Regional Pathways Gap Closure Project Using State Active Transportation Grant Funds
(Report from R.J. Suokko, Senior Civil Engineer)

Public Works Director Peter Brown stated per the staff report, the Town applied for grant monies through the State's ATC and the Town was successful in awarding \$415,000, \$55,000 of which is a local match which was approved by the Council to move the project forward. The money is for design and environmental clearance. Town staff advertised the RFP in December, Bicycle Pedestrian Advisory Committee (BPAC) reviewed the matter, and they identified a qualified consultant. Staff is recommending the Town enter into the contract for the work to begin.

He explained the main part of the project is along Wornum and the other part is along Nellen Avenue which would provide bike lanes and a crossing across Fifer Avenue, and staff developed a slide of all of the local projects along Hwy 101 which he briefly described. The funding for the North/South Greenway was re-allocated to the SMART Train project in San Rafael.

He added that the Town's last application for construction funds was denied two weeks ago by the State and if they are not successful in seeking construction funds for Nellen in particular, he would return to Council and review pedestrian improvements to fund in-house to get people safely across Fifer Avenue and ask Council to use local funds to improve the Wornum pathway.

Councilmember Kunhardt pointed to the yellow portion on the map and he confirmed with R.J. Suokko that Transportation Authority of Marin (TAM) is the project sponsor for the North/South Greenway southern segment and they gave the lead to the County, setting

aside \$1.2 million for the project approval and environmental document. The actual phase for consulting was less than the \$1.2 million so it could potentially fund the project through final design.

Councilmember Kunhardt asked and confirmed with Mr. Suokko that the project area involved in the request tonight is the area in purple on the map.

Mayor Ravasio opened the public comment period.

PETER HENSEL, Willow Avenue, pointed to the contract's language as being clear and believes it precludes Redwood Highway, voiced concerns with the staff report and asked for graphics showing where the link begins and ends, questioned who wrote the request for ATC funds and whether the request stipulated funds for Central Marin Regional Pathways Gap Closure which is very important. He was opposed to removing the path to Horse Hill and asked for safe planning for bikes that does not compromise infrastructure in the town.

CHERYL LONGINOTTI, BPAC member, said funding this project does not exclude other options and she said the 2016 BPAC plan has 30 projects on it. Number 30 is Kirby's Crossing from Horse Hill across Hwy 101. The Council will also be talking about CIP priorities and one project will be improvements to Casa Buena which leads over Horse Hill. So, Horse Hill has not been forgotten. Therefore, she believes Mr. Hensel's comments are inaccurate and she was available to discuss them.

DAVID MCPHEARSON, Corte Madera Avenue, BPAC member, stated the project has been in the works close to a decade and the Fifer construction is crucial for commuters utilizing the bus. The Wornum path gets close to 1,000 bicyclists getting to and from the ferry as well as close to 100 children, and he encouraged the Council to approve the contract.

Mayor Ravasio disclosed that he received an email prior to the meeting requesting that he recuse himself from the item given he is the Chair of the BPAC. He spoke to the Town Attorney, who reiterated that there is no legal conflict with him participating in the item.

Councilmember Bailey asked if Mr. Brown agreed with the position that by approving this, the Town is implicitly laying the path work for an Alto Tunnel connection rather than Horse Hill. And, if the Town had decided it will do the Horse Hill crossing and not Alto Tunnel, he asked what would be different about the map.

Mr. Brown said no, he does not believe designing and receiving environmental clearance for this project, and confirmed it only applies to the purple area. He agrees that graphics could be included to be clearer.

To Ms. Longinotti's point, bicyclists and pedestrians take many different routes so they could be heading towards Alto Tunnel, Equator in Larkspur or have multiple destinations. The same is true for someone who wants to continue along the Redwood Path or take the new Tamal Vista Complete Streets project. Therefore, he does not believe this improvement does anything related to Alto Tunnel other than improve the facility within a mile or two where Alto Tunnel may or may not ever become.

Councilmember Bailey said assuming that they decided on Horse Hill and asked if the presumption was that it would only go down Redwood Highway and other paths would not be improved.

Mr. Brown said he did not believe so. It is a difference of about 30 to 60 seconds depending on how fast someone rides through the area, but he noted that riders will have multiple choices to get over Tamalpais Avenue regardless and he prefers they all be safe.

