



AGENDA

CORTE MADERA TOWN COUNCIL
AND SANITARY DISTRICT NO. 2 BOARD
TOWN HALL COUNCIL CHAMBERS
300 TAMALPAIS DRIVE
TUESDAY, JANUARY 19, 2016
7:30 P.M.

1. CALL TO ORDER, ROLL CALL AND SALUTE TO THE FLAG
2. PRESENTATION
 - 2.I Presentation to Hartley West for Service to Parks and Recreation Commission
 - 2.II Presentation of Proclamation Honoring the Town of Corte Madera on the Occasion of its 100th Anniversary of Incorporation
3. OPEN TIME FOR PUBLIC DISCUSSION

Please confine your comments during this portion of the agenda to matters not already on this 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.

4. TOWN MANAGER AND COUNCIL REPORTS
 - Town Manager Report
 - Director of Planning & Building Report: Update on Tamal Vista East Corridor Study
 - Council Reports
5. 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.

5.I. Waive Further Reading And Authorize Introduction And/Or Adoption Of Ordinances And Resolutions By Title Only

This item contains standard language authorizing Town Council to introduce and/or adopt Resolutions and Ordinances by Title only and waive further reading.

5.II. Transmittal Of Final June 30, 2015 Summary Financial Report
Report from George T. Warman, Jr., Director of Administrative Services/Town Treasurer

Documents: [5.II TRANSMITTAL OF FINAL JUNE 30 2015 SUMMARY FINANCIAL REPORT.PDF](#)

5.III. Approve Warrants And Payroll For The Period 12/10/15 Through 12/31/15:
Warrant Check Numbers 212595 through 212692, Payroll Check Numbers 5084 through 5098, Payroll Direct Deposit Numbers 28478 through 28601, Payroll Wire Transfer Numbers 1946 through 1954, and Wire Transfer of 12/16/15.

Report from George T. Warman, Jr., Director of Administrative Services/Town Treasurer

Documents: [5.III PAYROLL AND DEMANDS 12.10.15 TO 12.31.15.PDF](#)

5.IV. Approve Warrants And Payroll For The Period 1/01/16 Through 1/14/16:
Warrant Check Numbers 212693 through 212799, Payroll Check Numbers 5099 through 5107, Payroll Direct Deposit Numbers 28602 through 28679, Payroll Wire Transfer Numbers 1942 through 1945, and Wire Transfers of 01/14/16 and 2/01/16.

Report from George T. Warman, Jr., Director of Administrative Services/Town Treasurer

Documents: [5.IV PAYROLL AND DEMANDS 1.01.16 TO 1.14.16.PDF](#)

6. PUBLIC HEARINGS: None

7. BUSINESS ITEMS

7.I. Consideration And Possible Action To Approve A Resolution Affirming The Existing Prohibition On Commercial Cultivation Of Medical Marijuana In The Town Of Corte Madera

Report from Adam Wolff, Director of Planning and Building

Documents: [7.I AFFIRM PROHIB OF COMMERCIAL CULTIVATION OF MEDICAL MARIJUANA.PDF](#)

7.II. Consideration And Possible Action To Appoint David Bell To The Flood Control Board To Fill A Vacant Seat With A Term Expiring June 30, 2017

Report from Rebecca Vaughn, Town Clerk

Documents: [7.II APPOINTMENT OF DAVID BELL TO FLOOD CONTROL BOARD.PDF](#)

7.III. Approval Of Minutes Of The December 15, 2015 Town Council Meeting

Documents: [7.III 121515 DRAFT CORTE MADERA COUNCIL MINUTES.PDF](#)

7.IV. Review Of Draft February 2, 2016 Town Council Agenda

Documents: [7.IV REVIEW OF 2.02.16 DRAFT AGENDA.PDF](#)

8. ADJOURNMENT

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 927-5050. AGENDA ITEMS ARE AVAILABLE FOR REVIEW AT CORTE MADERA LIBRARY, FIRE STATION 13 (5600 PARADISE DRIVE) AND THE TOWN HALL. IF YOU CHALLENGE THE ACTION OF THE TOWN COUNCIL IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING DESCRIBED IN THIS AGENDA, OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE TOWN CLERK, AT OR PRIOR TO THE PUBLIC HEARING.

Any member of the public may request placement of an item on the agenda by submitting a request to the Town Clerk. The public is encouraged to contact the Town Manager at 415-927-5050 for assistance on any item between Council meetings.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at 415-927-5086. 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 (the Thursday before the meeting) 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.

To sign up to receive automatic notifications regarding meetings and agendas, please visit the Town's website at <http://www.townofcortemadera.org> and click on "Notify Me" to register, or email the Town Clerk at: rvaughn@tcmmail.org.

THIS MATERIAL HAS BEEN REVIEWED
BY THE TOWN MANAGER



CORTE MADERA TOWN COUNCIL
TRANSMITTAL REPORT

Report Date: January 11, 2016
Meeting Date: January 19, 2016

TO: TOWN MANAGER, MAYOR AND TOWN COUNCIL

FROM: GEORGE T. WARMAN, JR., DIRECTOR OF ADMINISTRATIVE SERVICES/TOWN TREASURER

SUBJECT: TRANSMITTAL OF FINAL JUNE 30, 2015 SUMMARY FINANCIAL REPORT (MODIFIED ACCRUAL BASIS)

BACKGROUND

Attachment #1 contains the Final Summary Financial Report for the period July 1, 2014 through June 30, 2015. Interim Financial Reports are on a cash basis. After fiscal year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis. This fourth and final Summary Financial Report for the fiscal year includes accounts payable and accounts receivable at June 30, 2015, and the closed balances of all funds.

The Summary Financial Report was developed in the late 1980's to summarize the accounting system's "General Ledger Trail Balance Report" (presently 77 pages), the "Revenue Status Report" (presently 39 pages), and the "Expenditure Status Report" (presently 91 pages). The Summary Financial Report has been referenced in the Audited Financial Statements since FY 1990-1991 (present references on pages 113, 117, and 119 of June 30, 2014 Audited Financial Statements).

ORGANIZATION OF REPORT

The Report is divided into six sections as follows:

General Fund Grouping (Pages 1-3)

This includes all funds that close at year end to the General Fund.

Capital Projects Fund Grouping (Pages 4-6)

This includes all Capital Project Funds except Sewer Fund Capital Projects and projects that include General Fund Street Impact Fees and Park & Recreation Capital Fees.

Corte Madera Sales Tax Override Fund (Page 7)

This page is for the new tax that went into effect April 1, 2014. This closes to the General Fund. The detail is presented here for informational purposes.

Sewer Fund Grouping (Pages 8-9)

This includes all Sewer Funds.

Other Funds Grouping (Pages 10-11)

This includes the Corte Madera Chamber of Commerce Transient Tax, the Park Madera Center Funds, and the Self-Insurance Funds.

Reconciliation Section (Pages 12-14)

This section reconciles the Summary Report to the Revenue Status Report (page 12), the Expenditure Status Report (Page 13), and the Opening Fund Balance to Closing Fund Balance (page 14).

ORGANIZATION WITHIN FUND GROUPING

Each fund grouping follows a logical order. "Opening Fund Balance" is followed by "Revenues", then "Expenditures", then Transfers & Adjustments" and finally "Closing Fund Balance". The detail of both Opening and Closing Fund Balances is shown in each grouping.

ANALYSIS OF OPENING FUND BALANCES

The FY 2013-2014 and FY 2014-2015 Adopted Budgets estimate the Opening Fund Balances for FY 2014-2015 on Pages S4 & S5. These estimates are based on the worksheet on Page S6 and the estimated balances for FY 2013-2014 on Pages S2 & S3. Below is a comparison between estimates and actual opening balances.

	<u>Estimate</u>	<u>Actual</u>	<u>Variance</u>
General Fund Grouping	1,181,300	3,496,417 *	2,315,117
Capital Projects Fund Grouping	896,000	1,111,029	215,029
Sewer Fund Grouping	3,302,000	3,197,427	(104,573)
All Other Funds Grouping	<u>(2,245,800)</u>	<u>(1,843,407)</u>	<u>402,393</u>
TOTAL	3,133,500	5,961,466	2,827,966

*Includes \$534,848 of the new Sales Tax Override.

The improving economy and associated development projects are the primary cause of the improving fund balances of the General Fund Grouping and All Other Funds Grouping. Both the June 30, 2013 and June 30, 2014 Summary Financial Reports are on the website if one wishes to examine the variances.

ANALYSIS OF REVENUES

	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Total Received</u>	<u>% Received</u>	<u>Remaining Balance</u>
General Fund Grouping	16,639,000	20,386,000	20,691,582	101.5	(305,582)
Capital Projects Fund Grouping	930,000	2,041,000	1,121,476	54.9	919,524
Sewer Fund Grouping	5,584,000	5,742,000	5,632,570	98.1	109,430
All Other Funds Grouping	<u>1,246,000</u>	<u>1,307,200</u>	<u>1,314,890</u>	<u>100.6</u>	<u>(7,690)</u>
TOTAL	24,399,000	29,476,200	28,760,518	97.6	715,682

The lag in the Capital Projects Fund Grouping reflects projects that will be carried over to future years.

ANALYSIS OF EXPENDITURES

	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Total Expended/ Encumbered</u>	<u>% Expended</u>	<u>Remaining Balance</u>
General Fund Grouping	16,631,700	18,222,700	17,365,067	95.3	857,633
Capital Projects Fund Grouping	575,000	1,869,000	655,654	35.1	1,213,346
Sewer Fund Grouping	6,971,300	7,102,800	4,332,141	61.0	2,770,659
All Other Funds Grouping	<u>1,390,400</u>	<u>1,504,700</u>	<u>1,491,728</u>	<u>99.1</u>	<u>12,972</u>
TOTAL	25,568,400	28,699,200	23,844,590	83.1	4,854,610

Several of the projects are pending and will be carried over to future years.

ANALYSIS OF TRANSFERS & ADJUSTMENTS

	<u>Original Budget</u>	<u>Adjusted Budget</u>	<u>Total Transferred</u>	<u>% Transferred</u>	<u>Remaining Balance</u>
From General Fund					
To Capital Improvement Fund	0	42,000	6,675	15.9	35,325
From General Fund					
To Park Madera Center Fund	<u>0</u>	<u>213,600</u>	<u>213,569</u>	<u>100.0</u>	<u>31</u>
TOTAL	0	255,600	220,244	86.2	35,356

The savings in the \$42,000 transfer is the result of General Fund monies spent in prior fiscal years being refunded by Grant monies. The Park Madera Center transfer is to maintain the deficit of the Fund at approximately <\$2,236,000> which assists the Town's Bond Rating by preventing a yearly increase in the deficit.

ANALYSIS OF CLOSING FUND BALANCE

Page 14 of the Report shows the Total Fund Balance increasing from \$5,961,466 to \$10,846,627 or by \$4,885,161. This is primarily caused by pending Capital Projects in the Sales Tax Override Fund, the Storm Drainage Tax Fund, and the Sewer Fund.

BUDGET ADJUSTMENTS

<u>Item</u>	<u>Amounts</u>
Compensation Increase April 1 st	
Expenditures:	43,700
Paramedic Tax Measure Assistance June 3 rd	
Expenditures:	7,000
Carryover Adjustments September 2 nd	
Revenue:	950,000
Expenditures:	1,929,000
Town Park Playground Gates September 16 th	
Expenditures:	12,000
First Quarterly Report – First Series November 3 rd	
Revenue: TRANs Non-Revenue Cancelled (2,200,000)	--
Expenditures: TRANs Non-Expense Cancelled (2,200,000)	(66,000)
First Quarterly Report – Second Series November 18 th	
Revenue:	2,652,000
Expenditures:	204,100
Second Quarterly Report February 17 th	
Revenue:	588,000
Expenditures:	312,600
Fourth Quarterly Report – First Series March 17 th	
Expenditures:	473,000
Fourth Quarterly Report – Second Series August 4 th	
Revenue:	873,000
Expenditures:	203,300
Fifth Quarterly Report	
Revenue:	
Chamber of Commerce-Budgeted at 100%	8,700
Age-Friendly Corte Madera-Budgeted at 100%	5,500
Expenditures:	
Chamber of Commerce-Budgeted at 100%	8,700
Age-Friendly Corte Madera-Budgeted at 100%	<u>3,400</u>
Totals:	
Revenue Increase (Page 12):	5,077,200
Expenditure Increase (Page 13):	3,130,800

General Fund Transfer to Park Madera Center Fund Covering Debt Service Shortfall	
November 18 th	(138,400)
February 17 th	(55,200)
August 4 th	<u>(20,000)</u>
	(213,600)
 General Fund Transfer to Capital Improvement Fund	
August 4 th	42,000

CLOSING COMMENT

Attachment #2 is the Table of Opening Balances from my Weekly Report of September 23, 2015. FY 2014-2015 ended the year with \$623,842 being added to the Unrestricted Fund Balances. In accordance with Resolution No. 3665, \$100,000 was added to the General Fund Reserve. The remaining \$523,842 automatically reduced the Undesignated Deficit from (\$4,399,705) to (\$3,875,863). The positive ending addition to fund balance was the result of an interaction between revenues being higher than estimated and expenditures being less than anticipated.

Attachment #3 contains brief explanations by the six Department Heads.

This Transmittal and Report are also on the Town website, Finance Department section.



George T. Warman, Jr.
Director of Administrative Services/Town Treasurer

ATTACHMENTS:

1. Final Summary Financial Report June 30, 2015 (Modified Accrual Basis)
2. Table of Opening Balances
3. Reports of Department Heads
 - a. Director Administrative Services
 - b. Director of Emergency Services
 - b. Director of Planning & Building
 - d. Director of Public Works (Engineering & Administration)
 - e. Director of Public Works (Field Maintenance & Operations)
 - f. Director of Recreation & Leisure Services

ATTACHMENT #1

Final Summary Financial Report June 30, 2015
(Modified Accrual Basis)

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
GENERAL FUND

PAGE -1-

	I	II	III	IV	V	VI	VII
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered	Total Received/ Expend/Encum	Percentage Received Or Used	Remaining Balance
OPENING BALANCE JULY 1, 2014	1,181,300	3,496,400	3,496,417	0	3,496,417	100.0	(17)
TOTAL REVENUES	16,639,000	20,386,000	20,691,582	0	20,691,582	101.5	(305,582)
TOTAL EXPENDITURES	(16,631,700)	(18,222,700)	(17,365,067)	0	(17,365,067)	95.3	(857,633)
TRANSFERS & ADJUSTMENTS							
To Capital Maint. Fund	0	0	0	0	0	0.0	0
To Capital Improve Fund	0	(42,000)	(6,675)	0	(6,675)	15.9	(35,325)
To Park Madera Center Fund	0	(213,600)	(213,569)	0	(213,569)	100.0	(31)
Inventory Adjustment	0	0	0	0	0	0.0	0
ACTUAL CLOSING BALANCE JUNE 30, 2015	1,188,600	5,404,100	6,602,688	0	6,602,688	122.2	(1,198,588)

COLUMN III + IV = V: 6,602,688 + 0 = 6,602,688 COLUMN V + VII = COLUMN II: 6,602,688 + (1,198,588) = 5,404,100

FUND #	FUND TITLE	SEGREGATION OF TOTAL FUND BALANCE		FUND #			
		AT 07/01/14	AT 06/30/15				
				101	0.00	Open Balance	0.00
101	General Fund Reserve	1,400,000	1,500,000	102	0.00	Revenue Control	0.00
101	General Fund-Operations	(4,399,705)	(3,875,863)	105	0.00	Expend Control	0.00
101	Inventories & Cash On Hand	2,402	3,556	111	0.00	Trans Equip	0.00
104	Equipment Replacement	4,544,330	4,686,436	115	0.00	Trans Park Madera	0.00
104	Encumbrances	0	0	116	0.00		
120	Sales Tax Override	534,848	3,065,872	301	0.00		
188	Street Impact Fees	665,022	415,066	401	0.00		
303	Park & Recreation Capital Fees	749,520	807,621	501	0.00		
		3,496,417	6,602,688	601	0.00		
				701	0.00		
					0.00		0.00

