

**MINUTES OF OCTOBER 6, 2020
REGULAR MEETING
OF THE
CORTE MADERA TOWN COUNCIL
VIA VIDEOCONFERENCE ONLY**

Meeting video available [here](#).

NOTICE TO PUBLIC:

Due to Coronavirus (COVID-19), the October 6, 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. Meeting video available [here](#).

Mayor Beckman called the Regular Town Council Meeting to order at Town Hall Council Chambers, 300 Tamalpais Drive, Corte Madera, CA on October 6, 2020 at 5:45 p.m.

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

5:45 p.m. CLOSED SESSION:

1. Public Comment Regarding Closed Session Items – Mayor Beckman confirmed that there were no emails or public speakers and the Council recessed to Closed Session at 6:05pm regarding the following two items:
 2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Closed Session Pursuant to Cal. Gov't Code Section 54957
Title: Town Manager

PUBLIC EMPLOYEE APPOINTMENT
Closed Session Pursuant to Cal. Govt. Code Section 54957
Title: Town Attorney

The Closed Session ended at 6:28pm and the Town Council reconvened in Open Session at 6:30pm.

6:30pm REGULAR MEETING:

Mayor Beckman called the regular meeting of the Corte Madera Town Council to order at 6:30pm.

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

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

Councilmembers Absent: None

Staff Present: Town Manager Todd Cusimano
Town Clerk/Assistant Town Manager Rebecca Vaughn
Town Attorney Teresa Stricker
Director of Planning and Building Adam Wolff

- 1.A. Report Out of Closed Session: Mayor Beckman reported that the Council met in Closed Session and stated that, regarding Public Employee Performance Evaluation, there was nothing to report. Regarding the Public Employee Appointment, he reported that Town Attorney Teresa Stricker has accepted a new job and will be leaving. In her place, the Council has appointed Amy Ackerman as Interim Town Attorney, effective October 21, 2020.

2. OPEN TIME FOR PUBLIC COMMENT

The Council received public comment from 1 individual:

- Pat Ravasio

3. PRESENTATIONS

- 3.A. Presentation and Discussion Regarding (1) the County of Marin's Applications for Funding Under the State of California's Project Home Key Program for Housing Individuals and Families Experiencing or at Risk of Experiencing Homelessness and who are Impacted by the COVID-19 Pandemic and (2) County of Marin's Plan to Purchase Properties at the Following Locations for Purpose of Housing Homeless Individuals and Families: Americas Best Value Inn Hotel at 1591 Casa Buena Drive in Corte Madera and an Office Building Located at 3301 Kerner Boulevard in San Rafael

Presentation provided by Andrew Hening, Opening Doors Marin, and Leelee Thomas, Planning Manager for the County of Marin

Mr. Hening and Ms. Thomas provided the presentation answered questions from the Town Council.

Mayor Beckman opened public comment.

Council received public comment from 6 individuals:

- Emily Turner Bowen
- Kristen Zeitzer
- Karen Garbarino
- James Andrews
- Denise Beck
- Pat Ravasio

Town Clerk/Assistant Town Manager Vaughn read one letter of public comment that was emailed to publiccomment@tcmmail.org from the following individual:

- Tammy O'Neil

Mr. Hening and Ms. Thomas provided responses to questions from the Council and the public. Town Manager Cusimano noted that a public workshop on Project Home Key and the possible purchase by the County of the Americas Best Value Inn Hotel at 1591 Casa Buena Drive will be scheduled for a date within the next two weeks.

4. CONSENT CALENDAR

Mayor Beckman asked if there were public comments or requests from the public for removal of items from the Consent Calendar. No requests were received from the Council or the public.

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

MOTION: It was M/S/C (Kunhardt/Casissa) to approve Consent Calendar items 4A-4F.

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. Second Reading and Possible Adoption Of Ordinance No. 1000, Introduced As Amended On September 15, 2020, An Ordinance Of The Town Council Of The Town Of Corte Madera Amending Title 8.04 of the Corte Madera Municipal Code by (1) Amending Section 8.04.020 To Define Leash Length As Not Exceeding Six Feet In Length, (2) Adding Section 8.04.022 To Prohibit Animals In The Waterway On The East Side Of Town Park, And (3) Amending Section 8.04.030 To Designate Violations Of Sections 8.04.020 And 8.04.022 As Infractions
- 4.C. Approve Request To Move The Tuesday, November 3, 2020 Regular Town Council Meeting To Monday, November 2, 2020 So As To Not Conflict With Election Night Activities and Affirm that the Meeting Will Remain A Regular Town Council Meeting
- 4.D. Waive the Competitive Bid Process Requirements and Authorize the Town Manager to Enter a One-Year Agreement in an Amount Not to Exceed \$300,000 with Flores Builders, Landscape Division, Inc., to Provide Landscaping Services
- 4.E. Approve Notice of Completion for the 2019 Road Rehabilitation Project, Project No. 18-002
- 4.F. Approve Minutes of the September 15, 2020 Regular Town Council Meeting

5. PUBLIC HEARINGS:

5.A. First Reading and Possible Introduction of Ordinance No. 1001 Amending The Town of Corte Madera Municipal Code To Add Chapter 15.55 (Water Efficient Landscaping) And Adopt By Reference Portions Of Title 13 Of The Marin Municipal Water District Code Specifically Section 13.02.021 Subsections (2) (Definitions) And (5) (Water Efficient Landscaping)

Senior Planner Martha Battaglia presented the staff report and answered questions from Council.