Mayor Ravasio noted BPAC also has held multiple conversations about taking people down

Tamal Vista over Mohawk, and he thinks if they had people go over Horse Hill they would do something else rather than take them up the other side of Redwood Highway because that would cost millions.

Mr. Brown said lastly regarding what happens along Redwood Highway, this is in Larkspur's jurisdiction and he knows they are similarly advocating for safe bike and pedestrian safety.

Vice Mayor Andrews referred to the Redwood Highway Multi-use Path by the Village and said he was under the impression that would have work done on it and asked for the status.

Mr. Brown said staff will call out this project in the upcoming CIP item, stating it is currently under design to be rehabilitated and improved.

Vice Mayor Andrews asked for the status of the Tamalpais Bridge over Hwy 101. He asked to try to get paths on both sides of the bridge so as to encourage one for bicyclists and one for pedestrians, if possible.

Mr. Brown said Caltrans has a Project Initiation Document (PID) which will evaluate the project and the Town has had informal meetings and will reconnect the group to meet again.

Councilmember Bailey said he appreciates Mr. Hensel's letter and is in agreement that the basic concept is that the Council does not want to implicitly "bless something by something else" but he did not believe this was happening here. He agreed with Mr. Brown's comments and voiced support of staff's recommendation.

Mayor Ravasio agreed that this is a safety improvement measure and spoke of the need for safety, especially given his accident being hit by a car last year. This will also make it safer for kids on bikes going to school and improve traffic safety.

MOTION: Moved by Kunhardt, seconded by Bailey, and approved unanimously by the following vote: 5-0 (Ayes: Andrews, Bailey, Beckman, Kunhardt and Ravasio; Noes: None)

To Authorize the Public Works Director to Enter Into a Professional Service Contract Totaling \$368,970 with Parisi Transportation Consulting for Environmental Documentation and Final Design of the Central Marin Regional Pathways Gap Closure Project Using State Active Transportation Grant Funds

5. PUBLIC HEARINGS

- A. Public Hearing To Consider Introduction Of Ordinance No. 981 Amending Title 2 Chapter 2.38 Of The Town Of Corte Madera Municipal Code, "General Municipal Elections" To (1) Change the Town of Corte Madera's Municipal Elections from "June of Even-Numbered Years" to "Statewide Direct Primary" and (2) Cancel the Election Currently Scheduled for November, 2019, to Elect Two Councilmembers to Four and Half Year Terms, and Move the Election to the Next Statewide Direct Primary, Scheduled for March 3, 2020, Resulting In An Extension Of The Current Council Terms Up To Four Months
(Report from Rebecca Vaughn, Town Clerk)

Town Clerk Rebecca Vaughn stated staff is bringing this item back to the Council based upon direction and amendments received at the December 18, 2018 Council meeting. Changes were brought about at the State level which eliminated the June election as an option and moved the statewide primaries to March and moved the federal Presidential primaries to March, as well.

The Town's ordinance as written refers to June election dates and it needs to be amended to refer to a more generic date such as Statewide Direct Primary or Statewide General Election, depending on the Council's preference for a March or November election in even years. The direction given at the December meeting was that the March election date was preferred. Therefore, the draft ordinance for introduction includes the term, "Statewide Direct Primary" which would move elections to March of even years.

Also included in the draft ordinance is direction to cancel the election scheduled for November 2019 and extend Councilmember terms until the certification of the March 2020 election. The other effect the ordinance would have on those Councilmembers elected in June 2018 to serve 4 year terms since the election would be moved up to March of 2022.

Mayor Ravasio opened the public comment period.

Vice Mayor Andrews stated he will abstain, stating he was not comfortable in extending his term.

Councilmember Kunhardt likened the recommendation to be the best way to read the consent of the Governor and supported the recommendation.