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
GENERAL FUND

	I	II	III	IV	V	VI	VII
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered	Total Received/ Expend/Encum	Percentage Received Or Used	Remaining Balance
REVENUES							
Property Taxes	4,100,000	4,316,000	4,366,932	0	4,366,932	101.2	(50,932)
Swapped MVLF Backfill	736,000	821,000	821,478	0	821,478	100.1	(478)
Sales Taxes	6,100,000	6,200,000	6,652,246	0	6,652,246	107.3	(452,246)
Sales Tax Override	0	2,400,000	2,531,023	0	2,531,023	105.5	(131,023)
Transient Occupancy Taxes	548,000	737,000	770,872	0	770,872	104.6	(33,872)
Franchise Taxes	1,076,000	1,098,000	1,071,598	0	1,071,598	97.6	26,402
Business License Taxes	510,000	510,000	498,912	0	498,912	97.8	11,088
Real Property Transfer Taxes	90,000	90,000	94,135	0	94,135	104.6	(4,135)
Paramedic Special Tax	494,000	494,000	468,352	0	468,352	94.8	25,648
Fines	30,000	30,000	32,791	0	32,791	109.3	(2,791)
Interest Earnings	0	0	0	0	0	0.0	0
Leases	47,000	47,000	46,760	0	46,760	99.5	240
State Property Tax Relief	22,000	22,000	22,385	0	22,385	101.8	(385)
State Mandated Cost Reimb	0	88,000	99,967	0	99,967	113.6	(11,967)
State Excess MVLF'S	0	4,000	4,023	0	4,023	100.6	(23)
State Gas Tax 2107 & 2107.5	72,000	72,000	78,930	0	78,930	109.6	(6,930)
State Public Safety Sales Tax	72,000	75,000	79,979	0	79,979	106.6	(4,979)
State Disability Access Fee	0	3,000	1,641	0	1,641	54.7	1,359
Southern Marin Fire							
District Reimbursement	270,000	0	0	0	0	0.0	0
State Fire Disaster Reimb	0	567,000	566,542	0	566,542	99.9	458
Marin Hazardous Materials							
Team Reimbursement	17,000	0	0	0	0	0.0	0
Building Charges	305,000	368,000	368,113	0	368,113	100.0	(113)
Engineering Charges	100,000	100,000	100,871	0	100,871	100.9	(871)
Planning Charges	83,000	120,000	115,967	0	115,967	96.6	4,033
Recreation Charges	908,000	958,000	649,025	0	649,025	67.7	308,975
Park/Rec Facilities Capital Fees	125,000	125,000	166,448	0	166,448	133.2	(41,448)
Fiscal Services - Sewer Fund	50,000	50,000	53,176	0	53,176	106.4	(3,176)
Ambulance Charges	703,000	820,000	755,504	0	755,504	92.1	64,496
Fire Charges	43,000	43,000	30,081	0	30,081	70.0	12,919
Other Service Charges	0	0	1,500	0	1,500	0.0	(1,500)
Finance Cost Recovery	6,000	6,000	9,472	0	9,472	157.9	(3,472)
Finance Assessment Districts	7,000	7,000	6,740	0	6,740	96.3	260
Public Works Cost Recovery	0	27,000	24,014	0	24,014	88.9	2,986
Parks Maintenance & Operation	15,000	15,000	18,837	0	18,837	125.6	(3,837)
Street Impact Fees	100,000	160,000	159,894	0	159,894	99.9	106
Other Revenue	10,000	13,000	14,896	0	14,896	114.6	(1,896)
Annual Adjust Compensated Absences	0	0	6,767	0	6,767	0.0	(6,767)
Marking Investments to Market (Paper Transaction Only)	0	0	1,711	0	1,711	0.0	(1,711)
TOTAL GENERAL FUND REVENUES	16,639,000	20,386,000	20,691,582	0	20,691,582	101.5	(305,582)

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
GENERAL FUND

PAGE -3-

	I	II	III	IV	V	VI	VII
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered	Total Received/ Expend/Encum	Percentage Received Or Used	Remaining Balance
EXPENDITURES							
Mayor & Council	(68,700)	(68,700)	(55,920)	0	(55,920)	81.4	(12,780)
Legal Services	(125,000)	(125,000)	(119,553)	0	(119,553)	95.6	(5,447)
Administration	(524,500)	(524,500)	(503,286)	0	(503,286)	96.0	(21,214)
Administrative Services	(824,500)	(824,500)	(803,960)	0	(803,960)	97.5	(20,540)
Property Tax Collection	(56,000)	(57,300)	(57,289)	0	(57,289)	100.0	(11)
"OPEB" Liability	(413,000)	(886,000)	(846,056)	0	(846,056)	95.5	(39,944)
TRANS Net Cost	(82,500)	0	0	0	0	0.0	0
Marin Emergency Radio Authority	(59,000)	(61,000)	(60,949)	0	(60,949)	99.9	(51)
Marin Telecommunications Agency	(12,000)	(22,300)	(19,534)	0	(19,534)	87.6	(2,766)
Transportation Authority of Marin	(15,000)	(15,400)	(15,351)	0	(15,351)	99.7	(49)
Marin LAFCO	(9,000)	(9,500)	(9,478)	0	(9,478)	99.8	(22)
Marin General Services Authority	(10,000)	(5,500)	(5,444)	0	(5,444)	99.0	(56)
Marin Housing Authority	(26,000)	(53,000)	(52,544)	0	(52,544)	99.1	(456)
Animal Control Services	(87,000)	(83,300)	(83,410)	0	(83,410)	100.1	110
Police Services	(3,115,000)	(3,003,000)	(3,003,000)	0	(3,003,000)	100.0	0
Police Facility Land	(79,400)	(79,400)	(79,413)	0	(79,413)	100.0	13
152 Willow Avenue	(123,300)	(123,300)	(123,271)	0	(123,271)	100.0	(29)
4th of July Program	(10,000)	(10,000)	(9,900)	0	(9,900)	99.0	(100)
Fire Department	(5,008,000)	(5,367,000)	(5,329,892)	0	(5,329,892)	99.3	(37,108)
Disaster Preparedness	(21,800)	(21,800)	(15,349)	0	(15,349)	70.4	(6,451)
Planning	(471,500)	(471,500)	(430,552)	0	(430,552)	91.3	(40,948)
Building Regulation	(370,400)	(435,400)	(432,250)	0	(432,250)	99.3	(3,150)
Engineering & Public Works Admin	(431,300)	(444,300)	(446,658)	0	(446,658)	100.5	2,358
Flood Control & Storm Drainage	(737,400)	(759,900)	(698,393)	0	(698,393)	91.9	(61,507)
Parks & Beautification	(1,033,300)	(1,107,100)	(1,120,333)	0	(1,120,333)	101.2	13,233
Street Maintenance	(581,700)	(592,400)	(553,256)	0	(553,256)	93.4	(39,144)
Traffic Signals, Signs, Stripping	(121,000)	(121,000)	(112,363)	0	(112,363)	92.9	(8,637)
Street Sweeping	(81,700)	(123,500)	(120,887)	0	(120,887)	97.9	(2,613)
Street Lighting	(80,000)	(80,000)	(73,188)	0	(73,188)	91.5	(6,812)
NPDES	(77,300)	(81,700)	(76,181)	0	(76,181)	93.2	(5,519)
State Disability Access Fee	0	(3,000)	(1,641)	0	(1,641)	54.7	(1,359)
Community Center	(593,100)	(593,100)	(555,817)	0	(555,817)	93.7	(37,283)
Outdoor Facilities	(163,600)	(208,600)	(218,385)	0	(218,385)	104.7	9,785
Neil Cummins Gym	(135,800)	(135,800)	(116,680)	0	(116,680)	85.9	(19,120)
Afterschool Program	(159,000)	(159,000)	(127,470)	0	(127,470)	80.2	(31,530)
Summer Program	(253,900)	(253,900)	(207,075)	0	(207,075)	81.6	(46,825)
Equipment & Machinery Replacement	(441,000)	(459,000)	(362,143)	0	(362,143)	78.9	(96,857)
Street Impact Fees	0	0	0	0	0	0.0	0
Surface Repairs	(150,000)	(293,000)	0	0	0	0.0	(293,000)
Overlays	0	(170,000)	(409,849)	0	(409,849)	241.1	239,849
Slurry Seals	0	(183,000)	0	0	0	0.0	(183,000)
GIS	(5,000)	(5,000)	0	0	0	0.0	(5,000)
Pavement Management Update	0	0	0	0	0	0.0	0
Park & Recreation Capital Fees	(75,000)	(202,000)	(108,347)	0	(108,347)	53.6	(93,653)
TOTAL GENERAL FUND	(16,631,700)	(18,222,700)	(17,365,067)	0	(17,365,067)	95.3	(857,633)

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual

CAPITAL PROJECTS (EXCLUDES SEWER FUND CAPITAL PROJECTS)

	I	II	III	IV	V	VI	VII
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered	Total Received/ Expend/Encum	Percentage Received Or Used	Remaining Balance
OPENING BALANCE JULY 1, 2014	896,000	1,111,000	1,111,029	0	1,111,029	100.0	(29)
REVENUES							
Interest Earnings**	0	0	3,171	0	3,171	0.0	(3,171)
Gas Tax 2103	90,000	90,000	103,864	0	103,864	115.4	(13,864)
Gas Tax 2105	60,000	60,000	58,187	0	58,187	97.0	1,813
Gas Tax 2106	50,000	50,000	46,484	0	46,484	93.0	3,516
TAM Sales Tax Override	90,000	123,000	122,709	0	122,709	99.8	291
Affordable Housing Fees	0	0	0	0	0	0.0	0
Storm Drainage Special Tax	640,000	640,000	600,123	0	600,123	93.8	39,877
Safe Path Ways To School (TAM)	0	244,000	0	0	0	0.0	244,000
San Clemente Access (TAM)	0	125,000	0	0	0	0.0	125,000
State Bike Transportation	0	191,000	34,530	0	34,530	18.1	156,470
State Beverage Container	0	5,000	5,000	0	5,000	100.0	0
Zero Waste Marin County	0	56,000	56,213	0	56,213	100.4	(213)
Safe Routes to School	0	365,000	0	0	0	0.0	365,000
State Recreation (Windows)	0	25,000	24,500	0	24,500	98.0	500
Marin Parks Measure "A"	0	67,000	66,695	0	66,695	99.5	305
Park-In-Lieu Fees	0	0	0	0	0	0.0	0
Traffic Mitigation Fees	0	0	0	0	0	0.0	0
TOTAL CAPITAL PROJECTS REVENUES	930,000	2,041,000	1,121,476	0	1,121,476	54.9	919,524

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis.

** INTEREST BREAKOUT

#108	0	0	491.96
#140	0	0	2,678.76
TOTAL	0	0	3,170.72

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual

PAGE -5-

CAPITAL PROJECTS (EXCLUDES SEWER FUND CAPITAL PROJECTS)

	I	II	III	IV	V	VI	VII
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered	Total Received/ Expend/Encum	Percentage Received Or Used	Remaining Balance
EXPENDITURES							
Slurry Seal (183,000 in SIF)	(70,000)	(70,000)	0	0	0	0.0	(70,000)
Overlay (170,000 in SIF)	(140,000)	(218,000)	(281,449)	0	(281,449)	129.1	63,449
Barrier Removal Implementation	(55,000)	(55,000)	(10,577)	0	(10,577)	19.2	(44,423)
Sidewalk, Curb & Gutter Repairs	0	0	(7,950)	0	(7,950)	0.0	7,950
High Canal Bridge Pathway (State Bike)	0	(191,000)	0	0	0	0.0	(191,000)
Low Canal Bridge Pathway (Safe Routes)	0	(365,000)	0	0	0	0.0	(365,000)
Street Repairs	0	0	(1,600)	0	(1,600)	0.0	1,600
Guard Rail Replacements	0	0	0	0	0	0.0	0
Pedestrian Stairs & Pathways	0	0	0	0	0	0.0	0
Flood/Storm Project Improve	(100,000)	(100,000)	(57,349)	0	(57,349)	57.3	(42,651)
Corrugated Metal Pipe Replacement	(50,000)	(50,000)	(30,303)	0	(30,303)	60.6	(19,697)
Flood Hazard Mailer	(5,000)	(5,000)	(5,517)	0	(5,517)	110.3	517
Infrastructure Management-GIS	(5,000)	(5,000)	0	0	0	0.0	(5,000)
Emergency Drainage Repairs	(150,000)	(150,000)	(112,339)	0	(112,339)	74.9	(37,661)
Safe Path Ways To School	0	(244,000)	0	0	0	0.0	(244,000)
Planning Impact Fee	0	0	0	0	0	0.0	0
Tamal Vista East Corridor Study	0	(10,000)	(8,203)	0	(8,203)	82.0	(1,797)
Zero Waste Implementation Plan	0	(61,000)	0	0	0	0.0	(61,000)
San Clemente Access Improvements	0	(125,000)	0	0	0	0.0	(125,000)
Housing Element	0	(32,000)	(33,003)	0	(33,003)	103.1	1,003
Tamalpais Access Improvements	0	(60,000)	(56,996)	0	(56,996)	95.0	(3,004)
Transportation Impact Fee Update	0	0	0	0	0	0.0	0
Community Center Windows	0	(25,000)	(24,500)	0	(24,500)	98.0	(500)
Marin Parks Measure "A"	0	(103,000)	(25,868)	0	(25,868)	25.1	(77,132)
TOTAL CAPITAL PROJECTS							
EXPENDITURES	(575,000)	(1,869,000)	(655,654)	0	(655,654)	35.1	(1,213,346)

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
CAPITAL PROJECTS (EXCLUDES SEWER FUND CAPITAL PROJECTS)

	I Original Budget	II Adjusted Budget	III Received Or Expended	IV Encumbered	V Total Received/ Expend/Encum	VI Percentage Received Or Used	VII Remaining Balance
TRANSFERS & ADJUSTMENTS							
To Capital Maint. Fund	0	0	0	0	0	0.0	0
To Capital Improve Fund	0	42,000	6,675	0	6,675	15.9	35,325
Less State Controller's Gas Tax Revenue Recognition Change	0	0	(30,767)	0	(30,767)	0.0	30,767
ACTUAL CLOSING							
BALANCE JUNE 30, 2015	1,251,000	1,325,000	1,552,759	0	1,552,759	117.2	(227,759)

COLUMN III + IV = V: 1,552,759 + 0 = 1,552,759 COLUMN V + VII = COLUMN II: 1,552,759 + (227,759) = 1,325,000

FUND # FUND TITLE		SEGREGATION OF TOTAL FUND BALANCE	
		AT 07/01/14	AT 06/30/15
108	Gas Tax 2103	106,173	105,566
109	Gas Tax 2105	0	0
110	Gas Tax 2106	0	0
114	TAM Sales Tax Override	0	0
124	Affordable Housing Fund	165,391	165,391
140	Storm Drainage Tax Fund	662,951	1,060,245
140	Encumbrances	0	0
160	Capital Maintenance Fund	0	0
170	Capital Improvement Fund	56,996	61,213
170	Encumbrances	0	0
178	Traffic Improvement Fund	(49,524)	(49,524)
179	Village Traffic Improvement Fund	133,000	133,000
304	Marin Parks Measure "A"	36,042	76,868
TOTAL FUND BALANCE		1,111,029	1,552,759

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
CORTE MADERA SALES TAX OVERRIDE FUND

	I <u>Original Budget</u>	II <u>Adjusted Budget</u>	III <u>Received Or Expended</u>	IV <u>Encumbered</u>	V <u>Total Received/ Expend/Encum</u>	VI <u>Percentage Received Or Used</u>	VII <u>Remaining Balance</u>
OPENING BALANCE JULY 1, 2014	0	0	0	0	0	0.0	0
REVENUE							
Corte Madera Sales Tax Override	0	2,400,000	2,531,023	0	2,531,023	105.5	(131,023)
TOTAL REVENUE	0	2,400,000	2,531,023	0	2,531,023	105.5	(131,023)
EXPENDITURES							
Corte Madera Sales Tax Override	0	0	0	0	0	0.0	0
TOTAL EXPENDITURES	0	0	0	0	0	0.0	0
TRANSFERS TO GENERAL FUND							
Revenue	0	(2,400,000)	(2,531,023)	0	(2,531,023)	105.5	131,023
Expenditures	0	0	0	0	0	0.0	0
ACTUAL CLOSING BALANCE JUNE 30, 2015	0	0	0	0	0	0.0	0

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *

PAGE -8-

Period 12/13

June 2015 Accrual

SEWER FUND (INCLUDES SEWER FUND CAPITAL PROJECTS)

	I	II	III	IV	V	VI	VII
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered	Total Received/ Expend/Encum	Percentage Received Or Used	Remaining Balance
OPENING BALANCE JULY 1, 2014	3,302,000	3,197,400	3,197,427	0	3,197,427	100.0	(27)
REVENUES							
Property Taxes	2,482,000	2,615,000	2,630,897	0	2,630,897	100.6	(15,897)
Interest Earnings	15,000	15,000	10,210	0	10,210	68.1	4,790
Property Tax Relief	15,000	15,000	14,660	0	14,660	97.7	340
Sewer Service Charges	3,052,000	3,060,000	2,929,313	0	2,929,313	95.7	130,687
Other Service Charges	20,000	20,000	30,666	0	30,666	153.3	(10,666)
Sewer Connection Fees	0	17,000	16,824	0	16,824	99.0	176
TOTAL SEWER FUND REVENUES	5,584,000	5,742,000	5,632,570	0	5,632,570	98.1	109,430
TOTAL SEWER EXPENDITURES	(6,971,300)	(7,102,800)	(4,332,141)	0	(4,332,141)	61.0	(2,770,659)
ACTUAL CLOSING BALANCE JUNE 30, 2015	1,914,700	1,836,600	4,497,856	0	4,497,856	244.9	(2,661,256)

COLUMN III + IV = V: 4,497,856 + 0 = 4,497,856 COLUMN V + VII = COLUMN II: 4,497,856 + (2,661,256) = 1,836,600

SEGREGATION OF TOTAL FUND BALANCE

FUND #	FUND TITLE	AT 07/01/14	AT 06/30/15		
201	Sewer Operating Fund	0	0	Open Balance	0.00
201	Sewer Capital Equipment Replacement	299,985	315,002	Revenue Control	0.00
260	Sewer Capital Projects Fund	2,897,442	4,182,854	Expend Control	0.00
260	Encumbrances	0	0	Expend Control	0.00
270	Sewer Connection Fee Project Fund	0	0		0.00
	TOTAL FUND BALANCE	3,197,427	4,497,856		0.00

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TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *

PAGE -9-

Period 12/13
June 2015 Accrual

SEWER FUND (INCLUDES SEWER FUND CAPITAL PROJECTS)

