

**MINUTES OF FEBRUARY 2, 2021  
REGULAR MEETING  
OF THE  
CORTE MADERA TOWN COUNCIL  
VIA VIDEOCONFERENCE ONLY**

Meeting video available [here](#)

**NOTICE TO PUBLIC:**

Due to Coronavirus (COVID-19), the February 2, 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 watch the meeting and submit public comment remotely. Meeting video available [here](#).

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Mayor Beckman called the Regular Meeting of the Town Council to order at Town Hall Council Chambers, 300 Tamalpais Drive, Corte Madera, CA on February 2, 2021 at 6:30pm.

**Councilmembers Present:** Mayor Beckman; Vice Mayor Kunhardt; Councilmembers Casissa, Lee and Rvasio

**Councilmembers Absent:** None

**Staff Present:** Town Manager Todd Cusimano  
Town Clerk/Assistant Town Manager Rebecca Vaughn  
Planning and Building Director Adam Wolff  
Public Works Director R.J. Suokko  
Senior Civil Engineer Jared Barrilleaux  
Senior Planner Phil Boyle  
Fire Chief Ruben Martin  
Interim Town Attorney Amy Ackerman

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

**2. OPEN TIME FOR PUBLIC COMMENT**

Council received public comment from 2 individuals:

- Roy Wolford
- J.R. Garibaldi (Also submitted public comment via email)

Emailed public comment was received from 1 individual:

- J.R. Garibaldi

**3. PRESENTATIONS - NONE**

**4. CONSENT CALENDAR**

Mayor Beckman asked if there were public comments or requests from the public for removal of items from the Consent Calendar.

There were no requests from Councilmembers, staff or members of public to pull items from the Consent Calendar, and no public comment was received from attendees or via email regarding this item.

Mayor Beckman then called for a vote on the Consent Calendar.

MOTION: It was M/S/C (Ravasio/Casissa) to approve Consent Calendar items 4A-4D.  
Roll call vote: 5-0 in favor of the motion.

The approved Consent Calendar consisted of the following items:

- 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. Extend Climate Action Committee as a Temporary Committee for an Additional Year
- 4.C. Approve Quarterly Investment Report for Period Ending December 31, 2020.
- 4.D. Approve Minutes of the January 19, 2021 Regular Town Council Meeting

5. **PUBLIC HEARINGS:**

- 5.A. **Public Hearing to Consider Authorization for the Public Works Director to Execute a Facility Financing Contract with Tanko Streetlighting, Inc. in the Amount of \$260,519.61 for the Design and Construction of Townwide Light Emitting Diode (LED) Retrofits of Existing Streetlight Fixtures; and Authorize a 15% Project Contingency in the Amount of \$39,077.94, for a Total Not To Exceed Amount of \$299,597.55.**

Public Works Director RJ Suokko introduced the item and provided a presentation. Director Suokko, along with Tank Lighting representatives Caroline McDonnell and Jason Tanko, answered questions from Council and the public.

Council received public comment from 11 individuals:

- Peter Schwartz
- Jim Robinson
- Michael
- Janet Lourenzo
- Pat Ravasio
- Glenda Corning
- Michelle Miller
- Pati Stoliar
- Dan Phipps
- Phyllis Gallanis
- Suzi Beattie

Emailed public comment was received from 2 individuals:

- Gale Litt
- Tim Hannell

Hearing no further questions from Council, the Council continued its deliberation, following which Mayor Beckman then called for a motion.

**MOTION:** It was M/S/C (Kunhardt/Lee) to approve Item 5.A., Authorization for the Public Works Director to Execute a Facility Financing Contract with Tanko Streetlighting, Inc. in the Amount of \$260,519.61 for the Design and Construction of Townwide Light Emitting Diode (LED) Retrofits of Existing Streetlight Fixtures; and Authorize a 15% Project Contingency in the Amount of \$39,077.94, for a Total Not To Exceed Amount of \$299,597.55.

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

- 5.B. **First Reading and Possible Introduction 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.**

Town Manager Cusimano introduced the item, presented the staff report and answered questions from Council and the public.

No public comment was received from attendees.

Emailed public comment was received from 1 individual:

- Mary Kayser

Following further deliberation, Mayor Beckman called for a motion.

**MOTION:** It was M/S/C (Ravasio/Kunhardt) to Waive First Reading and Introduce 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

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

## 6. BUSINESS ITEMS:

**6.A. Discussion and Possible Actions to address the Town Hall Facility and Operations. Council will consider: (1) Approving the Renovation of Town Hall and (A) Adopting Resolution No. 03/2021 adopting a Mitigated Negative Declaration and (B) Adopting Resolution No. 04/2021 Approving the Town Hall Remodel and Addition Project as described in the Town Project Report, to facilitate the renovation and approximate 7,500 square foot expansion of Corte Madera Town Hall, located at 300 Tamalpais Drive; or (2) Declaring an Intent to Purchase an Available Property for Town Operations instead of renovating Town Hall and directing staff to further evaluate available properties for purchase.**

Town Manager Cusimano introduced the item and presented the staff report along with support and [presentations](#) from Planning and Building Director Adam Wolff, Senior Planner Phil Boyle, Public Works Director R.J. Suokko, Senior Civil Engineer Jared Barrilleaux, and architect Ron Kappe. Following the presentation, staff responded to questions from Council and the public.