MOTION: Moved by Beckman, seconded by Kunhardt, and approved unanimously by the following vote: 4-0-1 (Ayes: Bailey, Beckman, Kunhardt and Ravasio; Noes: None; Abstain: Andrews)

To introduce and waive further reading of Ordinance No. 981 Amending Title 2 Chapter 2.38 Of The Town Of Corte Madera Municipal Code, "General Municipal Elections" To (1) Change the Town of Corte Madera's Municipal Elections from "June of Even-Numbered Years" to "Statewide Direct Primary" and (2) Cancel the Election Currently Scheduled for November, 2019, to Elect Two Councilmembers to Four and Half Year Terms, and Move the Election to the Next Statewide Direct Primary, Scheduled for March 3, 2020, Resulting In An Extension Of The Current Council Terms Up To Four Months

- B. Public Hearing To Consider Introduction Of Ordinance No. 982 Amending Title 12 Chapter 12.38 "Use Of Right Of Way" To Clarify The Process For Right-Of-Way Agreements And Delegate Approval Authority Of The Agreements To The Town Manager
(Report from Adam Wolff, Director of Planning and Building)

Director of Planning and Building Adam Wolff stated that staff is recommending the Town Council consider and introduce Ordinance No. 982 which would amend Chapter 12.38 of the Municipal Code to clarify the process for right-of-way agreements and secondly to delegate authority of the agreements to the Town Manager.

As background, the item follows up on direction provided by the Council at its October 2, 2018 meeting when discussing wireless communications facilities and deployment practices. One request was to explore the possibility of including indemnification provisions and whether or not they already apply in order to ensure the Town is not responsible for any future issues related to deployment of facilities in the right-of-way.

It is clear there are existing indemnification provisions in the code that can apply to wireless facilities in the right-of-way but in review of the existing ordinance, staff felt it should be amended to 1) to ensure the owner of the wireless telecommunications facility is the responsible party to the agreement and not just the applicant who most often is a contractor; and 2) to authorize approval authority and delegate it to the Town Manager, as well as his/her designee to allow for compliance with the streamline provisions for

processing facility applications.

Vice Mayor Andrews asked and confirmed that the Planning Director or Public Works Director would serve as the designee in the absence of the Town Manager. From a policy standpoint, he said the Council seeks copies of warrants and checks, and he asked if this could be included.

Town Attorney Teresa Stricker asked if wording would include some direction that there would be a report to the Council of any agreements entered into or a practice that the Town Manager could adopt even though it is not in the ordinance. She did not feel it was necessary to include it in the ordinance and suggested direction to staff.

Vice Mayor Andrews said he was comfortable with it being a Town policy to alert the Council when contracts are completed.

Mayor Ravasio opened the public comment period, and there were no speakers.

MOTION: Moved by Bailey, seconded by Kunhardt, and approved unanimously by the following vote: 5-0 (Ayes: Andrews, Bailey, Beckman, Kunhardt and Ravasio; Noes: None)

To introduce and waive further reading of Ordinance No. 982 Amending Title 12 Chapter 12.38 "Use Of Right Of Way" To Clarify The Process For Right-Of-Way Agreements And Delegate Approval Authority Of The Agreements To The Town Manager

Noted Absent:

Town Manager Cusimano left the Council Chambers due to conflict of interest for the upcoming item.

6. BUSINESS ITEMS

- A. Consider Introduction of Resolution No. 02/2019 Which Would Approve a One Time Performance Bonus to the Town Manager of \$10,950, 5% of Base Salary, Per Employment Agreement (Approval of this Resolution Requires A Two Meeting Process)
(Report from Teresa Stricker, Town Attorney)

Town Attorney Teresa Stricker stated the Town Manager's contract provides for the Council to consider, after conducting an annual review which has been completed, a potential one-time bonus of up to 5% of his base salary. The Council directed staff to bring this item forward and the 5% bonus would be \$10,950 and would not increase the Town Manager's pension and it would be under Town policy requiring two readings and would return at the next Council meeting for a final decision.

Mayor Ravasio opened the public comment period, and there were no speakers.

MOTION: Moved by Andrews, seconded by Bailey, and approved unanimously by the following vote: 5-0 (Ayes: Andrews, Bailey, Beckman, Kunhardt and Ravasio; Noes: None)

To introduce Resolution No. 02/2019 which would approve a one time Performance Bonus to the Town Manager of \$10,950, 5% of base salary, per Employment Agreement (Approval of this Resolution Requires A Two Meeting Process)

- B. Summary of Ongoing Town Transportation and Capital Improvement Projects
(Report from Peter Brown, Director of Public Works)

Mr. Brown provided a summary of ongoing Town Transportation and Capital Improvement Projects (CIP), noting that evaluation criteria are in rank order for safety, volume, benefits to the community, condition of the facility, amount of funds leveraged from the region. He recognized that all projects have existed before his employment with the Town and he recognized previous staff as well as the Town's engineering team.