	I	II	III	IV	V	VI	VII
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered	Total Received/ Expend/Encum	Percentage Received Or Used	Remaining Balance
OPERATIONAL EXPENDITURES							
Property Tax Collection	(38,000)	(37,500)	(37,477)	0	(37,477)	99.9	(23)
Administration	(402,900)	(534,900)	(398,129)	0	(398,129)	74.4	(136,771)
Maintenance	(675,400)	(675,400)	(680,011)	0	(680,011)	100.7	4,611
Central Marin Sanitation Agency							
Pump Station Maintenance	(400,000)	(400,000)	(323,117)	0	(323,117)	80.8	(76,883)
Treatment & Disposal	(900,000)	(900,000)	(814,689)	0	(814,689)	90.5	(85,311)
Debt Service-WWIP	(700,000)	(700,000)	(684,178)	0	(684,178)	97.7	(15,822)
"FOG" Source Control	(15,000)	(15,000)	(6,768)	0	(6,768)	45.1	(8,232)
SUB-TOTAL	(3,131,300)	(3,262,800)	(2,944,369)	0	(2,944,369)	90.2	(318,431)
CAPITAL PROJECTS							
Meadowsweet West Sewer Improvement	(2,975,000)	0	0	0	0	0.0	0
Paradise West Sewer Improvement	0	(2,140,000)	(33,136)	0	(33,136)	1.5	(2,106,864)
Saba Pump Station Emergency Repair	0	(20,000)	(15,985)	0	(15,985)	79.9	(4,015)
Trinidad #2 Pump Station Emergency Repair	(8,000)	(20,000)	(16,747)	0	(16,747)	83.7	(3,253)
CCTV Inspection Sewer Mains	(97,000)	(100,000)	(49,401)	0	(49,401)	49.4	(50,599)
Assessment/Master Plan Updates	(50,000)	(50,000)	(29,800)	0	(29,800)	59.6	(20,200)
Infrastructure Management-GIS	(10,000)	(10,000)	(200)	0	(200)	2.0	(9,800)
Emergency Repairs	(200,000)	(125,000)	(103,573)	0	(103,573)	82.9	(21,427)
Panagotacos Litigation	0	(375,000)	(349,947)	0	(349,947)	93.3	(25,053)
CCTV Inspection Emergency Repairs	(500,000)	(1,000,000)	(788,983)	0	(788,983)	78.9	(211,017)
SUB-TOTAL	(3,840,000)	(3,840,000)	(1,387,772)	0	(1,387,772)	36.1	(2,452,228)
TOTAL SEWER FUND EXPENDITURES	(6,971,300)	(7,102,800)	(4,332,141)	0	(4,332,141)	61.0	(2,770,659)

* Subsequent to year end, conversion to the Modified Accrual Basis is done. The Budget is presented on the Modified Accrual Accounting Basis.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
ALL OTHER FUNDS

PAGE -10-

	I	II	III	IV	V	VI	VII
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered	Total Received/ Expend/Encum	Percentage Received Or Used	Remaining Balance
JULY 1, 2014	(2,245,800)	(1,843,400)	(1,843,407)	0	(1,843,407)	100.0	7
REVENUES							
Chamber Transient Taxes	137,000	192,700	192,718		192,718	100.0	(18)
Interest Earnings **	0	0	1,133		1,133	0.0	(1,133)
Leases - Park Madera Center	741,000	741,000	747,581		747,581	100.9	(6,581)
Age-Friendly Corte Madera	0	5,500	5,458		5,458	99.2	42
Allocation To Self- Insurance Funds	368,000	368,000	368,000		368,000	100.0	0
TOTAL ALL OTHER FUNDS REVENUES	1,246,000	1,307,200	1,314,890	0	1,314,890	100.6	(7,690)
** INTEREST BREAKOUT							
#810	0	0	277.65				
#820	0	0	855.54				
TOTAL	0	0	1,133.19				

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis. Excludes debt service and operational funds of assessment districts.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
ALL OTHER FUNDS

PAGE -11-

	I	II	III	IV	V Total Received/ Expend/Encum	VI Percentage Received Or Used	VII Remaining Balance
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered			
Chamber Of Commerce	(137,000)	(192,700)	(192,718)	0	(192,718)	100.0	18
Park Madera Center-Debt Service	(775,400)	(775,400)	(775,661)	0	(775,661)	100.0	261
Park Madera Center-Property Manager	(104,000)	(159,200)	(185,152)	0	(185,152)	116.3	25,952
Age-Friendly Corte Madera	0	(3,400)	(3,375)	0	(3,375)	99.3	(25)
Workers' Comp Self-Insurance	(161,000)	(161,000)	(143,086)	0	(143,086)	88.9	(17,914)
General & Auto Liability Self-Insurance	(186,000)	(186,000)	(164,239)	0	(164,239)	88.3	(21,761)
Property & Vehicle Damage Self-Insurance	(27,000)	(27,000)	(27,497)	0	(27,497)	101.8	497
TOTAL ALL OTHER FUNDS EXPENDITURES	(1,390,400)	(1,504,700)	(1,491,728)	0	(1,491,728)	99.1	(12,972)
TRANSFERS & ADJUSTMENTS							
To Park Madera Center Fund From General Fund	0	213,600	213,569	0	213,569	100.0	31
ACTUAL CLOSING BALANCE JUNE 30, 2015	(2,390,200)	(1,827,300)	(1,806,676)	0	(1,806,676)	98.9	(20,624)

COLUMN III + IV = V: (1,806,676) + 0 = (1,806,676) COLUMN V + VII = COLUMN II: (1,806,676) + (20,624) = (1,827,300)

SEGREGATION OF TOTAL FUND BALANCE		AT 07/01/14	AT 06/30/15
FUND #	FUND TITLE		
102	Chamber of Commerce	0	0
106	Park Madera Center (Modified Accrual Basis)	(2,236,137)	(2,235,800)
305	Age-Friendly Corte Madera	0	2,083
810	Workers' Comp. Self-Insure (Modified Accrual Basis)	107,239	101,431
820	Gen. & Auto Liability Self-Insure (Modified Accrual Basis)	271,087	314,704
830	Property & Vehicle Self-Insure (Modified Accrual Basis)	14,404	10,906
	TOTAL FUND BALANCE	(1,843,407)	(1,806,676)

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis. Excludes debt service and operational funds of assessment districts.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
REVENUE REPORT RECONCILIATION

	I	II	III	IV	V	VI	VII
	Original Budget	Adjusted Budget	Received Or Expended	Encumbered	Total Received/ Expend/Encum	Percentage Received Or Used	Remaining Balance
Period 12/13-JUNE, 2015 ACCRUAL	26,599,000	29,476,200	28,931,344.84		28,931,344.84	98.2	544,855.16
Less TRANS	(2,200,000)	0	0.00	0	0.00	0.0	0.00
Less Shoreline Debt Service	0	0	(106,928.90)	0	(106,928.90)	0.0	106,928.90
Less Shoreline Maintenance	0	0	(11,000.00)	0	(11,000.00)	0.0	11,000.00
Less Old Landing Road Debt Service	0	0	(52,897.74)	0	(52,897.74)	0.0	52,897.74
TOTAL REVENUE PER LEDGER	24,399,000	29,476,200	28,760,518.20	0	28,760,518.20	97.6	715,681.80
Period 12/13-JUNE, 2015 ACCRUAL FINANCIAL REPORT REVENUE							
General Fund	16,639,000	20,386,000	20,691,582	0	20,691,582	101.5	(305,582)
Capital Projects	930,000	2,041,000	1,121,476	0	1,121,476	54.9	919,524
Sewer Fund	5,584,000	5,742,000	5,632,570	0	5,632,570	98.1	109,430
All Other Funds	1,246,000	1,307,200	1,314,890	0	1,314,890	100.6	(7,690)
TOTAL REVENUE PER SUMMARY FINANCIAL REPORT	24,399,000	29,476,200	28,760,518	0	28,760,518	97.6	715,682

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis. Excludes debt service and operational funds of assesment districts.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
EXPENDITURE REPORT RECONCILIATION

PAGE -13-

	I Original	II Adjusted	III Received	IV	V Received/	VI Received	VII Remaining
Period 12/13-JUNE, 2015 ACCRUAL EXPENDITURE STATUS REPORT	(29,266,400)	(30,197,200)	(25,694,482.97)	0.00	(25,694,482.97)	85.1	(4,502,717.03)
Less TRANS	2,200,000	0	0.00	0	0.00	0.0	0.00
Less Park Madera Center Depreciation	156,000	156,000	137,764.00	0	137,764.00	88.3	18,236.00
Less Shoreline Debt Service	0	0	108,124.74	0	108,124.74	0.0	(108,124.74)
Less Shoreline Maintenance	0	0	3,868.59	0	3,868.59	0.0	(3,868.59)
Less General Fixed Assets Depreciation	0	0	177,726.69	0	177,726.69	0.0	(177,726.69)
Less Sewer Fund Depreciation	1,300,000	1,300,000	1,264,218.98	0	1,264,218.98	97.2	35,781.02
Less Old Landing Road Debt Service	0	0	46,681.51	0	46,681.51	0.0	(46,681.51)
Less Recreation Center Depreciation	25,000	25,000	25,562.00	0	25,562.00	102.2	(562.00)
Less Neil Cummings Gym Depreciation	17,000	17,000	16,945.00	0	16,945.00	99.7	55.00
Less Self Insurance Funds Actuarial Adjustments	0	0	69,000.00	0	69,000.00	0.0	(69,000.00)
TOTAL EXPENDITURES PER LEDGER	(25,568,400)	(28,699,200)	(23,844,591.46)	0.00	(23,844,591.46)	83.1	(4,854,608.54)
Period 12/13-JUNE, 2015 ACCRUAL FINANCIAL REPORT EXPENDITURES							
General Fund	(16,631,700)	(18,222,700)	(17,365,067)	0	(17,365,067)	95.3	(857,633)
Capital Projects	(575,000)	(1,869,000)	(655,654)	0	(655,654)	35.1	(1,213,346)
Sewer Fund	(6,971,300)	(7,102,800)	(4,332,141)	0	(4,332,141)	61.0	(2,770,659)
All Other Funds	(1,390,400)	(1,504,700)	(1,491,728)	0	(1,491,728)	99.1	(12,972)
TOTAL EXPENDITURES PER SUMMARY FINANCIAL REPORT	(25,568,400)	(28,699,200)	(23,844,590)	0	(23,844,590)	83.1	(4,854,610)

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis. Excludes debt service and operational funds of assessment districts.

TOWN OF CORTE MADERA
SUMMARY FINANCIAL REPORT
MODIFIED ACCRUAL ACCOUNTING BASIS *
Period 12/13
June 2015 Accrual
FUND BALANCE RECONCILIATION

SEGREGATION OF TOTAL FUND BALANCE

FUND#	FUND TITLE	AT 07/01/14	AT 06/30/15
101	General Fund Reserve	1,400,000	1,500,000
101	General Fund - Operations	(4,399,705)	(3,875,863)
101	Inventories & Cash On Hand	2,402	3,556
104	Equipment Replacement	4,544,330	4,686,436
104	Encumbrances	0	0
120	Corte Madera Sales Tax Override	534,848	3,065,872
188	Street Impact Fees	665,022	415,066
303	Park & Recreation Capital Fees	749,520	807,621
108	Gas Tax 2103	106,173	105,566
109	Gas Tax 2105	0	0
110	Gas Tax 2106	0	0
114	TAM Sales Tax Override	0	0
124	Affordable Housing Fund	165,391	165,391
140	Storm Drainage Tax Fund	662,951	1,060,245
140	Encumbrances	0	0
160	Capital Maintenance Fund	0	0
170	Capital Improvement Fund	56,996	61,213
170	Encumbrances	0	0
178	Traffic Improvement Fund	(49,524)	(49,524)
179	Village Traffic Improvement Fund	133,000	133,000
304	Marin Parks Measure "A"	36,042	76,868
201	Sewer Operating Fund	0	0
201	Sewer Capital Equipment Replacement	299,985	315,002
260	Sewer Capital Projects Fund	2,897,442	4,182,854
260	Encumbrances	0	0
270	Sewer Connection Fee Project Fund	0	0
102	Chamber of Commerce	0	0
106	Park Madera Center	(2,236,137)	(2,235,800)
305	Age-Friendly Corte Madera	0	2,083
810	Workers' Comp. Self-Insure	107,239	101,431
820	Gen. & Auto Liability Self-Insure	271,087	314,704
830	Property & Vehicle Self-Insure	14,404	10,906
	TOTAL FUND BALANCE	5,961,466	10,846,627

RECONCILIATION OF TOTALS

TOTAL OPENING BALANCE	5,961,466
TOTAL REVENUES	28,760,518
TOTAL EXPENDITURES	(23,844,590)
LESS STATE CONTROLLER'S GAS TAX REVENUE RECOGNITION CHANGE (PAGE 6)	(30,767)
TOTAL CLOSING BALANCE	10,846,627

* Subsequent to year end, conversion to the Modified Accrual Accounting Basis is done. The Budget is presented on the Modified Accrual Accounting Basis. Excludes debt service and operational funds of assessment districts.

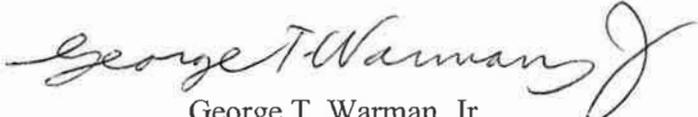
ATTACHMENT #2

Table of Opening Balances

<u>Reserves</u>	2012	As of June 30		2015
	<u>Audited</u>	<u>Audited</u>	<u>Audited</u>	<u>Unaudited</u>
Operational and Other Funds				
General Fund*	1,545,622*	2,130,249*	3,496,417*	6,602,688*
Park Madera Center Fund	<u>(1,946,477)</u>	<u>(2,236,137)</u>	<u>(2,236,137)</u>	<u>(2,235,800)</u>
Total Operational and Other Funds	(400,855)	(105,888)	1,260,280	4,366,888
Capital Project Funds				
Gas Tax Funds (Includes TAM)	222,077	276,071	106,173	105,566
Capital Improvement Fund	0	0	56,996	61,213
Sewer Fund	4,055,015	4,845,268	3,197,427	4,497,856
Storm Drainage Tax Fund	108,325	149,893	662,951	1,060,245
Affordable Housing Fund	161,336	165,391	165,391	165,391
Traffic Improvement Funds	31,536	11,449	83,476	83,476
Marin Parks Measure "A" Fund	0	0	36,042	76,868
Age-Friendly Corte Madera	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,083</u>
Total Capital Project Funds	4,578,289	5,448,072	4,308,456	6,052,698
Self-Insurance Funds	339,450	353,698	392,730	427,041
TOTAL RESERVES	4,516,884	5,695,882	5,961,466	10,846,627

<u>Reserves</u>	2012	As of June 30		2015
	<u>Audited</u>	<u>Audited</u>	<u>Audited</u>	<u>Unaudited</u>
*Detail of General Fund Balance				
Unrestricted Resources				
Designated General Fund Reserve	1,300,000	1,300,000	1,400,000	1,500,000
Designated Park & Rec Capital Fees	641,919	639,493	749,520	807,621
Designated Equip. & Machinery Replace	4,338,651	4,313,440	4,544,330	4,686,436
Sales Tax Override	0	0	534,848	3,065,872
Undesignated Deficit	<u>(5,281,709)</u>	<u>(5,034,235)</u>	<u>(4,399,705)</u>	<u>(3,875,863)</u>
SUBTOTAL	998,861	1,218,698	2,828,993	6,184,066
Restricted Resources				
Street Impact Fees	480,440	845,414	665,022	415,066
Due From Traffic Improvement Fund	63,113	62,416	0	0
Inventories & Cash on Hand	<u>3,208</u>	<u>3,721</u>	<u>2,402</u>	<u>3,556</u>
SUBTOTAL	546,761	911,551	667,424	418,622
TOTAL GENERAL FUND BALANCE	1,545,622	2,130,249	3,496,417	6,602,688
	*	*	*	

*Page 32 June 30, 2014 CAFR


George T. Warman, Jr.
Director of Administrative Services/
Town Treasurer
September 23, 2015

Reports of Department Heads

- a. Director Administrative Services
- b. Director of Emergency Services
- a. Director of Planning & Building
- b. Director of Public Works (Engineering & Administration)
- c. Director of Public Works (Field Maintenance & Operations)
- d. Director of Recreation & Leisure Services

MEMORANDUM

TO: Town Manager, Mayor and Town Council
FROM: George T. Warman, Jr., Director of Administrative Services/Town Treasurer
DATE: January 12, 2016
SUBJECT: Status of Finance Department Budget Activities As of June 30, 2015
(Modified Accrual Basis)

* * * * *

Mayor & Council – 81.4%
OK.

Legal Services – 95.6%
OK.

Administration – 96.0%
OK.

Administrative Services – 97.5%
OK.

Town Property Tax Collection – 100.0%
OK.

”OPEB” Liability – 95.5%
OK.

TRANS Net Cost – 0.0%
Canceled for year due to sales tax override funds.

Marin Emergency Radio Authority – 99.9%
OK.

Marin Telecommunications Agency – 87.6%
OK.

Transportation Authority of Marin – 99.7%
OK.

Marin LAFCO – 99.8%

OK.

Marin General Services Authority – 99.0%

OK.

Marin Housing Authority – 99.1%

OK.

Animal Control Services – 100.1%

OK.

Police Services – 100.0%

OK.

Police Facility Land – 100.0%

OK.

152 Willow Avenue – 100.0%

Debt has been paid off in full.

4th of July Program – 99.0%

OK.

State Disability Access Fee – 54.7%

OK.

Equipment & Machinery Replacement – 78.9%

OK.

Sanitary District Property Tax Collection – 99.9%

OK.

Sanitary District Wet Weather Improvement Project Debt Service – 97.7%

OK.

Chamber of Commerce – 100.0%

A year end budget adjustment puts this at 100% of the 2% received and due to the Chamber of Commerce.

Park Madera Center – Debt Service – 100.0%

OK.

Park Madera Center – Property Manager – 116.3%

This budget is on a Cash Basis. Overages caused by increased maintenance and repair expenses (\$17,600 – water \$2,200 – roof repairs \$3,000 – fire protection system \$5,700 – miscellaneous repairs \$2,100 – electrical \$800 – HVAC \$600 – plumbing \$2,400 – sewer cleaning \$800) and increase Sewer User Service Charges (\$8,400).

Age-Friendly Corte Madera – 99.3%

A year end budget adjustment puts this at 100%.

