

**MINUTES OF JANUARY 19, 2021
REGULAR MEETING
SANITARY DISTRICT NO. 2
A SUBSIDIARY DISTRICT OF THE TOWN OF CORTE MADERA**

Meeting video available [here](#) and [here](#).

NOTICE TO PUBLIC:

Due to Coronavirus (COVID-19), the January 19, 2021, Sanitary District No. 2 regular meeting will occur via videoconference only. All Boardmembers 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 watch the meeting and submit public comment remotely.

Note regarding order of proceedings:

President Beckman called the Sanitary District No. 2 Regular Meeting to order at Town Hall Council Chambers, 300 Tamalpais Drive, Corte Madera, CA on January 19, 2021 at 6:52pm. The agenda was re-ordered to hear Business Item 6A, Presentation and Acceptance of Sanitary District No. 2 Annual Audit Report for Fiscal Year Ending June 30,2020.

Following conclusion of Business Item 6A, the Sanitary District No. 2 Board Meeting was recessed at 6:58pm in order to continue with the remainder of the Corte Madera Town Council meeting in progress. Following conclusion of the Corte Madera Town Council meeting, the Sanitary District No. 2 Board Meeting was reconvened at 9:16pm in order to hear the remainder of the agenda.

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

Members Present: President Beckman; Vice President Kunhardt; Board Members Casissa, Lee and Ravasio

Members Absent: None

Staff Present: District Manager R.J. Suokko
Town Manager Todd Cusimano

Finance Director Daria Carrillo
District Clerk Rebecca Vaughn
Interim District Counsel Amy Ackerman

2. OPEN TIME FOR PUBLIC COMMENTS –

No public comment was received from attendees or via email regarding this item.

3. PRESENTATIONS – None

4. CONSENT CALENDAR

Board President Beckman asked if there were public comments or requests from the public for removal of items from the Consent Calendar. No Board members, staff or members of public requested to pull items from the Consent Calendar, and no public comment was received from attendees or via email regarding this item.

President Beckman called for a motion.

MOTION: It was M/S/C (Casissa/Kunhardt) to adopt Sanitary District No. 2 Consent Calendar Items A through B.

Roll call vote: 5-0 in favor of the motion.

The Consent Calendar consisted of the following items:

- A. Waive Further Reading and Authorize Introduction and/or Adoption of Resolutions and Ordinances by Title Only.
- B. Approval of Minutes of the November 17, 2020 Regular Sanitary District No. 2 Board Meeting

5. PUBLIC HEARINGS – None

6. BUSINESS ITEMS

(The agenda was re-ordered to hear Item 6A at the beginning of the meeting)

- A. Presentation and Acceptance of Sanitary District No. 2 Annual Independent Audit Report for Fiscal Year Ending June 30, 2020
Recommendation: Discuss and accept audit report as requested

Finance Director Daria Carrillo introduced the item, and introduced Auditor Ralph Marcello, Marcello & Co. CPA, to provide the presentation. Mr. Marcello presented the audit report and answered questions from the Board. No public comment was received from attendees or via email regarding this item. President Beckman called for a motion.

MOTION: It was M/S/C (Casissa/Kunhardt) to approve Item 6.A., Acceptance of Sanitary District No. 2 Annual Independent Audit Report for Fiscal Year Ending June 30, 2020

Roll call vote: 5-0 in favor of the motion.

Following completion of Item 6A, Board President Beckman recessed the Sanitary District No. 2 Board meeting, to return to the Corte Madera Town Council meeting in progress. The Sanitary District No. 2 Board meeting reconvened at 9:16pm to hear the remainder of the agenda.

B. Consideration and Possible Adoption of Resolution No. 01/2021 Approving Revisions to the Fiscal Year 2020-2021 Budget

Recommendation: Adopt Resolution as requested

Finance Director Daria Carrillo introduced the item, provided the staff report and answered questions from the Board. No public comment was received from attendees or via email regarding this item. President Beckman called for a motion.

MOTION: It was M/S/C (Casissa/Kunhardt) to approve Item 6.B., Adoption of Resolution No. 01/2021 Approving Revisions to the Fiscal Year 2020-2021 Budget

Roll call vote: 5-0 in favor of the motion.

7. BOARD MEMBER AND DISTRICT MANAGER REPORTS

- District Manager Report – No report
- Board Member Reports – No reports

8. DISCUSSION OF DRAFT AGENDA FOR UPCOMING BOARD MEETING

There were no comments on the draft agenda for the February 2, 2021 Sanitary District No. 2 Board meeting.

9. ADJOURNMENT

The Sanitary District No. 2 Meeting was adjourned at 9:21p.m.