Council received public comment from 10 individuals:

- Peter Schwartz
- Pat Ravasio
- Peter Hensel
- Lisa Meylan
- Annette DiSano
- Barbara Solomon
- Michael Harlock
- Michael Freeman
- Werner Maasen
- Steve Hoffmire

Emailed public comment was received from 1 individual:

- Peter Chase

Following further deliberation, Mayor Beckman called for a motion.

Two separate motions were made on this item.

**MOTION:** It was M/S/C (Kunhardt/Ravasio) to approve Item 6.A., Approving the Renovation of Town Hall and Adopting Resolution No. 03/2021 adopting a Mitigated Negative Declaration

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

**MOTION:** It was M/S/C (Casissa/Lee) to approve Item 6.A., Approving the Renovation of Town Hall and Adopting Resolution No. 04/2021 Approving the Town Hall Remodel and Addition Project as described in the Town Project Report, to facilitate the renovation and approximate 7,500 square foot expansion of Corte Madera Town Hall, located at 300 Tamalpais Drive

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

## 7. TOWN MANAGER AND COUNCIL REPORTS

### Town Manager Report:

- Town Manager Cusimano introduced Adam Wolff, Director of Planning and Building, to provide the update on ABAG methodology/RHNA (regional housing needs allocation) assignment for next housing cycle. Director Wolff stated that ABAG/MTC released the draft RHNA numbers, and the ABAG Executive Committee will be reviewing and finalizing the numbers before sending them to HCD for approval. Corte Madera was assigned 725 housing units at various income levels for the next cycle, compared to 72 units in the current cycle. Work will continue for the next six months or so until a final RHNA assigned to us, but our work really starts earlier than that where we start to think about planning for these units in our community, and where they should go, and part of that effort is really related to work that we have started working to get objective design and development standards in place so that we have that ability to apply those standards to new development that happens in town. He stated the department will be reaching out and talking about development of housing in Corte Madera and meeting the state law requirements, and that he will bring a report back to the Town Council on the subject in the near future for the Council for discussion.

Director Wolff reminded Council that there are two Climate Adaptation workshops scheduled for February 3 to talk about shoreline concepts, and February 4, to discuss power lines and wildfire mitigation.

### Town Council Reports:

Councilmember Casissa: Attended MCCMC monthly meeting, the subcommittee meeting for Project Homekey and also the Steering Committee meeting, and the committee has renamed the project "Casa Buena Steering Committee", moving away from "Project Homekey". There will be nine people moving in before the end of February, Planning and Building staff have been working with the County to get them their Certificate of Occupancy. There may be grant funding available to do exterior work and Homeward Bound was going to walk the property with several community members. For Success Metrics, the subcommittee discussed tracking calls for service, shelter effectiveness and community embracement of the project. Regarding volunteerism, there has been a lot of community support in terms of donations for welcome baskets.

Councilmember Lee: Attended Transportation Authority of Marin meeting. TAM has been more fiscally impacted than a lot of other groups, with the possibility of layoffs because of COVID's impacts on public transportations, but because of some of the more recent COVID relief available, they might not have to do that, and sales tax numbers have come in above their conservative estimates and they are going to meeting their budget, which is great news for TAM and for keeping infrastructure running while we address the bigger pandemic. TAM is working on moving forward with projects including \$41 million to fix Highway 101 by Highway 37. They have resources for public entities looking to understand funding mechanisms and grants for electrification, electric bikes, charging infrastructure and fleet replacement. He also attended League of California Cities New Mayors and Councilmembers workshops and was appointed to serve as Alternate to the League of California Cities North Bay Division.

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### Extension of Meeting:

At 9:30, it was M/S/C (Casissa/Ravasio) to extend the meeting by 15 minutes, to 9:45pm.  
Roll call vote: 5-0 in favor of the motion.

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Councilmember Ravasio: Attended Marin Wildfire JPA strategy session with all 18 Board members and staff to brainstorm about mission statement, values, strategies and covered a lot of information about wildfire. It was productive and should come to an agreement at the next meeting about what will come out of that strategy session.

Vice Mayor Kunhardt: Attended Twin Cities Disaster Preparedness Committee meeting. Mark Brown, Executive Director for Marin Wildfire Prevention JPA spoke about a dynamic evaluation system that police, fire and others are going to be using to track any wildfires that may be coming from any direction called the Zone Haven platform. There will be a public announcement coming about that.

BCDC presented to Marin County Council of Mayors and Councilmembers about their Bay Adapt program and he encouraged anyone who is planning to attend the Town's shoreline concepts Climate Adaptation Workshop to also view BCDC's information available at bayadapt.org

Mayor Beckman: Reported that he attended the MCCMC Legislative Committee and housing is dominating the conversation especially in Sacramento. Our RHNA numbers are high. It is still

early in the legislative session but wanted to let everyone know that just like the last several years, it is going to be primarily housing bills that you're going to see and the Legislative Committee and the League of California Cities are probably going to be working closely with us and giving us an opportunity to have some voice. Senator McGuire is introducing a bill that looked potentially promising, in trying to rework the way that these housing units are distributed and how funding for them is distributed. He will provide more details once it is discussed in depth.

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

Town Manager Cusimano announced that a presentation would be added to the agenda regarding an update where we are in the current work plan, and that a ordinance amending the Town's current smoking ordinance is being drafted. It may not be ready for the next agenda, but will be coming soon.

#### **9. ADJOURNMENT**

The meeting was adjourned at 9:33 p.m. to the next regular Town Council Meeting on Tuesday, February 16, 2021 via videoconference.