Workers' Compensation Self-Insurance – 88.9%

OK.

General & Auto Liability Self-Insurance – 88.3%

OK.

Property & Vehicle Damage Self-Insurance – 101.8%

OK.



George T. Warman, Jr.
Director of Administrative Services/
Town Treasurer

MEMORANDUM

TO: Town Manager, Mayor and Town Council

FROM: Kenny Prete, Acting Fire Chief

SUBJECT: Fire Department Budget Activities for Fiscal Year 2014-2015

DATE: January 5, 2016

Fire Department Expenditures

- Fire Department Total Expenditures: 99.31%
- Suppression Expenditures: 98.97%
- Emergency Medical Services Expenditures: 99.56%
- Administration Expenditures: 101.02%
- Prevention Expenditures: 98.45%
- Disaster Preparedness Expenditures: 70.41%

This is not included in the overall fire department expenditures.

Fire Department Revenue

- Paramedic Tax: 94.8%
- Ambulance Charges: 92.1%
- State Fire Reimbursement: 99.9%

MEMORANDUM

TO: Town Manager, Mayor and Town Council
FROM: Adam Wolff, Director of Planning and Building
DATE: January 12, 2016
SUBJECT: Year End Summary Financial Report 2014-2015; Planning and Building Department

DEPARTMENT EXPENDITURES

Building Department - Account 101-512

Total Department Expenditure Accounts (\$432,250) 99.3% expended

Planning Department - Account 101-511

Total Department Expenditure Accounts (\$430,552) 91.3% expended

CAPITAL PROJECTS

Housing Element - Account 170-816 103.1% expended

FY 14-15 budget of \$32,000; expended \$33,000

Tamal Vista Corridor Study – Account 170-204 82.0% expended

FY 14-15 budget of \$10,000; expended \$8,203

DEPARTMENT REVENUE

Building Charges

\$368,113 100.0%

Planning Charges

\$115,967 96.6%

PUBLIC WORKS ENGINEERING MEMORANDUM



THE TOWN OF
CORTE MADERA
MARIN COUNTY CALIFORNIA

To: David Bracken, Town Manager
 From: Nisha Patel, P.E., Senior Civil Engineer
 Date: January 6, 2016
 Subject: PWE FY 2014-15 Q4 Finance Notes

The Public Works Engineering administrative costs listed in the Summary Financial Report on pages 3, 5 (Town) and 9 (SD2) are at levels commensurate with the end of the fourth quarter of the fiscal year. The following table includes capital line items for the Town and the Sanitary District with notes regarding their respective expenditure levels or status.

PG#	Item	%	Notes
3 & 5	Slurry Seal	0.0	Construction will follow Larkspur's Doherty Drive Improvements Project
3 & 5	Overlay (\$691,298/ \$681,000=)	101.5	Current project is complete. Next project started design Q2 FY15-16, and construction will start Q4 FY15-16
5	Barrier Removal Implementation	19.2	Locations prioritized. Work will coordinate with the Overlay Project
5	Sidewalk, Curb & Gutter Repairs	0.0	Small number of minor repairs were performed
5	High Canal Bridge Pathway (State Bike)	0.0	Considering scope change to submit for approval by the funding agency (the State).
5	Low Canal Bridge Pathway (Safe Routes)	0.0	Applied for Safe Pathways Funding; Funding was <u>not</u> awarded
5	Street Repairs	0.0	Small number of minor repairs were performed
5	Flood/Storm Project Improve	57.3	Design of Mariner Cove and Marina Village Storm Drainage Improvements is underway.
5	Corrugated Metal Pipe Replacement	60.6	Corrugated metal pipe replacements were made as needed.
5	Flood Hazard Mailer	110.3	Required for CRS maintenance.
5	Infrastructure Management - GIS	0.0	Minor expenditures are made as needed.
5	Emergency Drainage Repairs	74.9	Misc. emergency repairs.
5	Safe Pathways to School	0.0	Reviewing environmental concerns and design options. Design started Q2 FY15-16.
5	Zero Waste Implementation Plan	0.0	Under contract with R3. Development of the plan is underway.
5	San Clemente Access Improvements	0.0	Grant funds were redirected to improvements on Paradise between San Clemente and Sea Wolf Passage Q2 FY 15-16
5	Tamalpais Access Improvements	95.0	Project is complete.
9	Meadowsweet West Sewer Improvement	0.0	Project is postponed to follow Paradise West.
9	Paradise West Sewer Improvement	1.5	Project construction is postponed until late FY 15-16 or early 16-17.
9	Saba Pump Station Emergency Repair	79.9	Project is complete (new electrical was installed to the station).

January 6, 2016

9	Trinidad #2 Pump Station Emergency Repair	83.7	Project is complete (new generator was installed).
9	CCTV Inspection Sewer Mains	49.4	Project is underway.
9	Assessment/Master Plan Updates	59.6	Project is underway.
9	Infrastructure Management - GIS	2.0	Minor expenditures were made as required.
9	Emergency Sewer Repairs	82.9	Misc. emergency repairs
9	Panagotacos Litigation	93.3	Legal process is complete.
9	CCTV Inspection Emergency Repairs	78.9	Work was completed in Q2 FY15-16.

MEMORANDUM

DATE: 11 January 2016

TO: Town Manager, Mayor and Town Council

FR: Kevin G. Kramer, Director of Public Works: Field Maintenance and Operations

RE: Status of Public Works Field Maintenance and Operations Activities Ending 30 June 2015

- Flood Control & Storm Drain Maintenance: 91.9%
- Parks; Landscaping Maintenance & Beautification: 101.2%
- Street Maintenance: 93.4%
- Traffic Signals, Signs & Roadway Striping: 92.2%
- 101-738- Street Sweeping: 97.9%
- Street Lighting: 91.5%
- NPDES (National Pollution Discharge Elimination System): 93.2%
- Sanitary Sewer Maintenance: 100.7%



**CORTE MADERA
RECREATION AND LEISURE SERVICES
QUARTERLY FINANCIAL UPDATE**

TO: TOWN MANAGER, MAYOR AND TOWN COUNCIL

FROM: MARIO FIORENTINI – DIRECTOR OF RECREATION LEISURE SERVICES

DATE: JANUARY 13, 2016

SUBJECT: STATUS OF RECREATION AND LEISURE SERVICES BUDGET AS OF JUNE 30, 2015

RECREATION CHARGES PAGE -2-

**REVENUE TOTALED 67.7%
REVENUE FOR FY14/15 ON AVERAGE WAS UNDER EXPECTATION.**

PARK/REC FACILITIES CAPITAL FEES PAGE -2-

MONEY IS ACCUMULATED IN THIS ACCOUNT OVER THE YEAR AND TRANSFERRED IN TWICE A YEAR – FLUCTUATES WITH REVENUE. NEXT TRANSFER IS SET FOR END OF JANUARY 2015. THIS ACCOUNT IS HIGHER IN THE FIRST HALF OF THE FISCAL YEAR. 133.2% FOR THE YEAR.

COMMUNITY CENTER PAGE-3-

FINISHED FISCAL YEAR UNDER BUDGET AT 93.7%.

OUTDOOR FACILITIES PAGE -3-

FINISHED FISCAL YEAR OVER BUDGET AT 104.7%.

NEIL CUMMINS GYM PAGE-3-

FINISHED FISCAL YEAR UNDER BUDGET AT 85.9%.

AFTERSCHOOL PROGRAM PAGE -3-

FINISHED FISCAL YEAR UNDER BUDGET AT 80.2%.

SUMMER PROGRAM PAGE-3-

FINISHED FISCAL YEAR UNDER BUDGET AT 81.6%.

PARK & RECREATION CAPITAL FEES -53.6%

PAGE-3-

**DIGITAL MARQUEE – NEED TO GO TO PLANNING COMMISSION AND COUNCIL FOR
FINAL APPROVAL WINTER 2016**
**GENERAL MAINTENANCE - PROJECTS WILL BE IDENTIFIED IN CAPITAL BUDGET WILL BE
COMPLETED BY THE END OF FY 2015/2016.**

STATE RECREATION (WINDOWS) – 98.0%

PAGE -4 AND 5-

PROJECT COMPLETED IN SPRING OF 2015

MARIN PARKS MEASURE “A” – 25.1%

PAGE -4 AND 5-

**\$102,737 HAS BEEN RECEIVED FROM THE COUNTY OVER TWO YEARS AND \$66,695 HAS BEEN
SPENT OVER TWO YEARS. PROJECTS IDENTIFIED ARE UNDER WAY AND PROJECTS
IDENTIFIED IN THE CURRENT CAPITAL PROJECTS BUDGET ARE IN PROCESS.**

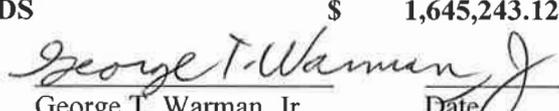
TOWN OF CORTE MADERA
RATIFICATION AND APPROVAL OF
PAYROLL AND DEMANDS (ACCOUNTS PAYABLE)
PERIOD 12/10/15 – 12/31/15

Submitted herewith are the Payroll and Demands (Accounts Payable) paid during the period of 12/10/15 through and including 12/31/15 in accordance with Corte Madera Municipal Code Section 2.12.145 and Chapter 2.28(Statutory provisions contained in Government Code Sections 37202 through 37209 and Sections 40802 through 40805 and Section 40805.5).

Payroll (12/07/15 – 12/20/15)			
Payroll Check Numbers	5084 - 5097	\$	29,968.97
Payroll Direct Deposit Numbers	28478 - 28553		225,512.86
Payroll Wire Transfer Numbers	1946 - 1950		<u>201,650.45</u>
<u>Total Payroll</u>		\$	457,132.28
Payroll (12/01/15 – 12/31/15)			
Retiree Vested Rights Health Insurance Reimbursement			
Payroll Direct Deposit Numbers	28554 - 28596	\$	<u>26,356.21</u>
<u>Total Payroll</u>		\$	<u>26,356.21</u>
Payroll (Council - December)			
Payroll Check Numbers	5098 - 5098	\$	273.00
Payroll Direct Deposit Numbers	28597 -28601		759.44
Payroll Wire Transfer Numbers	1951 - 1954		<u>327.91</u>
<u>Total Payroll</u>		\$	1,360.35
Warrant Check Numbers	212595 - 212692	\$	660,394.28
Wire – Central Marin Police Monthly Payment (00/00/00)		\$	0.00
Wire – Semi-Annual Debt Park Madera Ctr (00/00/00)		\$	0.00
Wire – CalPERS CERBT Payment (12/17/15)		\$	<u>500,000.00</u>
<u>Total Demands(Accounts Payable)</u>			1,160,394.28

TOTAL PAYROLL AND DEMANDS \$ **1,645,243.12**


 David James Bracken Date 1/14/16
 Town Manager

 01/04/16
 George T. Warman, Jr. Date
 Director of Administrative Services/
 Town Treasurer

APPROVED AT MEETING OF 01/19/16

 SLOAN BAILEY, MAYOR

 DIANE FURST, VICE MAYOR

 JAMES ANDREWS, COUNCIL MEMBER

 CARLA CONDON, COUNCIL MEMBER

 MICHAEL LAPPERT, COUNCIL MEMBER

*Checks listed do not correspond to a month or an accounting period because of overlap between months and accounting periods. Questions concerning the check register should be directed to George Warman at 927-5055. In his absence, ask for Jonna Intoschi or Lina Azevedo.

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212595	12/16/2015	am035c AMY SKEWES-COX, AICP	143/21		CORE MADERA INN REBUILD EIR CORE MADERA INN REBUILD EIR	14,934.43
					Total :	14,934.43
212596	12/16/2015	am500c AMERICAN POWER CORP.	5161		EQUIPMENT REF - INSTALL A GENE EQUIPMENT REF - INSTALL A GENE	4,540.40
					Total :	4,540.40
212597	12/16/2015	am028c AMERICAN RED CROSS	10414760		CONTRACT INSTRUCTOR CONTRACT INSTRUCTOR	1,695.00
					Total :	1,695.00
212598	12/16/2015	am035c AMY SKEWES-COX, AICP	149/14		CASA BUENA INITIAL STUDY CASA BUENA INITIAL STUDY	462.50
					Total :	462.50
212599	12/16/2015	at075c AT & T - CALNET 2	000007373467 000007381643		UTILITIES - TELEPHONE UTILITIES - TELEPHONE UTILITIES - TELEPHONE UTILITIES - TELEPHONE	110.02 110.16
					Total :	220.18
212600	12/16/2015	be050c BENEFITS STORE, INC., THE	NOVEMBER-15		ADMINISTRATION ADMINISTRATION FINANCE FIRE FIREFIGHTERS FIREFIGHTERS PLANNING BUILDING PUBLIC WORKS - CORP PUBLIC WORKS PUBLIC WORKS PUBLIC WORKS RECREATION	8.17 24.51 16.34 24.51 65.26 8.17 8.17 8.17 16.34 40.85 8.17 16.34

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212600	12/16/2015	be050c be050c BENEFITS STORE, INC., THE	(Continued)		Total :	245.00
212601	12/16/2015	ch121c CHASE, PETER	12/03/2015STMT		PLANNING COMMISSIONERS CONI PLANNING COMMISSIONERS CONI	80.00
					Total :	80.00
212602	12/16/2015	co136c CODE SOURCE	8651		ADDITION AND RENOVATIONS 30 M	1,400.00
			8654		ADDITION AND RENOVATIONS 30 M	1,400.00
			8655		FIELD INSPECITON SERVICES - NC	4,340.00
			8657		FIELD INSPECITON SERVICES - NC	4,340.00
			8658		CMTC - FIELD INSPECTION SERVIC	140.00
			8659		CMTC - FIELD INSPECTION SERVIC	140.00
			8660		DECK EXPANSION - 61 PRESIDIO A	490.00
			8661		DECK EXPANSION - 61 PRESIDIO A	490.00
					NEW ROOF MOUNTED PV SYSTEM	150.00
					NEW ROOF MOUNTED PV SYSTEM	150.00
					NEW ROOF MOUNTED PV SYSTEM	150.00
					NEW ROOF MOUNTED PV SYSTEM	150.00
					NEW ROOF MOUNTED PV SYSTEM	150.00
					NEW ROOF MOUNTED PV SYSTEM	150.00
					ADDITION AND RENOVATIONS 12 S	1,420.00
					ADDITION AND RENOVATIONS 12 S	1,420.00
					Total :	8,240.00
212603	12/16/2015	co165c COMCAST - 0208565, 0055313, FIRE DEF 12/02/2015STMT			FIRE STATION #13 "DSL" LINE	109.02
					FIRE STATION #13 "DSL" LINE	109.02
					Total :	109.02
212604	12/16/2015	da025c D & K AUTO SERVICES	48786		2000 FORD - F450 SUPER DUTY - S	1,052.23
			48802		2000 FORD - F450 SUPER DUTY - S	1,052.23
					2002 FORD - EXPEDITION VEHICLE	443.15
					2002 FORD - EXPEDITION VEHICLE	443.15
					Total :	1,495.38
212605	12/16/2015	pc101c DANG, MICHAEL	8257		DATA PROCESSING SUPPLIES	233.63
					DATA PROCESSING SUPPLIES	233.63

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212605	12/16/2015	pc101c DANG, MICHAEL	(Continued)		TOWN WIDE NETWORK SYSTEM M	6,440.00
					SEWER	-920.00
					FIRE	-575.00
					RECREATION	-517.50
					BUILDING	-115.00
					SEWER	920.00
					FIRE	575.00
					RECREATION	517.50
					BUILDING	115.00
					Total :	6,673.63
212606	12/16/2015	su103c DANIEL MUTISO MUIHYA	1519		JANITORIAL SVCS.	
					JANITORIAL SVCS.	2,000.00
					Total :	2,000.00
212607	12/16/2015	di045c DIEGO TRUCK REPAIR, INC.	11/30/2015STMT		MOTOR VEHICLE MAINT.	
					MOTOR VEHICLE MAINT.	2,394.32
					Total :	2,394.32
212608	12/16/2015	em114c EMPLOYMENT DEVELOPMENT DEPT.	11/04/2015STMT		AMANDA JOHNSON	
					AMANDA JOHNSON	147.00
					Total :	147.00
212609	12/16/2015	em119c EMS PERSONNEL FUND	R-35796		PARAMEDIC LICENSE RENEWAL F	
					PARAMEDIC LICENSE RENEWAL F	200.00
					Total :	200.00
212610	12/16/2015	gl102c GLOBALSTAR USA	100000006941125		UTILITES - TELEPHONE	
					UTILITES - TELEPHONE	27.95
					Total :	27.95
212611	12/16/2015	go055c GOPHER-IT TRENCHLESS-	G1087		WORNUM AND NELLEN WATER LIN	
					WORNUM AND NELLEN WATER LIN	6,800.00
					Total :	6,800.00

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212612	12/16/2015	jo124c JOHNSON, ROBERT B.	6468		LED LIGHTS FOR CORP YARD OFF LED LIGHTS FOR CORP YARD OFF	503.05
					Total :	503.05
212613	12/16/2015	jo024c JONES, TERRY	4124		REVISE PLANS, EMPLY ARCHITECT REVISE PLANS, EMPLY ARCHITECT	737.50
					Total :	737.50
212614	12/16/2015	ka131c KAISER PERMANENTE	11/25/2015STMT		EMS ADMINISTRATIVE ASSISTANCE EMS ADMINISTRATIVE ASSISTANCE	28,215.80
					Total :	28,215.80
212615	12/16/2015	kb100c KBA DOCUSYS	INV393705		COPIER SERVICE COPIER SERVICE COPIER SERVICE COPIER SERVICE	33.44 66.88 33.43
					Total :	133.75
212616	12/16/2015	le030c LEAGUE OF CALIFORNIA CITIES	9290		2016 NORTH BAY DIVISION DUES 2016 NORTH BAY DIVISION DUES	300.00
					Total :	300.00
212617	12/16/2015	li117c LINCOLN NAT'L LIFE INS CO, THE	TEMPLATE		PREMIUM PREMIUM PREMIUM PREMIUM PREMIUM	13.10 19.12 -3.02 2.87
					Total :	32.07
212618	12/16/2015	ma116c MARIN GENERAL SVCS. AUTHORITY	12/03/2015STMT		SHARE FOR ANIMAL SERVICES JAI SHARE FOR ANIMAL SERVICES JAI	41,926.00
					Total :	41,926.00
212619	12/16/2015	ma550c MARIN MUNICIPAL WATER DISTRICT	12/10/2015STMT		WATER WATER WATER	208.43 4,806.76