He gave a PowerPoint presentation and described various projects under Phase 1 and grant funds.

Vice Mayor Andrews stated there were issues with people coming off of Tamalpais Avenue and speeding down Meadowsweet, and he asked if there were proposed changes here to slow speeds.

Mr. Brown stated staff has added signage and has not heard of any incidents, but he can look into it more.

Councilmember Kunhardt commented on pedestrian behavior and was concerned with the amount of distance between Peet's Coffee, the Library and the Town Center Mall, noting that some pedestrians will avoid the crosswalk.

Mr. Brown described the current situation and options for pedestrians, stating the benefit outweighs costs, noting that it is a matter of seconds if another crosswalk were added, and pedestrians must wait anyway for the light to change green.

Mr. Brown then continued his PowerPoint presentation and discussed Phase 2 projects and associated grant funds.

Senior Civil Engineer Jared Barrilleaux then discussed and gave a PowerPoint presentation on the Town Hall addition, proposed building design and construction.

Senior Civil Engineer R.J. Suokko stated the Town hired a consultant to review the entire Town's pavement rating, showing the Pavement Condition Index (PCI) is 68 out of 100. He then presented a budget showing current road conditions and the PCI of roads after 5 years.

Councilmember Bailey commented on projects involving PG&E monies and voiced concern about funding based on their bankruptcy situation. He also questioned grades or the PCI and how the figures relate to funding. Mr. Suokko noted that every two to three years the Town has access for Metropolitan Transportation Commission (MTC) funding and they pay for the inspection and report. He noted the countywide average is 66 and the Town is at 68 PCI, and he noted that a PCI of 80 is likened to an "A" grade.

Councilmember Kunhardt asked how certain roads affected by rain and collapsing gets worked into the priority system, given it is unanticipated.

Mr. Suokko said they look to maintenance crews for this or hire the work out and he described an example. Mr. Brown clarified that work on 57 Summit is currently underway, which is a slide and GeoTech will drill that site on Friday, and the work and cost are included on the spreadsheet.

Mr. Suokko then described the project referred to by Vice Mayor Andrews on Wornum and San Clemente which is ready and 95% designed.

Vice Mayor Andrews asked if the Town will assess and potentially lose many trees.

Mr. Suokko discussed use of an arborist to determine problems with root damage and replacement with a better tree species.

Mr. Brown lastly presented and described the spreadsheet showing 2019 and 2020 priority projects and costs from revenues the Town has accrued over years as well as relative grant funds.

Councilmember Bailey referred to the slide which states “Percent of cost leveraged” and confirmed that funds have already been obtained.

Councilmember Beckman asked if staff was seeking prioritization within the tiers, and Mr. Brown asked to let staff know if Councilmembers support staff’s criteria and tiers of ranking for projects in the spreadsheet, noting they are open to adding projects. He said he also has options for Casa Buena Complete Streets Phases 1 and 2 for the Council to consider, which he described.

Vice Mayor Andrews asked about the time for completion of the Hwy 101 on-ramp project. Mr. Brown said completion of construction is targeted for 2022/2023. This would also include the ability to aggressively seek pedestrian enhancement funds and the only way to have it done sooner would be to push something else out.

Vice Mayor Andrews referred to the Casa Buena project picture and he commented that often there are moms pushing strollers along with toddlers, and he voiced extreme safety concerns, and he would like to push forward a sidewalk ahead of the Paradise improvements or as soon as possibly feasible.

Mayor Ravasio opened the public comment period.

PATI STOLIAR, Casa Buena Drive and founder of the Save Sanford Society, stated in 1997 her neighbors sent letters to the Town indicating how dangerous the intersection at Sanford was and Thursday it will be addressed. In 2010, Alta completed a design for the Phase 2 project on Casa Buena and then in August 2015 it received a CIP number 15-021 and neighbors were very excited. Then, she met with Town staff regarding the safety issue and asked if they would walk down Casa Buena and they thought it was too dangerous.