Mayor Beckman opened the public hearing and called for public comment. No public comment was received from in person attendees or via email regarding this item. Mayor Beckman closed the public hearing.

MOTION: It was M/S/C (Ravasio/Kunhardt) to Introduce Ordinance No. 1001 Amending the Town of Corte Madera Municipal Code To Add Chapter 15.55 (Water Efficient Landscaping) And Adopt By Reference Portions Of Title 13 Of The Marin Municipal Water District Code Specifically Section 13.02.021 Subsections (2) (Definitions) And (5) (Water Efficient Landscaping)

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

6. BUSINESS ITEMS: None

6.A. Consideration And Possible Adoption Of Resolution No. 34/2020 Approving A \$75,000 Budget Amendment For Fiscal Year 2020-21 and Authorizing The Town Manager To Hire Additional Staff To Enhance Code Enforcement Services Under The Supervision Of The Town Code Enforcement Officer

Town Manager Cusimano presented the staff report, provided a presentation and answered questions from the Council.

Mayor Beckman opened public comment.

Council received public comment from 1 individual:

- James Jordan

Seeing no further public comment, Mayor Beckman closed public comment. Following further comments from Council, Mayor Beckman called for a motion.

MOTION: It was M/S/C (Casissa/Ravasio) to adopt Resolution No. 34/2020 Approving A \$75,000 Budget Amendment For Fiscal Year 2020-21 and Authorizing The Town Manager To Hire Additional Staff To Enhance Code Enforcement Services Under The Supervision Of The Town Code Enforcement Officer.

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

6.B. Discussion and Authorization for Mayor to Sign Letter from Town Council to the Metropolitan Transportation Commission/Association of Bay Area Governments (MTC/ABAG) Executive Committee Regarding Regional Housing Needs Allocation (RHNA) Recommended Methodology

Planning and Building Director Adam Wolff presented the staff report, provided a presentation and answered questions from the Council.

Mayor Beckman opened public comment. Council received public comment from 2 individuals:

- James H. Andrews
- Pat Ravasio

Seeing no further public comment, Mayor Beckman closed public comment.

Council asked additional questions of staff, provided direction regarding edits to the draft comment letter and authorized the Mayor to work with Director Wolf to work on the requested edits and additions, and to sign the letter once finalized.

6.C. Consideration And Possible Adoption Of Resolution No. 35/2020 Authorizing The Town Manager And Department Head Employees To Receive A One-Time Payment Of Administrative Leave Buy Back Of Up To 80 Hours And Vacation Leave Buy Back Of Up To 40 Hours, For Fiscal Year 2020/21 Only

Town Manager Cusimano presented the staff report, provided a presentation and answered questions from the Council.

Mayor Beckman opened the public comment period. No public comment was received and Mayor Beckman closed public comment. Hearing no further questions from Council, Mayor Beckman called for a motion.

MOTION: It was M/S/C (Casissa/Ravasio) to Adopt Resolution No. 35/2020 Authorizing The Town Manager And Department Head Employees To Receive A One-Time Payment Of Administrative Leave Buy Back Of Up To 80 Hours And Vacation Leave Buy Back Of Up To 40 Hours, For Fiscal Year 2020/21 Only

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

7. TOWN MANAGER AND COUNCIL REPORTS

Town Manager Report:

- Per the County Health Official, the County is staying within the parameters of the red tier in the State's COVID-19 metric and is not regressing.

Town Council Reports:

Councilmember Casissa: Attended MCCMC monthly meeting, and attended a meeting between PG&E and residents on the bayside regarding frequent power outages they have been experiencing and PG&E is investigating the issue. He thanked Town Manager Cusimano and Public Works Director Suokko for helping to get the meeting scheduled.

Councilmember Lee: Attended Transportation Authority of Marin meeting during which they coordinated temporary drop off zones with Safe Routes to Schools, approved additional funding for design and construction of the bike addition to the overpass at Highway 101 going over to Larkspur Landing, and looked at improving dirt trail alongside the trestle.

Councilmember Ravasio: Participated in Marin Wildfire JPA meeting, during which they named Mark Brown as Executive Director. Chief Brown was the Deputy Fire Chief for Marin County Fire. It was a long process with a field of 81 applicants.

Vice Mayor Kunhardt: Attended MCE Technical Committee meeting. MCE is growing and Fairfield will be joining in November. He reported that overall demand for new energy is slightly gliding down as more people go solar, but there is an upward demand as use of electric vehicles and building electrification increases, but MCE is evaluating how to have the right amount of contracts in place to meet that demand.

Mayor Beckman: Attended MCCMC regular meeting, MCCMC Legislative Committee meeting, and League of California Cities North Bay Division Executive Committee Meeting.

8. DISCUSSION OF DRAFT AGENDA FOR UPCOMING TOWN COUNCIL MEETING

Councilmember Casissa asked if a discussion the extension of the Urgency Ordinance that allowed for Temporary Outdoor encroachments and uses could be on an upcoming agenda so that Council can discuss continuing to assist businesses in permitting outdoor dining. Town Manager Cusimano confirmed that staff will be bringing an item back for consideration at an upcoming meeting.

9. ADJOURNMENT

The meeting was adjourned at 9:22 p.m. to the meeting of the Sanitary District No. 2 Board of Directors meeting and thereafter to the next regular Town Council Meeting on October 20, 2020 via videoconference.