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount	
212619	12/16/2015	ma550c MARIN MUNICIPAL WATER DISTRICT	(Continued)		WATER	319.60	
						Total :	5,334.79
212620	12/16/2015	ma177c MARIN TROPHIES & TREASURES	298		OFFICE SUPPLIES OFFICE SUPPLIES	54.10	
						Total :	54.10
212621	12/16/2015	ma620c MARINSCOPE COM. NEWSPAPERS	12/09/2015STMT		PUBLICITY & MARKETING PUBLICITY & MARKETING	200.00	
						Total :	200.00
212622	12/16/2015	me069c MENDOZA, MONICA	0044593		CORTE MADERA WINTER BROCHL CORTE MADERA WINTER BROCHL	1,260.00	
						Total :	1,260.00
212623	12/16/2015	ne040c NELSON PERSONNEL SERVICES	6096036		PART TIME HELP - LISA HARPER PART TIME HELP - LISA HARPER PART TIME HELP - JOANNE OHEHIR PART TIME HELP - LISA HARPER AC PART TIME HELP - JOANNE OHEHIR	265.32 790.56 0.60 4.55	
						Total :	1,061.03
212624	12/16/2015	of026c OFFICE DEPOT - TOWN HALL	809611582001		MEETINGS MEETINGS MEETINGS MEETINGS MEETINGS MEETINGS OFFICE SUPPLIES	7.10 7.10 7.10 7.10 7.12 82.43	
						Total :	117.95
212625	12/16/2015	oh100c O'HEHIR, JOANNE	INVOICE NO. 13 CM		1441 CASA BUENA DR 1441 CASA BUENA DR 5221 PARADISE DR 210 MORNINGSIDE DR	54.50 200.00 46.50	

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212625	12/16/2015	oh100c O'HEHIR, JOANNE	(Continued)		REPORTS AND ANNOUNCEMENTS	112.50
					Total :	413.50
212626	12/16/2015	re024c RESOLVE INSURANCE SYSTEMS	NOVEMBER 2015		COL AGENCY AMBULANCE BILLING	1,928.87
					COL AGENCY AMBULANCE BILLING	1,928.87
					Total :	1,928.87
212627	12/16/2015	ro005c ROUND STAR WEST, LLC	12/14/15STMT		CONTRACT INSTRUCTOR	830.40
					CONTRACT INSTRUCTOR	830.40
					Total :	830.40
212628	12/16/2015	se253c SELF-INSURANCE PLANS, DEPT.INDUST OSIP 61622			ASSESSMENT FOR FISCAL YEAR JU	438.05
					ASSESSMENT FOR FISCAL YEAR JU	438.05
					Total :	438.05
212629	12/16/2015	sh100c SHAMROCK MATERIALS, INC. 11735	832383		AGGREGATES & BINDERS	244.88
					AGGREGATES & BINDERS	244.88
					Total :	244.88
212630	12/16/2015	si117c SIERRA DISPLAY, INC.	20435		CENTENNIAL BANNERS	1,421.93
					CENTENNIAL BANNERS	1,421.93
					Total :	1,421.93
212631	12/16/2015	ta050c TAP PLASTICS, INC.	389090		BUILDING MAINT. SUPPLIES	124.98
					BUILDING MAINT. SUPPLIES	124.98
					Total :	124.98
212632	12/16/2015	th028c THE PROTOCOL ACADEMY	1106		CHILDREN'S ETIQUETTE ESSENTI/	1,970.00
					CHILDREN'S ETIQUETTE ESSENTI/	1,970.00
					Total :	1,970.00
212633	12/16/2015	va127c VAUGHN, REBECCA	R-35856		MEETING LUNCH BAILEY	41.50
					MEETING LUNCH BAILEY	42.02
					ROBERTS RULES OF ORDER FOR	42.02
					Total :	83.52

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

<u>Voucher</u>	<u>Date</u>	<u>Vendor</u>	<u>Invoice</u>	<u>PO #</u>	<u>Description/Account</u>	<u>Amount</u>
212634	12/16/2015	ve023c	VERIZON WIRELESS-6707227710001	9756691079	TELEPHONE - CORP. YARD	
					TELEPHONE - CORP. YARD	724.16
					TELEPHONE - CORP. YARD	54.73
					Total :	778.89
40 Vouchers for bank code : bom						Bank total : 138,375.87
40 Vouchers in this report						Total vouchers : 138,375.87

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212635	12/22/2015	at095c A T & T U-VERSE, #117724553	11/10/15-12/09/15		ON LINE STORAGE LINE TO TCPA ON LINE STORAGE LINE TO TCPA	80.00
					Total :	80.00
212636	12/22/2015	ad022c ADC ELECTRIC	R-18795		REFUND OF CANCEL PERMIT REFUND OF CANCEL PERMIT	207.00
					Total :	207.00
212637	12/22/2015	ai560c AIRGAS	9046073953 9932015401		CHEMICALS, GASES CHEMICALS, GASES CHEMICALS, GASES CHEMICALS, GASES	162.79
					Total :	378.93
212638	12/22/2015	ar125c ARAMARK UNIFORM SERVICES'	11/30/2015STMT		BUILDING MAINTENANCE BUILDING MAINTENANCE BUILDING MAINTENANCE BUILDING MAINTENANCE MISC. CLOTHING & UNIFORMS CLOTHING & UNIFORMS CLOTHING & UNIFORMS CLOTHING & UNIFORMS JANITORIAL SUPPLIES	171.00 247.50 108.00 244.60 155.78 202.75 244.50 244.60 244.50
					Total :	1,863.23
212639	12/22/2015	ba550c BAY AREA BARRICADE SERVICE,INC	0333388-IN 0333770-IN		SKATE PARK SIGN SKATE PARK SIGN METAL SIGN METAL SIGN	545.00
					Total :	619.94
212640	12/22/2015	bo105c BOUND TREE MEDICAL, LLC	81994348		MEDICAL SUPPLIES MEDICAL SUPPLIES	5,196.10

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212640	12/22/2015	bo105c bo105c BOUND TREE MEDICAL, LLC	(Continued)			Total : 5,196.10
212641	12/22/2015	cl106c CLICKTIME.COM	183825		CLICK TIME TRACKING SYSTEM CLICK TIME TRACKING SYSTEM	240.00
					Total :	240.00
212642	12/22/2015	co136c CODE SOURCE	8662		ROOF TRELLIS REPAIR - 1618 RED ROOF TRELLIS REPAIR - 1618 RED	505.00
			8663		INTERIOR REMODEL - 137 CMTC INTERIOR REMODEL - 137 CMTC	500.00
					Total :	1,005.00
212643	12/22/2015	da025c D & K AUTO SERVICES	48831		2006 HONDA RIDGELINE RT S-71 2006 HONDA RIDGELINE RT S-71	99.15
			48871		FLASHER/INTERSTATE BATTERY FLASHER/INTERSTATE BATTERY	227.95
			48879		2006 HONDA RIDGELINE SERVICE 2006 HONDA RIDGELINE SERVICE	1,007.64
					Total :	1,334.74
212644	12/22/2015	dc115c DC ELECTRIC GROUP, INC.	25130		J1753-TAMAL VISTA & WORNUM J1753-TAMAL VISTA & WORNUM	131.20
					Total :	131.20
212645	12/22/2015	de033c DE LEON, ROBERTO	R-18794		REFUND OF PLAN CHECK REFUND OF PLAN CHECK	197.00
					Total :	197.00
212646	12/22/2015	di045c DIEGO TRUCK REPAIR, INC.	47411		MOTOR VEHICLE MAINT. MOTOR VEHICLE MAINT.	1,591.81
			47521		MOTOR VEHICLE MAINT. MOTOR VEHICLE MAINT.	252.79
					Total :	1,844.60
212647	12/22/2015	fi109c FIREFIGHTERS BOOKSTORE	42158-00		BOOKS & BOUND PERIODICALS BOOKS & BOUND PERIODICALS	113.84

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212647	12/22/2015	fi109c fi109c	FIREFIGHTERS BOOKSTORE	(Continued)		Total : 113.84
212648	12/22/2015	gh102c	GHD INC.	56234	2016 EXPANSION EIR - @ VILLAGE 2016 EXPANSION EIR - @ VILLAGE	15,553.35 Total : 15,553.35
212649	12/22/2015	go410c	GOLDEN STATE CHEMICAL & SUPPLY	488970	FEBREEZE FEBREEZE	80.79 Total : 80.79
212650	12/22/2015	gr027c	GREEN VALLEY TRACTOR, INC.	121208	EQUIPMENT, MACHINERY & REPLA EQUIPMENT, MACHINERY & REPLA	62.32 Total : 62.32
212651	12/22/2015	he024c	HEGARTY, TRACY	12/16/2015STMT	FLEX 125 FLEX 125	4,762.00 Total : 4,762.00
212652	12/22/2015	jo124c	JOHNSON, ROBERT B.	6472 6473	LED LIGHTING HIGH ST - CANAL FL LED LIGHTING HIGH ST - CANAL FL TROUBLE SHOOTPOWER @ STOR TROUBLE SHOOTPOWER @ STOR	1,900.00 161.50 Total : 2,061.50
212653	12/22/2015	ma026c	MARIN HUMANE SOCIETY	12/17/2015STMT	10/17-11/21 CONTRACT INSTRUCTO 10/17-11/21 CONTRACT INSTRUCTO	1,120.45 Total : 1,120.45
212654	12/22/2015	ma550c	MARIN MUNICIPAL WATER DISTRICT	12/11/2015STMT	WATER WATER WATER WATER	940.65 147.91 107.65 Total : 1,196.21
212655	12/22/2015	ma177c	MARIN TROPHIES & TREASURES	12/18/2015STMT	NAME PLATE FOR JIM ANDREWS NAME PLATE FOR JIM ANDREWS	27.67

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212655	12/22/2015	ma177c ma177c	MARIN TROPHIES & TREASURES	(Continued)		Total : 27.67
212656	12/22/2015	ma755c	MARTIN & CHAPMAN CO.	2015409	CERTIFICATE OF ELECTION CERTIFICATE OF ELECTION	39.80 Total : 39.80
212657	12/22/2015	ne040c	NELSON PERSONNEL SERVICES	6097016	PART TIME HELP - SEAN MCMAHOI PART TIME HELP - SEAN MCMAHOI PART TIME HELP - JOANNE OHEHII PART TIME HELP - SEAN MCMAHOI PART TIME HELP - JOANNE OHEHII	216.00 834.00 1.35 4.80 Total : 1,056.15
212658	12/22/2015	of026c	OFFICE DEPOT - TOWN HALL	811912834001	OFFICE SUPPLIES OFFICE SUPPLIES	93.72 Total : 93.72
212659	12/22/2015	pa032c	PATEL, NISHA	R-18863	OFFICE SUPPLIES OFFICE SUPPLIES	23.41 Total : 23.41
212660	12/22/2015	pe071c	PEDERSEN, PETE	R-33831	REFUND OF DESIGN REVIEW REFUND OF DESIGN REVIEW	1,320.00 Total : 1,320.00
212661	12/22/2015	pi080c	PIERCE MANUFACTURING, INC.	M47644	PUMPER - MOUNTED ON AN INTER PUMPER - MOUNTED ON AN INTER	399,904.03 Total : 399,904.03
212662	12/22/2015	pi115c	PITNEY BOWES GLOBAL FIN SVCS L	8365405-DC15	LEASING CHARGES LEASING CHARGES	899.26 Total : 899.26
212663	12/22/2015	pr200c	PRETE, KENNY	R-35789	EDUCATION & TRAINING SERVICE EDUCATION & TRAINING SERVICE	1,834.00 Total : 1,834.00

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212664	12/22/2015	ra108c RAM PRINT AND COMMUNICATIONS	251750		2015-16 FLOOD ZONE NEWSLETTE 2015-16 FLOOD ZONE NEWSLETTE	4,533.03
					Total :	4,533.03
212665	12/22/2015	ra156c RAVINA, JIM - FLEX BENEFITS	12/16/2015STMT		FLEX 125 FLEX 125	1,199.83
					Total :	1,199.83
212666	12/22/2015	ri041c RICOH USA, INC. - CORP YARD, 89846-10	95965866		PHOTOCOPYING EQUIP. MAINT. PHOTOCOPYING EQUIP. MAINT.	202.89
					Total :	202.89
212667	12/22/2015	ro024c ROBERTSON, J. MARTIN	FOLIO #241281		TRANSIENT OCCUPANCY TAX TRANSIENT OCCUPANCY TAX TRANSIENT OCCUPANCY TAX TRANSIENT OCCUPANCY TAX	86.20 86.20 344.68
					Total :	517.08
212668	12/22/2015	sh100c SHAMROCK MATERIALS, INC. 11735	904952 904952-DISC		DELTA FILL SAND DELTA FILL SAND DISCOUNT TAKEN DISCOUNT TAKEN	222.51 -4.07
					Total :	218.44
212669	12/22/2015	si170c SIEGMUT ACSHUTLY JR.	12/09/2015STMT		CORP YARD , 81 LUCKY DR CORP YARD , 81 LUCKY DR	85.00
					Total :	85.00
212670	12/22/2015	te031c TERRY, STEPHANIE	R-34854		CLASS REFUND - RAINED OUT CLASS REFUND - RAINED OUT	23.17
					Total :	23.17
212671	12/22/2015	ti124c TIFCO INDUSTRIES	71109168		MISC. SUPPLIES MISC. SUPPLIES	143.33
					Total :	143.33
212672	12/22/2015	va036c VAUGHN, REBECCA - FLEX BENEFITS	12/16/2015STMT		FLEX 125	

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212672	12/22/2015	va036c VAUGHN, REBECCA - FLEX BENEFITS	(Continued)		FLEX 125	511.38
Total :						511.38
212673	12/22/2015	ve125c VERIZON WIRELESS 670722771-2	9756691080		UTILITIES - TELEPHONE	38.01
					UTILITIES - TELEPHONE	38.01
Total :						76.02
212674	12/22/2015	wa311c WATERSHED PRESERVATION NETWORK	2015-1217CM		CONTRACT INSTRUCTOR	9,201.00
					CONTRACT INSTRUCTOR	9,201.00
Total :						9,201.00
212675	12/22/2015	sm105c WORLD TREE SERVICE, INC.	5918		TREE MAINTENANCE	2,190.00
					TREE MAINTENANCE	2,190.00
Total :						2,190.00
212676	12/22/2015	ze025c ZEE MEDICAL SERVICE	723701095		SAFETY & PROTECTIVE ITEMS	143.30
					SAFETY & PROTECTIVE ITEMS	143.30
Total :						143.30
42 Vouchers for bank code : bom						Bank total : 462,835.71
42 Vouchers in this report						Total vouchers : 462,835.71

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212677	12/30/2015	af020c AFLAC, REMITTANCE PROCESSING	203428		INTOSCHI	
					INTOSCHI	68.04
					KRAMER	21.98
					RAVINA	21.96
					SANTOS	29.72
					ROSE	29.74
					MEJIA	29.72
					HAGER	110.66
					LAMBERT	29.72
					QUADROS	29.72
					RUSSELL	21.96
					GABBARD	29.82
					DOWNING	39.96
					PALMER, M.	119.82
					SCHROTH	39.96
					FISCHER	174.74
					MCGOVERN	22.44
					Total :	819.96
212678	12/30/2015	ba147c BARTEL ASSOCIATES, LLC	15-810		ACTUARIAL CONSULTING SERVICE	
					ACTUARIAL CONSULTING SERVICE	12,650.00
					Total :	12,650.00
212679	12/30/2015	ca210c CAPFF, CALF. ASSN. OF PROF. F.F.	12/29/2015		PREMIUM - JAN - 16	
					PREMIUM - JAN - 16	28.44
					Total :	28.44
212680	12/30/2015	co100c CONDON, CARLA	12/29/2015STMT		CENTENNIAL BANNERS	
					CENTENNIAL BANNERS	399.75
					Total :	399.75
212681	12/30/2015	co755c CORTE MADERA CHAMBER OF COMM., NOVEMBER 2015			CONTRIBUTION & SUBSIDIES	
					CONTRIBUTION & SUBSIDIES	13,884.21
					FINANCE COST RECOVERY	172.00

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212681	12/30/2015	co755c CORTE MADERA CHAMBER OF COMM.,	(Continued)		FINANCE DEPT COST RECVOERY	-172.00
					Total :	13,884.21
212682	12/30/2015	pe176c CORTE MADERA-PERS HEALTH BENEF	JANUARY 2016		BENEFIT PACKAGE	170.56
					BENEFIT PACKAGE	280.69
					BENEFIT PACKAGE	-197.18
					BENEFIT PACKAGE	310.26
					BENEFIT PACKAGE	654.36
					BENEFIT PACKAGE	198.52
					BENEFIT PACKAGE	409.77
					BENEFIT PACKAGE	108.02
					BENEFIT PACKAGE	174.62
					BENEFIT PACKAGE	257.87
					BENEFIT PACKAGE	560.01
					BENEFIT PACKAGE	64.04
					BENEFIT PACKAGE	97.52
					BENEFIT PACKAGE	227.01
					BENEFIT PACKAGE	32.02
					BENEFIT PACKAGE	746.47
					BENEFIT PACKAGE	5,872.00
					SERVICE CHARGE	364.08
					Total :	10,330.64
212683	12/30/2015	ma120c COUNTY OF MARIN	NOVEMBER, 2015		MARIN TOURISM IMPROVE DISTRIK	
					MARIN TOURISM IMPROVE DISTRIK	13,884.21
					FINANCE COST RECOVERY CHARC	172.00
					FINANCE DEPT COST RECOVERY	-172.00
					Total :	13,884.21
212684	12/30/2015	de305c DELTA DENTAL OF CALIFORNIA	JAN 2016 - PREMIUM		RETIRED HEALTH INSURANCE	
					RETIRED HEALTH INSURANCE	1,009.46
					Total :	1,009.46