Then, they have been interested in finding out the population along Casa Buena. They assume there are 160 units and somewhere between 260 and 300 pedestrians, 90 students. Walking along the street also provides the destination to go to the library, bus stop and shopping center and she sees the two stroller family almost daily, along with tandem toddlers which reaches over a blind hill on the road. She also knows one Councilmember has a newfound appreciation for the urgency of providing safe routes for bicycles and asked to do everything possible to improve bicycle safety. Mr. Brown indicated Casa Buena is the top priority in Town yet it is in a third tier and asked to use the \$2.7 million from the sales tax override monies to fix this dangerous situation.

JEAN GREENBAUM, Casa Buena Drive, said Paradise Drive improvements include \$40,000 and there have been 8 collisions from 2012-2016 and Casa Buena includes \$7,000 with 7 collisions. The volume of bike and pedestrian traffic on Casa Buena is suppressed due to the absence of sidewalks so the numbers are not objective and she asked for priority improvements for Casa Buena Drive.

CHERYL LONGINOTTI, Tamal Vista, referred to the Redwood Highway Path which has been discussed by BPAC for a couple of years and she noted that the SMART train tracks are expected to be working for the Larkspur route at the end of 2019. So if rehabilitation of the Redwood pathway is deferred, the Town is missing an opportunity for employees to get the train and use their bikes to get to the Village and Amy’s Restaurant, and she asked for this consideration.

DAVID MCPHEARSON, Corte Madera Avenue, said he began on BPAC in 2006 and has never seen such a document presented and thinks it is an exciting time for residents to see tax revenues and Town staff working hard to push projects forward. He trusts Public Works

staff to allocate resources and seek grant funding as it has been recommended.

Mr. Cusimano commented that the Town has over 50 CIP projects in the budget and these are the priorities. It is not a conversation about money as the Town has the money to complete all of the projects if they had more staff. There are arguments to move ahead certain projects, and he thinks it is a remarkable accomplishment.

Councilmember Kunhardt voiced support of the criteria and considerations, thinks it is difficult to specify priorities, and said it is difficult to find a way to improve what has been proposed. He hoped for grant funding but he did not see any projects as being delayed.

Vice Mayor Andrews said in terms of outside funding, he asked what issues would help or hinder the Town in terms of receiving funding.

Mr. Brown said criteria used by funding agencies are the same. The one criteria missing is disadvantaged communities which have to do with income and ethnic diversity, and the State's ATP puts a big emphasis on these communities. The Town does not compete well as a result of criteria. One project which received ACT funds which was approved tonight was shocking and he spoke about other funding options. He suggested spending a year reviewing grants funds the Town can apply for and see how they do.

Lastly, staff applied for grant funding for Casa Buena and did not get them, so they can resubmit the package and hope to receive more than 55 points on a scale of 100, where the cut off was 88 points or above. He suggested narrowing down this project, review priorities and move forward.

Vice Mayor Andrews referred to the Casa Buena Phase 2 project and pointed out that this census block group has a Town-wide median income of \$75,000 so this is not the richest neighborhood in Town. In terms of the Hispanic population Town-wide, it was 7.4% and this block was 30%. In terms of age, the median age was 45 and this block was 36, so it is a young population with families and this could help the Town in terms of grants.

Mr. Brown said they will use this information for local sources, but they must compete Statewide and the Town does not do well on a statewide basis.

Councilmember Beckman supported volume and safety as the top two criteria and he has full faith in staff's ability to determine the ranking of projects. He is sympathetic to a resident's concerns that "important projects will likely be kept on the back burner indefinitely" and sees that all projects have dates attached to them and there is no reason to believe the Town will fail on its delivery.

Lastly, Councilmember Beckman noted that the only project he sees not on the list is climate adaptation, but he knows the Town has just awarded a contract for the plan and this might be the reason why there are no measures listed.

Mr. Brown said the Town is focusing on transportation projects and the Climate Adaptation Plan is included but staff needs to spend more time on it.

Councilmember Bailey thanked Ms. Greenbaum for her letter, recognized Pati Stoliar's persuasive comments and staff's great work product which he supports. Personally, he runs the street twice weekly early in the mornings with a reflective vest and was not insensitive to the danger on Casa Buena.

Mayor Ravasio echoed Councilmember Bailey's thanks, voiced support of staff's project assessment and suggested taking more time on the Casa Buena project to see if the Town can obtain grant funding for it.