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212685	12/30/2015	li117c LINCOLN NAT'L LIFE INS CO, THE	JANUARY 16		ADMINISTRATION ADMINISTRATION FINANCE PLANNING BUILDING PUBLIC WORKS - 731 PUBLIC WORKS - 732 PUBLIC WORKS - 733 PUBLIC WORKS - 734 PUBLIC WORKS - 736 ENGINEERING - 201-731 RECREATION FIRE*	-19.32 -3.42 -2.87 -4.31 -3.05 0.45 0.46 -0.29 0.46 -2.39 -3.69 121.02 Total : 83.05
212686	12/30/2015	ma646c MARIN COUNTY-TAX COLLECTOR, CEN	12/10/2015STMT		OCTOBER 2015 RADIO SHOP SER OCTOBER 2015 RADIO SHOP SER	 1,734.00 Total : 1,734.00
212687	12/30/2015	pa031c PARISI TRANSPORTATION	15-298R		15030-PARADISE DR/GOLDEN HIN 15030-PARADISE DR/GOLDEN HIN	 225.55 Total : 225.55
212688	12/30/2015	sp109c SPARK	12/28/2015STMT		DONATION OF MONTHLY STIPEND DONATION OF MONTHLY STIPEND	 325.00 Total : 325.00
212689	12/30/2015	un025c US BEHAVIORAL HEALTH PLAN, CA	22127		EMPLOYEE ASSIST - US BEHAVIOF EMPLOYEE ASSIST - US BEHAVIOF	 3,090.00 Total : 3,090.00
212690	12/30/2015	vi100c VSP (CA) #00 114728 0001 MAPE, ATTN: / JANAURY 2016			MEJIA, GUILLERMO MEJIA, GUILLERMO RAVINA, JAMES SANTOS, VERNON VELAZQUEZ, ODILON	 17.01 17.01 17.01 17.01

Bank code : bom

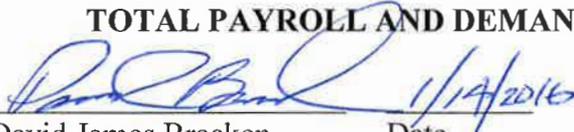
Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212690	12/30/2015	vi100c VSP (CA) #00 114728 0001 MAPE, ATTN: / (Continued)			DOWNING, GARY PAYES, EDWIN MITCHELL, MATTHEW	17.01 17.01 17.01
					Total :	119.07
212691	12/30/2015	vi099c VSP (CA) ACCT: 12 220077 0001, ATTN: A JANUARY 2016			RETIRED HEALTH BENEFITS RETIRED HEALTH BENEFITS	165.19 165.19
					Total :	165.19
212692	12/30/2015	wa135c WALTER & PISTOL, LAW OFFICE OF	12/22/2015STMT		NON-LITIGATION NON-LITIGATION SKAFF CONSENT DECREE	225.33 208.84
					Total :	434.17
16 Vouchers for bank code : bom						Bank total : 59,182.70
16 Vouchers in this report						Total vouchers : 59,182.70

TOWN OF CORTE MADERA

**RATIFICATION AND APPROVAL OF
PAYROLL AND DEMANDS (ACCOUNTS PAYABLE)
PERIOD 01/01/16 – 01/14/16**

Submitted herewith are the Payroll and Demands (Accounts Payable) paid during the period of 01/01/16 through and including 01/14/16 in accordance with Corte Madera Municipal Code Section 2.12.145 and Chapter 2.28(Statutory provisions contained in Government Code Sections 37202 through 37209 and Sections 40802 through 40805 and Section 40805.5).

Payroll (12/21/15 – 01/03/16)		
Payroll Check Numbers	5099 – 5107	\$ 22,077.19
Payroll Direct Deposit Numbers	28602 – 28679	161,722.88
Payroll Wire Transfer Numbers	1955 – 1957	<u>102,726.61</u>
<u>Total Payroll</u>		\$ 286,526.68
Warrant Check Numbers	212693 – 212799	\$ 988,418.82
Wire- Central Marin Police Monthly Payment (02/01/16)		250,250.00
Wire- CalPERS Fire Classic Annual Unfunded Liability Payment (00/00/00)		0.00
Wire- CalPERS Misc. Classic Annual Unfunded Liability Payment (00/00/00)		0.00
Wire- MERA Annual Bond Payment (00/00/00)		0.00
Wire- Park Madera Semi-Annual Debt (01/14/16)		<u>493,147.13</u>
<u>Total Demands (Accounts Payable)</u>		\$ 1,731,815.95
TOTAL PAYROLL AND DEMANDS		\$ 2,018,342.63


David James Bracken Date 1/14/2016
Town Manager


George T. Warman, Jr. Date 01/14/16
Director of Administrative Services/
Town Treasurer

APPROVED AT MEETING OF 01/19/16

SLOAN BAILEY, MAYOR

DIANE FURST, VICE MAYOR

JAMES ANDREWS, COUNCIL MEMEBER

CARLA CONDON, COUNCIL MEMBER

MICHAEL LAPPERT, COUNCIL MEMBER

*Checks listed do not correspond to a month or an accounting period because of overlap between months and accounting periods. Questions concerning the check register should be directed to George Warman at 927-5055. In his absence, ask for Jonna Intoschi or Lina Azevedo.

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212693	1/6/2016	al048c ALHAMBRA AND SIERRA SPRINGS, 28756	5135078 122315		WATER WATER	80.50 Total : 80.50
212694	1/6/2016	al050c ALHAMBRA AND SIERRA SPRINGS, 28776	5139740 122715		WATER WATER	70.57 Total : 70.57
212695	1/6/2016	al047c ALHAMBRA AND SIERRA SPRINGS, 32746	6037959 122715		MEETING MEETING MEETING MEETING MEETING	8.78 8.78 8.78 8.78 8.77 Total : 43.89
212696	1/6/2016	al046c ALHAMBRA, 28776025139045 (PW-342)	5139045 122315		WATER WATER	90.73 Total : 90.73
212697	1/6/2016	am500c AMERICAN POWER CORP.	5171		AUTO POWER TRANSFER SWITCHC AUTO POWER TRANSFER SWITCHC	441.00 Total : 441.00
212698	1/6/2016	am035c AMY SKEWES-COX, AICP	143/20		CORTE MADERA INN REBUILD EIR CORTE MADERA INN REBUILD EIR	92.50 Total : 92.50
212699	1/6/2016	ar048c ARROW INTERNATIONAL, INC.	93566764		EZ-STABILIZER - MEDICAL SUPPLIE EZ-STABILIZER - MEDICAL SUPPLIE	256.28 Total : 256.28
212700	1/6/2016	at111c AT & T MOBILITY - 436050713282	11/20/15 - 12/24/15		UTILITES - TELEPHONE UTILITES - TELEPHONE	131.53 Total : 131.53

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212701	1/6/2016	at110c AT & T MOBILITY-287016673845	287016673845		UTILITIES - TELEPHONE	
					UTILITIES - TELEPHONE	124.31
					UTILITIES - TELEPHONE	73.43
			287245897656		UTILITIES - TELEPHONE	
					UTILITIES - TELEPHONE	41.59
					UTILITIES - TELEPHONE	166.34
					UTILITIES - TELEPHONE	41.58
					Total :	447.25
212702	1/6/2016	at114c AT & T MOBILITY-876700579	876700579X12232015		UTILITIES - TELEPHONE	
					UTILITIES - TELEPHONE	65.80
					UTILITIES - TELEPHONE	61.00
					UTILITIES - TELEPHONE	61.00
					UTILITIES - TELEPHONE	61.00
					UTILITIES - TELEPHONE	61.00
					Total :	309.80
212703	1/6/2016	at079c AT&T - 119112770-7	11/16/15-12/15/15		PROGRAMMING SERVICES	
					PROGRAMMING SERVICES	90.00
					Total :	90.00
212704	1/6/2016	at050c ATHENS ADMINISTRATORS, WORKERS' (01/05/2016STMT			W.C. CLAIM PAYMENT EXPENSE	
					W.C. CLAIM PAYMENT EXPENSE	3,903.34
					Total :	3,903.34
212705	1/6/2016	ba172c BAY ALARM COMPANY-1795028	12/15/2015STMT		MONITORING ALARM FEE	
					MONITORING ALARM FEE	153.21
					Total :	153.21
212706	1/6/2016	bl022c BLACK WATER CONSULTING	1647		CONSULTING SERVICES	
					CONSULTING SERVICES	28,577.30
					Total :	28,577.30
212707	1/6/2016	br134c BRADLEY, CURLEY, ASIANO, ABEL	63939		ORTIZ V. VELAZQUES	
			64183		ORTIZ V. VELAZQUES	143.49
					ORTIZ V. VELAZQUEZ	

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212707	1/6/2016	br134c BRADLEY, CURLEY, ASIANO, ABEL	(Continued)		ORTIZ V. VELAZQUEZ	475.92
					Total :	619.41
212708	1/6/2016	ca165c CA BLDG STANDARDS COMMISSION	01/04/2016STMT		PAYABLE TO BSABRF	149.00
					PAYABLE TO BSABRF	-14.90
					BSABRF 10% RETENTION	
					Total :	134.10
212709	1/6/2016	ce075c CENTRAL MARIN SANITATION AGEN.	16-8042		NOVEMBER 2015 CMSA ROUTIN PUI	17,187.63
					NOVEMBER 2015 CMSA ROUTIN PUI	
					Total :	17,187.63
212710	1/6/2016	ch250c CHEVRON & TEXACO BUSINESS CARD	12/21/2015STMT		FUEL - GASOLINE	326.78
					FUEL - GASOLINE	558.03
					FUEL - GASOLINE	86.70
					FUEL - GASOLINE	29.12
					FUEL - GASOLINE	301.64
					FUEL - GASOLINE	1,028.77
					FUEL - GASOLINE	179.15
					FUEL - GASOLINE	820.63
					FUEL - DIESEL	220.67
					FUEL - DIESEL	573.05
					FUEL - DIESEL	1,106.78
					TAX FEE	52.31
					Total :	5,283.63
212711	1/6/2016	ci115c CIT - CUSTOMER #2000304630	27930853		COPIE SERVCIE	301.46
					COPIE SERVCIE	301.46
					COPIE SERVCIE	150.10
					COPIE SERVCIE	433.29
					COPIE SERVCIE	622.08
					Total :	1,808.39

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212712	1/6/2016	co136c CODE SOURCE	8666		TI - 1618 REDWOOD HWY - STANG'	
			8667		TI - 1618 REDWOOD HWY - STANG'	650.00
					BENTLEY RESIDENCE - ADDITIONE	
					BENTLEY RESIDENCE - ADDITIONE	1,260.00
					Total :	1,910.00
212713	1/6/2016	co047c COHEN, SIDNEY J.	C08-05407SBA		SERVICE JAN 1 - DEC 31, 2015	
					SERVICE JAN 1 - DEC 31, 2015	4,150.00
					Total :	4,150.00
212714	1/6/2016	co121c COMCAST- 028617, 0208847, 5594, 0010	12/14/2015STMT		REC. CTR. "DSL" LINE	
			12/20/2015STMT		REC. CTR. "DSL" LINE	109.02
					CABLE TV	
					CABLE TV	132.85
					Total :	241.87
212715	1/6/2016	co195c CORPORATE PAYMENT SYSTEMS	12/14/2015STMT		MEETING	
					MEETING	51.27
					MISC. SUPPLIES	43.48
					BRIDGE TOLL	50.00
					SAFETY SUPPLIES	903.81
					EDUCATION EXPENSE	299.00
					FOOD	80.00
					RECREATION SUPPLIES	250.00
					OFFICE SUPPLIES	205.50
					MEETING EXPENSE	187.49
					MISC. SUPPLIES	157.00
					TELEPHONE	300.53
					RECREATION SUPPLIES	296.50
					MISC. SUPPLIES	50.11
					MARKETING	148.99
					RECRATION SUPPLIES	325.93
					GASOLINE	190.00
					EDUCATION EXPENSE	1,834.00
					FOOD	58.76

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212715	1/6/2016	co195c	CORPORATE PAYMENT SYSTEMS	(Continued)		
					OFFICE SUPPLIES	236.32
					LAUNDRY	181.60
					VEHICLE PARTS	76.87
					MISC. SUPPLIES	54.08
					TOOLS & EQUIPMENT	399.55
					SUPPLIES	137.57
					MEETING	140.00
					SERVICES	49.00
					SERVICES	39.60
					APPRECIATION	219.66
					RECRATON SUPPLIES	517.08
					MISC. SUPPLIES	46.35
					MEETING	26.50
					RECREATION SUPPLIES	56.67
					MARKTING	99.98
					RECREATOIN SUPPLIES	1,742.43
					MARKETING	151.05
					RECREATON SUPPLIES	324.60
					RECRATION SUPPLIES	10.00
					RECREATION SUPPLIES	38.52
					MARKETING	10.00
					OFFICE SUPPLIES	10.93
					MISC. SUPPLIES	62.19
					MEETING	34.95
					FOOD	35.17
					SENIOR PROGRAMS	286.40
					RECRATION SUPPLIES	29.76
					TRANSPORATION	1,777.50
					SENIOR PROGRAMS	439.18
					RECREATION SUPPLIES	50.00
					MISC. SUPPLIES	1,500.29
					MISC. SUPPLIES	60.36
					TOOLS & EQUIPMENT	180.39

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212715	1/6/2016	co195c	CORPORATE PAYMENT SYSTEMS	(Continued)		
					TOOLS & EQUIPMENT	44.98
					OFFICE SUPPLIES	436.00
					MISC. SUPPLIES	27.98
					BUILDING MAINT.	151.81
					MEETING EXPENSE	34.69
					MEETING	47.35
					MEETING	47.35
					POSTAGE	7.55
					Total :	15,254.63
212716	1/6/2016	da025c	D & K AUTO SERVICES			
			48938		CABLE TIES	
					CABLE TIES	50.55
			48950		1997 FORD MOTOR VEHICLE SERV	
					1997 FORD MOTOR VEHICLE SERV	406.94
			48974		2000 FORD - MOTOR VEHICLE SER	
					2000 FORD - MOTOR VEHICLE SER	485.60
			49016		2001 DODGE - MOTOR VEHICLE SE	
					2001 DODGE - MOTOR VEHICLE SE	104.60
			49032		AIR FILTERS/TRANS FILTERS/ ENG	
					AIR FILTERS/TRANS FILTERS/ ENG	346.79
			49088		SHIFTER CAP	
					SHIFTER CAP	17.43
					Total :	1,411.91
212717	1/6/2016	pc101c	DANG, MICHAEL	8275		
					DATA PROCESSING SUPPLIES	
					DATA PROCESSING SUPPLIES	288.60
					TOWN WIDE NET WORK SYSTEM M	7,590.00
					SEWER	-920.00
					FIRE	-460.00
					RECREATION	-632.50
					BUILDING	-115.00
					PERMIT	-1,840.00
					SEWER	920.00
					FIRE	460.00

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212717	1/6/2016	pc101c DANG, MICHAEL	(Continued)		RECREATION BUILDING PERMIT	632.50 115.00 1,840.00 Total : 7,878.60
212718	1/6/2016	da118c DAVID TATTERSALL & CO.	1509033SUPP		1961 REDWOOD HIGHWAY ADDITK 1961 REDWOOD HIGHWAY ADDITK	750.00 Total : 750.00
212719	1/6/2016	dc115c DC ELECTRIC GROUP, INC.	25065 25066 25104 25141 25142		M1005-TS ROUITNE M1005-TS ROUITNE M1006-TS REPOSE M1006-TS REPOSE M5005-SL ROUTINE M5005-SL ROUTINE J1764-REDWOOD & S. DIRVE, 332 () J1764-REDWOOD & S. DIRVE, 332 () J1614-TRAFFIC SIGNAL MODS VAR J1614-TRAFFIC SIGNAL MODS VAR	1,952.26 1,703.53 1,085.76 17,500.00 1,000.00 Total : 23,241.55
212720	1/6/2016	de105c DE FRANCIS, TONI	12/21/2015STMT		MINUTES CLERK MINUTES CLERK	160.00 Total : 160.00
212721	1/6/2016	de201c DEPARTMENT OF CONSERVATION, DIV.	01/04/2015STMT		FEE PAYABLE TO SMIP FEE PAYABLE TO SMIP	526.21 Total : 526.21
212722	1/6/2016	es105c ESRI INC.	25706794		GSI ANNUAL MAINT. SUPPORT GSI ANNUAL MAINT. SUPPORT	1,581.00 Total : 1,581.00
212723	1/6/2016	ev109c EVERBANK COMMERCIAL FINANCE	3494217		PHOTOCOPYING EQUIPMENT MAINT PHOTOCOPYING EQUIPMENT MAINT	773.90

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212723	1/6/2016	ev109c	ev109c EVERBANK COMMERCIAL FINANCE (Continued)			Total : 773.90
212724	1/6/2016	gh102c	GHD INC.	57326	VILLAGE AT CM - 2016 EXPANSION VILLAGE AT CM - 2016 EXPANSION	30,857.22 Total : 30,857.22
212725	1/6/2016	go410c	GOLDEN STATE CHEMICAL & SUPPLY	4888985	MISC. SUPPLIES MISC. SUPPLIES MISC. SUPPLIES MISC. SUPPLIES MISC. SUPPLIES MISC. SUPPLIES	400.00 400.00 400.00 284.81 400.00
				488984	RAGS RAGS	513.29 Total : 2,398.10
212726	1/6/2016	go300c	GOODMAN BUILDING SUPPLY	12/25/2015STMT	MISC. SUPPLIES MISC. SUPPLIES	22.75 Total : 22.75
212727	1/6/2016	gr064c	GRAINGER (REC.)	9914566311 9921847654 9921847662	BUILDING MAINTENANCE SUPPLIE BUILDING MAINTENANCE SUPPLIE MISC. SUPPLIES MISC. SUPPLIES MISC. SUPPLIES MISC. SUPPLIES MISC. SUPPLIES	1,311.93 75.97 75.97 200.00 222.49 Total : 1,886.36
212728	1/6/2016	he125c	HEPPNER RISK MGMT., DARRELL	NOVEMBER 2015	RISK MGMT - HEPPNER RISK MGMT - HEPPNER RISK MGMT - HEPPNER RISK MGMT - HEPPNER	1,303.50 1,304.00 290.00 Total : 2,897.50

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212729	1/6/2016	he105c HERTZ EQUIPMENT RENTAL	28410861-001		EQUIPMENT & MACHINERY RENTA EQUIPMENT & MACHINERY RENTA	655.76
					Total :	655.76
212730	1/6/2016	in114c INVOICE PROCESSING DEPT.	1691532635011		BRIDGE TOLL - FIRE BRIDGE TOLL - FIRE	7.25
					Total :	7.25
212731	1/6/2016	ja025c JACKSON'S HARDWARE, INC.	12/30/2015STMT		HAND TOOLS & MINOR EQUIPMENT HAND TOOLS & MINOR EQUIPMENT SAFTEY & PROTECTIVE ITEMS SAFTEY & PROTECTIVE ITEMS	240.12 185.71 267.55
					Total :	693.38
212732	1/6/2016	jo124c JOHNSON, ROBERT B.	6474		LED LIGHTS BLACK KETTLE LAGO LED LIGHTS BLACK KETTLE LAGO	1,000.00
					Total :	1,000.00
212733	1/6/2016	ko200c KOCH, JANICE	12/31/2015STMT		RECRUITMENT RECRUITMENT	707.68
					Total :	707.68
212734	1/6/2016	la275c LARKSPUR, CITY OF	12/21/2015STMT		FUEL - DIESEL FUEL - DIESEL	360.32
					Total :	360.32
212735	1/6/2016	wa136c LAW OFFICES, JEFFREY A. WALTER	12/30/2015STMT		PANAGOTACOS PANAGOTACOS	1,130.70
					Total :	1,130.70
212736	1/6/2016	le030c LEAGUE OF CALIFORNIA CITIES	102530		2016 LOCAL STREETS AND ROADS 2016 LOCAL STREETS AND ROADS	150.00
					Total :	150.00
212737	1/6/2016	cr074c LOVELIS, TRACY	1286		ANNIVERSAY CERAMIC MUGS ANNIVERSAY CERAMIC MUGS	407.81

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212737	1/6/2016	cr074c cr074c LOVELIS, TRACY	(Continued)			Total : 407.81
212738	1/6/2016	ma048c MAGAT, REGINE	R-35025		TAHITIAN DANCING FOR SUMMPEF TAHITIAN DANCING FOR SUMMPEF	300.00 Total : 300.00
212739	1/6/2016	ma179c MARIN JOE'S	12/20/2015STMT		LUNCHEON LUNCHEON	650.00 Total : 650.00
212740	1/6/2016	ma700c MARKET ENGINEERING	58674		BUILDING MAINTENANCE BUILDING MAINTENANCE	433.29 Total : 433.29
212741	1/6/2016	mc145c MC MAHON PLUMBING	4419		SAN CLEMENTE PARK BATHROOM SAN CLEMENTE PARK BATHROOM	3,261.18 Total : 3,261.18
212742	1/6/2016	me135c MEREDITH, WEINSTEIN & NUMBERS	12/30/2015STMT		PANAGOTACOS PANAGOTACOS	4,001.14 Total : 4,001.14
212743	1/6/2016	mu125c MUNICIPAL MAINT.EQUIP., INC.	0106570-IN	1859	RAVO STREET SWEEPER - PER QL RAVO STREET SWEEPER~ RAVO STREET SWEEPER PER QU	257,236.73 -38,000.00 Total : 219,236.73
212744	1/6/2016	ne040c NELSON PERSONNEL SERVICES	6098154 6099390		PART TIME HELP - SEAN MCMAHOI PART TIME HELP - SEAN MCMAHOI PART TIME HELP - JOANNE O'HEHI PART TIME HELP - SEAN MCMAHOI PART TIME HELP - JOANNE O'HEHI PART TIME HELP - LISA HARPER PART TIME HELP - LISA HARPER PART TIME HELP - LISAH HARPER	240.00 834.00 1.50 4.80 552.75 1.25 Total : 1,634.30

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212745	1/6/2016	of026c OFFICE DEPOT - TOWN HALL	812703806001		OFFICE SUPPLIES	
					OFFICE SUPPLIES	23.65
					PAPER	954.72
			813986743001		OFFICE SUPPLIES	
					OFFICE SUPPLIES	375.46
					Total :	1,353.83
212746	1/6/2016	of029c OFFICE DEPOT-FIRE-89507905, FILE #81	811636984001		OFFICE SUPPLIES	
					OFFICE SUPPLIES	40.58
					Total :	40.58
212747	1/6/2016	oh100c O'HEHIR, JOANNE	R-33830		STAMPS FOR MAILING	
					STAMPS FOR MAILING	68.60
					Total :	68.60
212748	1/6/2016	pa175c PACIFIC GAS & ELECTRIC	12/21/2015STMT		UTILITES - ELECTRICITY	
					MARIN CLEAN ENERGY	101.52
					MARIN CLEAN ENERGY	355.62
					MARIN CLEAN ENERGY	2,242.22
					UTILITES - ELECTRICITY	2,076.37
					UTILITES - ELECTRICITY	207.26
					UTILITES - ELECTRICITY	397.41
					UTILITES - ELECTRICITY	645.58
					UTILITES - ELECTRICITY	1,865.72
					UTILITES - ELECTRICITY	2,733.15
					UTILITES - ELECTRICITY	470.84
					UTILITIES - NATURAL GAS	85.20
					UTILITIES - NATURAL GAS	130.36
					UTILITIES - NATURAL GAS	227.48
					UTILITIES - NATURAL GAS	152.12
					UTILITIES - NATURAL GAS	26.65
					UTILITIES - NATURAL GAS	138.50
					MARIN CLEAN ENERGY	322.11
					MARIN CLEAN ENERGY	306.13
					MARIN CLEAN ENERGY	204.08

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212748	1/6/2016	pa175c PACIFIC GAS & ELECTRIC	(Continued)		MARIN CLEAN ENERGY	1,399.04
					MARIN CLEAN ENERGY	211.45
					MARIN CLEAN ENERGY	1,668.70
					UTILITES - ELECTRICITY	434.08
					UTILITES - ELECTRICITY	391.22
					UTILITES - ELECTRICITY	302.03
					MARIN CLEAN ENERGY	345.58
					Total :	17,440.42
212749	1/6/2016	pa134c PALMER, MICHAEL A.	R-33858		PHONE CHARGES	
					PHONE CHARGES	73.03
					Total :	73.03
212750	1/6/2016	pi109c PITNEY BOWES INC.	614406		OFFICE EQUIPMENT MAINT.	
					OFFICE EQUIPMENT MAINT.	2,973.00
					Total :	2,973.00
212751	1/6/2016	po145c POLSKY PERLSTEIN ARCHITECTS	12361		SERVICES RENDERED FROM 9/1/1	
					SERVICES RENDERED FROM 9/1/1	375.00
					Total :	375.00
212752	1/6/2016	pr123c PRECISION CLEANING	013451		COMPLETE FILTER SET FOR WASH	
					COMPLETE FILTER SET FOR WASH	621.48
					Total :	621.48
212753	1/6/2016	rc101c R.C. SYSTEMS, INC.	16639		REC. PROGRAM AND FACILITY SOI	
					REC. PROGRAM AND FACILITY SOI	239.40
					Total :	239.40
212754	1/6/2016	re036c RED VALVE COMPANY, INC.	637628		GATES & PUMPS REPAIR	
					GATES & PUMPS REPAIR	3,728.50
					Total :	3,728.50
212755	1/6/2016	re141c RENNE SLOAN HOLTZMAN SAKAI	29814		1441 CASA BUENA	
					1441 CASA BUENA	97.50

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212755	1/6/2016	re141c RENNE SLOAN HOLTZMAN SAKAI	(Continued) 29815		210 MORNINGSIDE-SIBER 210 MORNINGSIDE-SIBER	6,025.00
			29816		CORTE MADERA INN CORTE MADERA INN	1,592.50
			29817		GENRAL MATTERS GENRAL MATTERS	58.73
			29818		GENERAL PLANNING GENERAL PLANNING	1,325.00
			29819		MARIN COUNTY DAY SCHOOL MARIN COUNTY DAY SCHOOL	32.50
			29820		NON-LITIGATION NON-LITIGATION	9,300.00
			29821		RESTOATION HARDWARE RESTOATION HARDWARE	357.50
Total :						18,788.73
212756	1/6/2016	ri042c RICOH USA, INC., (FIRE)	96012473		COPIER SERVICE COPIER SERVICE	394.30
Total :						394.30
212757	1/6/2016	se125c SETON IDENTIFICATION PRODUCTS	9329594359		MISC. SUPPLIES MISC. SUPPLIES	1,186.55
Total :						1,186.55
212758	1/6/2016	si033c SIMONSEN TERMITE &	3513		TERMITE CONTROL - 11A TERMITE CONTROL - 11A	1,160.00
Total :						1,160.00
212759	1/6/2016	st024c STRAHM COMMUNICATIONS	39564		LETTERHEAD/ENVELOPES LETTERHEAD/ENVELOPES	3,056.42
			39639		WHITE WINDOW ENVELOPES WHITE WINDOW ENVELOPES	537.90
Total :						3,594.32
212760	1/6/2016	su026c SUPERIOR PROPERTY SERV., INC.	13912		PAINT FOR SAN CLEMENTE PARK I	

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212760	1/6/2016	su026c SUPERIOR PROPERTY SERV., INC.	(Continued)		PAINT FOR SAN CLEMENTE PARK I	1,175.00
					Total :	1,175.00
212761	1/6/2016	ty101c TYLER TECHNOLOGIES	045-149556	1852	PARCELS, PERMITS, & WEB PERM QUOTE #56309, DATED 04/15/15~	6,624.46
					Total :	6,624.46
212762	1/6/2016	va055c VAN RENSELAAR, ERIK	R-35676		CALIF EMT - PARAMEDIC CALIF EMT - PARAMEDIC	200.00
					Total :	200.00
212763	1/6/2016	jo135c VICTOR M. ROJAS, DBA JON'S BUILDING	DECEMBER 2015 DECEMBER - 2015 ENG		TOWN HALL JANITORIAL SERVCIE TOWN HALL JANITORIAL SERVCIE ENG. OFFICE JANITOIRAL SERVICE ENG. OFFICE JANITOIRAL SERVICE	1,600.00 750.00
					Total :	2,350.00
212764	1/6/2016	we127c WESCO GRAPHICS, INC.	41217		PUBLICITY & MARKEING PUBLICITY & MARKEING	5,233.78
					Total :	5,233.78
212765	1/6/2016	wi132c WILLDAN FINANCIAL SVCS.	PROJECT 101202		JANUARY 2016 - MARCH 2016 SERI JANUARY 2016 - MARCH 2016 SERI JANUARY 2016 - MARCH 2016 SERI	619.54 85.78
					Total :	705.32
73 Vouchers for bank code : bom						Bank total : 458,618.50
73 Vouchers in this report						Total vouchers : 458,618.50

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212766	1/13/2016	aa100c A AND P MOVING, INC.	4044889		MONTHLY RECORD STORAGE FEE MONTHLY RECORD STORAGE FEE	35.00
					Total :	35.00
212767	1/13/2016	al200c ALLSTAR FIRE EQUIPMENT, INC.	186614		EQUIPMENT & MACHINERY MAINT. EQUIPMENT & MACHINERY MAINT.	1,484.77
					Total :	1,484.77
212768	1/13/2016	am025c AMENT ELECTRIC, INC., 2820 OLD GRA	11699		TROUBL SHOUT CHRISTMAS LIGH TROUBL SHOUT CHRISTMAS LIGH	509.84
					Total :	509.84
212769	1/13/2016	am035c AMY SKEWES-COX, AICP	143/22		CORTE MADERA INN REBUILDING CORTE MADERA INN REBUILDING	4,943.94
					Total :	4,943.94
212770	1/13/2016	br150c BRANDON TIRE SUPPLY, INC.	IN00150415		TIRES TIRES	158.63
					Total :	158.63
212771	1/13/2016	ce075c CENTRAL MARIN SANITATION AGEN.	16-8050		FY16 THIRD QUATER SERVICES FY16 THIRD QUATER SERVICES	225,127.29
					Total :	225,127.29
212772	1/13/2016	co136c CODE SOURCE	8669		NEW ROOF MOUNTED PV SYSTEM	150.00
			8670		REVISIONS TO APPROVED PLANS	250.00
			8671		NEW PV SYSTEM - 17 BALCLUTHD.	150.00
			8672		NEW PR SYSTEM - 17 BIRCH AVE	150.00
			8675		FIELD INSPECTION SERIVCES FOF	3,620.00
					Total :	4,320.00

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212773	1/13/2016	co173c COMCAST - 0209597, 0209571 &, 005632	12/26/2015STMT		CORP. YARD "DSL" LINE CORP. YARD "DSL" LINE	111.20
					Total :	111.20
212774	1/13/2016	cr066c CROPPER ACCOUNTANCY CORP.	1101		ANNUAL AUDIT. ANNUAL AUDIT. ANNUAL AUDIT. ANNUAL AUDIT. ANNUAL AUDIT.	3,475.00 2,600.00 500.00 1,830.00
					Total :	8,405.00
212775	1/13/2016	su103c DANIEL MUTISO MUIHYA	1520		JANITORIAL SVCS. JANITORIAL SVCS.	2,000.00
			1521		JANITORIAL SVCS. JANITORIAL SVCS.	2,200.00
					Total :	4,200.00
212776	1/13/2016	da126c DARRELL HEPPNER INS. BROKER	01/11/2016STMT		EXCESS WORKERS' COMPENSATI EXCESS WORKERS' COMPENSATI	16,304.00
					Total :	16,304.00
212777	1/13/2016	da120c DAVID KEANE	01/06/2016STMT		GENERAL ENG. GENERAL ENG. GENERAL SANITARY PLAN CHECK SANITARY PLAN CHECK	1,950.00 575.00 3,325.00 575.00
					Total :	6,425.00
212778	1/13/2016	da118c DAVID TATTERSALL & CO.	1511034		APPRAISAL SERVICES APPRAISAL SERVICES	11,000.00
					Total :	11,000.00
212779	1/13/2016	fi047c FISHMAN SUPPLY CO. - (P/P/B)	1005076		OFFICE SUPPLIES OFFICE SUPPLIES	125.75
			1012890		OFFICE SUPPLIES OFFICE SUPPLIES	439.68

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212779	1/13/2016	fi047c FISHMAN SUPPLY CO. - (P/P/B)	(Continued) 1015533		OFFICE SUPPLIES	
			1015631		OFFICE SUPPLIES	146.52
			1016073		OFFICE SUPPLIES	141.69
			999195.1		OFFICE SUPPLIES	63.20
					OFFICE SUPPLIES	13.29
					Total :	930.13
212780	1/13/2016	fo185c FORSTER & KROEGER LANDSCAPE, MA 5329			DECEMBER 2015 SAND BAGS FOR	
					DECEMBER 2015 SAND BAGS FOR	3,000.00
					DECEMBER 2015 SAND BAGS FOR	9,967.50
					PARKS 415 HOURS	11,827.50
					SEWER/SANITARY: 415 HOURS	11,827.50
					STREETS: 500 HOURS	14,250.00
					Total :	50,872.50
212781	1/13/2016	ge120c GEORGE HILLS COMPANY, INC.	INV1010013		MONTHLY LIAB. CLAIMS ADMIN. FE	
					MONTHLY LIAB. CLAIMS ADMIN. FE	212.50
					Total :	212.50
212782	1/13/2016	go055c GOPHER-IT TRENCHLESS-	G1091		SEWER REPAIRS	
			G1092		SEWER REPAIRS	23,400.00
			G1093		SEWER REPAIRS	20,700.00
			G1094		SEWER REPAIRS	17,500.00
			G1095		SEWER REPAIRS	29,400.00
			G1096		SEWER REPAIRS	24,700.00
					SEWER REPAIRS	34,300.00