7. COUNCIL AND TOWN MANAGER REPORTS

- Town Manager Report
 - Mr. Cusimano reported the Public Works team will hold a private sewer lateral ordinance workshop on January 29th at 6PM
 - A couple of disaster preparedness efforts are moving forward and Vice Mayor Andrews is helping with that.
 - Staff is finalizing the Corte Madera Chipper Days and they are now being brought into neighborhoods. Meadowcrest was the first and they are now a fire wise neighborhood and work is underway to become a fire wise community similar to Mill Valley. This will help people reduce insurance by 20%.
 - Staff is continuing with certified first aid, defibulator and CPR training. The next session will be held Saturday, March 23 at 9AM and May 4 at 10AM.
 - The Town also entered into contract with HDL Services to analyze and help protect the Town's sales tax revenues, and quarterly reports will be provided and posted to the website.

- Council Reports
 - Councilmember Kunhardt reported attending a meeting on Monday of the Projects and Operations Committee of TAM. He reported Electric Vehicle (EV) infrastructure program is being launched. He thinks the Town should try to obtain additional charging stations, noting that all charging stations at the Village Mall were 100% occupied. The second project which has launched is www.Marincommutes.org. The program helps employees and employers find parking and similar challenges in Marin. Lastly, he has spoken with representatives of MCE who are excited about helping the Town launch a campaign to increase Deep Green participation levels above 5%.
 - Councilmember Beckman reported attending the CMSA Board meeting last week and the plant is running well and is under good management. Recent rain events posed no problems, but there was a huge spike in wastewater that had to be treated. The Board is preparing to award a contract for a new Co-generator that will turn bio-gas by all extracted waste to generate electricity. He also attended the League of California Cities North Bay Division's meeting two weeks ago with the Town Manager and Public Works Director and discussed MTC's CASA Compact. It is a huge undertaking, expensive, and his concern remains it is not going to apportion the burden for building housing based on the worst offenders of adding most jobs without housing.
 - Councilmember Bailey announced that the Legislative Committee of MCCMC will meet Friday, January 25 at 3PM at the Marin Civic Center. Senator McGuire will be there at 4PM and will speak about the CASA Compact. He reported receiving emails regarding the PG&E bankruptcy and he can share them and he stated PG&E has said there will be no immediate or near future impact on service.
 - Vice Mayor Andrews reported he will be attending the Legislative Committee meeting of MCCMC with Senator McGuire and the CASA briefing.
 - Mayor Ravasio reported attending a Twin Cities Disaster Preparedness Council meeting which focused on LRAD testing which will be a huge improvement. He also attended a Community Coalition meeting (anti-drug group with Linda Henn) and said they have begun their second year. The amount of work and progress on programs made has been great. He then referred to Coffee with the Mayor, and said he agreed to hold this on Saturday morning from 10-11:30AM at Café Verde. He invited the Town Manager and fellow Councilmembers, noting Coffee with a Cop was very successful last year.

8. REVIEW OF DRAFT AGENDA FOR UPCOMING TOWN COUNCIL MEETING
8.1 Review of Draft Agenda for February 5, 2019 Town Council Meeting

Mr. Cusimano commented that staff is finalizing its 2019 Work Plan based upon the Council Retreat and direction of priorities.

Councilmember Kunhardt recognized Dr. Martin Luther King, Jr.'s actual birthday as today and said three days ago Walter Cronkite gave the last interview of President Johnson 10 days before he passed from a heart attack. His interview focused entirely on civil rights and he said the greatest unresolved issue facing the country remains civil rights 46 years ago. He asked if the Council could adjourn in the memory of Dr. Martin Luther King, Jr.

MOTION: Moved by Kunhardt, seconded by Beckman, and approved unanimously by the following vote: 5-0 (Ayes: Andrews, Bailey, Beckman, Kunhardt and Ravasio; Noes: None)

To adjourn the meeting in memory of Dr. Martin Luther King, Jr.

Councilmember Beckman cited transparency is very important to him and he asked that the agenda format be changed. However, he was not sure this current format was that much easier for residents to follow. He asked to think about slimming down titles, within legal requirements. Councilmember Kunhardt agreed.

9. ADJOURNMENT

The meeting was adjourned at 9:03 p.m. in memory of Dr. Martin Luther King, Jr. to the Sanitary District No. 2 meeting, and thereafter, to the February 5, 2019 at Town Hall Council Chambers.