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212782	1/13/2016	go055c go055c GOPHER-IT TRENCHLESS-	(Continued)			Total : 150,000.00
212783	1/13/2016	ha026c HAWKINS AND ASSOCIATES	01/08/2016STMT		GRISELAND JANETH ORTIZ GRISELAND JANETH ORTIZ	190.00 Total : 190.00
212784	1/13/2016	he105c HERTZ EQUIPMENT RENTAL	28413612-001		PROJECT 15-014 GOLDEN HIND P/ PROJECT 15-014 GOLDEN HIND P/	320.86 Total : 320.86
212785	1/13/2016	in065c INTOSCHI, JONNA - FLEX BENEFITS	01/06/2016STMT		FLEX BENEFITS FLEX BENEFITS	344.19 Total : 344.19
212786	1/13/2016	la325c LARKS.-CORTE MADERA SCH'L DIST	25		DISTRICT MAINTENANCE AND OPF DISTRICT MAINTENANCE AND OPF	4,434.28 Total : 4,434.28
212787	1/13/2016	li112c LINS COTT ENGINEERING CONTRACT.	PROJECT 15-014	1860	PROJECT NO. 15-014 PROJECT 15-014~	10,732.12 Total : 10,732.12
212788	1/13/2016	ma208c MARIN INDEPENDENT JOURNAL	12/31/2015STMT		ADVERTISING ADVERTISING ADVERTISING	1,260.00 420.00 Total : 1,680.00
212789	1/13/2016	mc100c MC MASTER-CARR, SUPPLY CO.	46311679		GATES & PUMPS REPAIR GATES & PUMPS REPAIR	68.22 Total : 68.22
212790	1/13/2016	me068c METROPOLITAN PLANNING GROUP	2226		TAMAL VISTA EAST CORRIDOR STU TAMAL VISTA EAST CORRIDOR STU	5,921.20 Total : 5,921.20
212791	1/13/2016	ne100c NERVIANI PAVING, INC.	4639		NERVIANI PAVING, INC. NERVIANI PAVING, INC.	-2,600.00

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212791	1/13/2016	ne100c NERVIANI PAVING, INC.	(Continued)		NERVIANI PAVING, INC. NERVIANI PAVING, INC.	2,600.00 3,385.00 Total : 3,385.00
212792	1/13/2016	py002c PYRO SPECTACULARS NORTH, INC.	R-35026		50% DEPOIST FOR 6/11/16 FIREWC 50% DEPOIST FOR 6/11/16 FIREWC	10,000.00 Total : 10,000.00
212793	1/13/2016	ro450c ROY'S SEWER SERVICE, INC.	192025 192028		SHORE BIRD PUMP STATION SHORE BIRD PUMP STATION 25 ANTILLES ROAD - CLEARED CL 25 ANTILLES ROAD - CLEARED CL	1,180.00 590.00 Total : 1,770.00
212794	1/13/2016	sa137c SAN RAFAEL, CITY OF	01/04/2016STMT		MCCMC LOBBYIST SERVICES MCCMC LOBBYIST SERVICES	2,707.00 Total : 2,707.00
212795	1/13/2016	so063c SONIC.NET, INC.	8291914		TOWN 'DSL' LINE TOWN 'DSL' LINE	500.95 Total : 500.95
212796	1/13/2016	st025c STEVE ZAPPETINI & SON, INC.	8913801		REPAIR COLUMN @ PUMP STATION REPAIR COLUMN @ PUMP STATION	330.20 Total : 330.20
212797	1/13/2016	te030c TERRILL LAY PAINTING	01/10/2016STMT		OFFICE PAINTING AT COMMUNITY OFFICE PAINTING AT COMMUNITY	1,230.00 Total : 1,230.00
212798	1/13/2016	tr112c TRANSWORLD SYSTEMS INC.	A7047G-9956		COLLECTION AGENCY FOR AMBUL COLLECTION AGENCY FOR AMBUL	96.00 Total : 96.00
212799	1/13/2016	wi028c WILLOUGHBY, HELISANGELA	034		CONTACT INSTRUCTORS CONTACT INSTRUCTORS	1,050.50

Voucher List
TOWN OF CORTE MADERA

Bank code : bom

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
212799	1/13/2016	wi028c	wi028c WILLOUGHBY, HELISANGELA		(Continued)	Total : 1,050.50
34 Vouchers for bank code : bom						Bank total : 529,800.32
34 Vouchers in this report						Total vouchers : 529,800.32



**CORTE MADERA TOWN COUNCIL
STAFF REPORT**

REPORT DATE: JANUARY 14, 2016
MEETING DATE: JANUARY 19, 2016

TO: TOWN COUNCIL

FROM: ADAM WOLFF, DIRECTOR OF PLANNING AND BUILDING
JUDITH PROPP, ASSISTANT TOWN ATTORNEY

**SUBJECT: CONSIDER ADOPTING A RESOLUTION AFFIRMING THE
PROHIBITION ON COMMERCIAL CULTIVATION OF MEDICAL
MARIJUANA IN THE TOWN OF CORTE MADERA**

PURPOSE:

State legislation enacted in late 2015 imposes new regulatory mechanisms related to medical marijuana that includes a comprehensive state-run licensing system for the commercial cultivation, manufacture, retail sales, transport, distribution, delivery, and testing of medical cannabis. These new laws took effect on January 1, 2016. The proposed Resolution recommends allowing the Town of Corte Madera to continue to maintain local control of zoning regulations concerning the commercial cultivation of medical marijuana.

STAFF RECOMMENDATION:

Staff recommends that the Town Council, after review of all information and public comment, adopt the proposed Resolution Affirming the Prohibition of Commercial Cultivation of Medical Marijuana in the Town of Corte Madera (Attachment 1).

TOWN MANAGER RECOMMENDATION:

Support staff recommendation

BACKGROUND:

The Medical Marijuana Regulation and Safety Act (MMRSA), consisting of Assembly Bill 266, Assembly Bill 243, and Senate Bill 643, was enacted on September 11, 2015. The MMRSA imposes new regulatory mechanisms related to medical marijuana that includes a comprehensive state-run licensing system for the commercial cultivation, manufacture, retail sales, transport, distribution, delivery, and testing of medical cannabis. These new laws took effect on January 1, 2016.

Assembly Bill 243 establishes a dual licensing system. Under AB 243, both the state and the local agency may issue licenses for the commercial cultivation of medical marijuana. However, a medical marijuana cultivation business may only operate within a jurisdiction if it is allowed by the local agency. Pursuant to AB 243, local jurisdictions wishing to preserve its ability to regulate the commercial cultivation of marijuana, including the ability to prohibit it, must do so by March 1, 2016. Otherwise, a local agency (city, etc.) could lose its ability to prohibit medical marijuana cultivation businesses in the city as the State would become the sole licensing authority.

ENVIRONMENTAL ASSESSMENT

Adoption of the proposed resolution is not subject to the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15060(c)(2), as the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment; and Guidelines Section 15060(c)(3) as the activity is not a project as defined in Guidelines Section 15378, because it has no potential for resulting in physical change to the environment directly or indirectly.

STAFF ANALYSIS

The Town of Corte Madera Municipal Code Section 18.02.050 includes a “permissive zoning” provision which has the effect of prohibiting any use or activity that is not listed as a permitted or conditionally permitted use or activity in the Town Code. Section 18.02.050 states, in relevant part: “The requirements of this title are to be interpreted so that if a use or activity is not listed as permitted or conditionally permitted, then that use shall not be permitted.”

In 2012, the Town expressly banned medical marijuana dispensaries (Town Municipal Code Section 18.02.120) in all zoning districts in the Town.

A “medical marijuana dispensary” is defined to include any location, structure, vehicle, store, co-op, residence, storefront or mobile retail outlet (as "storefront" and "mobile retail outlet" are used in Cal. Health and Safety Code Sec. 11362.768) or similar facility used, in full or in part, as a place at or in which or from which marijuana is sold, traded, exchanged, or bartered for in any way, whether or not said sale, trade, exchange or barter is accomplished by or through a club, membership, collective, cooperative, other entity or organization or in any other manner [Town of Corte Madera Municipal Code Section 18.04.500(b)].

Additionally, Town of Corte Madera Municipal Code Section 18.02.110 expressly prohibits any use that is in violation of any lawful federal or state statute. No permit, entitlement, application or approval shall be granted for a use in violation of federal or state law.

The manufacture, distribution, or possession of marijuana remains unlawful and a federal crime under the Federal Controlled Substance Act.

While commercial cultivation of medical marijuana is not expressly addressed in the existing zoning ordinance, it is not identified as a permitted use in the Zoning Code and therefore, under the permissive zoning ordinance, not allowed in the Town of Corte Madera in any zoning district.

Due to the specificity of the new legislation, the League of California Cities recommends those agencies with permissive zoning ordinances adopt a resolution reaffirming the prohibition of cultivation prior to the March 1, 2016 (Attachment 2). More recently and after the League made its recommendation, Assembly Member Jim Wood, the author of the state legislation (MMRSA), acknowledged that in the haste to adopt the legislation prior to the end of 2015, the March 1, 2016 deadline was the result of a drafting error and, that he would be seeking emergency legislation in early January 2016 to allow cities more time. Nevertheless, it is unclear what specifically would be changed and if and when “corrective” legislation would be passed.

Staff recommends adopting a resolution based on principles of permissive zoning prior to March 1, 2016, to preserve the Town’s ability to license cultivation now and in the future by complying with the new legislation. If the Town does not adopt this resolution, the State may have the sole authority under MMRSA to license the cultivation of marijuana in the Town of Corte Madera, depending on interpretation of state law.

The Resolution would include language that affirms the Town’s principles of permissive zoning, that cultivation of marijuana is not allowed in the Town because it is not expressly permitted, and therefore, the State cannot license cultivation within the Town.

If the Town wishes to permit commercial cultivation in the future, the Town could still do so by amending the zoning ordinance to permit such uses where desired. Amending the zoning ordinance requires public hearings at both the Planning Commission and Town Council.

Other jurisdictions in California that have permissive language in their zoning code are moving forward by way of Council Resolution. Several cities in Marin County are also considering this approach including San Anselmo and Belvedere. Many other cities in the Bay Area and across the State are proceeding in this manner.

Even though the Town Code includes permissive zoning language, a more conservative approach is to adopt an ordinance expressly prohibiting commercial cultivation of medical marijuana that will take effect prior to March 1, 2016.

PLANNING COMMISSION RECOMMENDATION

The Corte Madera Planning Commission, at its January 12, 2016 Planning Commission meeting, unanimously adopted a resolution recommending the Town Council approve a resolution affirming the existing prohibition of commercial cultivation of medical marijuana (Attachment 3).

OPTIONS

1. Adopt the proposed Resolution Affirming the Prohibition on Commercial Cultivation of Medical Marijuana in the Town of Corte Madera.
2. Take no action at this time and request staff to return at a future Town Council meeting to discuss whether to explicitly allow or continue to prohibit commercial cultivation of medical marijuana.
3. Direct staff to return for Council's consideration an ordinance expressly prohibiting the commercial cultivation of medical marijuana.

ATTACHMENTS

1. PROPOSED RESOLUTION AFFIRMING THE PROHIBITION OF COMMERCIAL CULTIVATION OF MEDICAL MARIJUANA IN THE TOWN OF CORTE MADERA
2. CALIFORNIA LEAGUE OF CITIES INFORMATION SHEET "MEDICAL MARIJUANA REGULATION AND SAFETY ACT – What Cities Need to Know About the New Law and Cultivation." (October 27, 2015) and CALIFORNIA LEAGUE OF CITIES FREQUENTLY ASKED QUESTIONS (FAQS) "MEDICAL MARIJUANA REGULATION AND SAFETY ACT." (December 16, 2015)
3. PLANNING COMMISSION RESOLUTION RECOMMENDING TOWN COUNCIL APPROVAL OF RESOLUTION

ATTACHMENT 1

Proposed Resolution 01/2016

RESOLUTION NO. 01/2016

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CORTE
MADERA AFFIRMING THE PROHIBITION OF THE COMMERCIAL
CULTIVATION OF MEDICAL MARIJUANA**

WHEREAS, on October 9, 2015, Governor Brown signed the Medical Marijuana Regulation Act, consisting of Assembly Bills 243, 266, and Senate Bill 643 (MMRSA), effective January 1, 2016, which establishes a comprehensive State licensing and regulatory framework for the cultivation, delivery, and sale of medical marijuana; and

WHEREAS, Health & Safety Code section 11362.777(b)(3), which is contained within the MMRSA, provides that the Department of Food and Agriculture may not issue a State license to cultivate medical marijuana within a city that prohibits cultivation under principles of permissive zoning; and

WHEREAS, the MMRSA provides that local agencies who wish to prohibit the commercial cultivation of marijuana within their jurisdictions must explicitly prohibit such cultivation by March 1, 2016, after which time the State will become the sole licensing authority over medical marijuana cultivation; and

WHEREAS, Town of Corte Madera Municipal Code Section 18.02.050 was adopted and operates under the principles of permissive zoning, under which those uses which do not specifically constitute a permitted or conditionally permitted use are prohibited; and

WHEREAS, the commercial cultivation of marijuana is not listed as a permitted or conditionally permitted use in any of the Town's zoning districts, including overlay districts;

WHEREAS, Town of Corte Madera Municipal Code Section 18.02.110 expressly prohibits any use that is in violation of lawful federal or state statute. The commercial cultivation and use of marijuana for medicinal purposes as allowed under California state law is a violation of federal law.

WHEREAS, the Town of Corte Madera Planning Commission, at its January 12, 2016 Planning Commission meeting, approved a resolution recommending that the Town Council affirm the existing prohibition of commercial cultivation of medical marijuana at this time; and

WHEREAS, the Town Council of the Town of Corte Madera affirms commercial cultivation of medical marijuana is prohibited based on the principles of permissive zoning contained in Town of Corte Madera Municipal Code Title 18 (Zoning Ordinance); and

WHEREAS, the Town Council of the Town of Corte Madera affirms that medical marijuana cultivation is prohibited based on the principles that it violates federal law contained in Town of Corte Madera Municipal Code Title 18 (Zoning Ordinance); and

WHEREAS, this Resolution is not subject to the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15060(c)(2), as the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment; and Guidelines Section 15060(c)(3) as the activity is not a project as defined in Guidelines Section 15378, because it has no potential for resulting in physical change to the environment directly or indirectly.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Corte Madera that:

1. Commercial cultivation of marijuana is prohibited within the Town of Corte Madera because it is not expressly permitted.
2. Commercial cultivation of marijuana is prohibited within the Town of Corte Madera because it is currently a violation of federal law.
3. The State of California is not allowed to issue a license for medical marijuana cultivation businesses within the Town of Corte Madera.
4. The Town Council affirms the existing prohibition of the commercial cultivation of medical marijuana and continues such prohibition at this time.

I hereby certify that the foregoing resolution was duly and regularly adopted by the Town Council of Corte Madera at a regular meeting held on the 19th day of January, 2016 by the following vote, to wit:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

Sloan Bailey, Mayor

ATTEST:

Rebecca Vaughn, Town Clerk

ATTACHMENT 2

CALIFORNIA LEAGUE OF CITIES INFORMATION RELATED TO COMMERCIAL CULTIVATION LEGISLATION

Medical Marijuana Regulation and Safety Act¹ What Cities Need to Know About the New Law

Overview -- Here's what you need to know:

- **Local prohibition or regulation:** Cities may prohibit or regulate medical marijuana businesses within their jurisdictions. **Local authority remains intact under the new law.**
- **State license required:** All medical marijuana businesses – dispensary sales, delivery service, cultivation, or transport – must have a State license².
- **State license not enough:** A medical marijuana business in any city may only operate if it has permission from the State **and** permission from the city (“dual licensing”).
- **Enforcement:** Revocation of local permission to operate means a medical marijuana business must terminate operation because the new law requires dual licensing. Upon approval of the State, a city may enforce State law.
- **State law penalties for unlicensed activity:** There are civil penalties and criminal penalties for operating without a State license.

Cultivation -- Here's what you need to know:

If your city does **not** have a land use ordinance in place regulating or prohibiting the cultivation of marijuana, *either expressly or otherwise under the principles of permissive zoning*, or chooses not to administer a conditional permit program, then commencing **March 1, 2016**, the State Department of Food and Agriculture will be the sole licensing authority for medical marijuana cultivation applicants.

Cultivation -- Here's what you need to do:

Determine if your city fits within City #1 or City #2 as described below:

- **City #1:** Municipal Code that does not expressly prohibit nor expressly regulate cultivation of medical marijuana and is not a “permissive zoning” code. **Need to take action.**

ACTION REQUIRED: Adopt a land use ordinance regulating or prohibiting the cultivation of medical marijuana. The ordinance must be effective by February 28, 2016. The ordinance may be adopted as an “urgency ordinance,” or second reading must occur on or before January 29, 2016.

¹ AB 266 (Bonta, Cooley, Jones-Sawyer, Lack, Wood); AB 243 (Wood); and SB 643 (McGuire). Effective 1/1/2016.

² The Department of Consumer Affairs estimates it will begin issuing State licenses in January 2018. The Department of Food and Agriculture and the Department of Public Health also have licensing authority under the new law. Businesses operating in compliance with local ordinances will get priority in the State licensing application process.

- City #2: Municipal Code that is a “permissive zoning” code and does not enumerate cultivation of medical marijuana as a permitted or conditional use. **Need to take action.**

ACTION REQUIRED: (1) Check and confirm that your city’s zoning code is adopted and implemented under the principles of permissive zoning. If not, take action recommended for City #1. (2) If confirmed, adopt a resolution that includes the following provisions:

- States that Health & Safety Code section 11362.777(b)(3) provides that the Department of Food and Agriculture may not issue a State license to cultivate medical marijuana within a city that prohibits cultivation under principles of permissive zoning;
- Re-affirms and confirms that the Zoning Code is adopted and operates under the principles of permissive zoning;
- States this means that cultivation of marijuana is not allowed within City #2 because it is not expressly permitted; and
- Therefore, the State is not allowed to issue a license for the cultivation of medical marijuana within City #2.

Delivery -- Here’s what you need to know:

If a city does not expressly prohibit the delivery of medical marijuana within its jurisdiction, delivery will be allowed (with a State dispensary license). This means that if your city wishes to prohibit the delivery of medical marijuana within its jurisdiction, the city must adopt an ordinance expressly prohibiting delivery services and mobile dispensaries.

Delivery -- Here’s what you need to do:

- Determine whether your city currently bans delivery services for medical marijuana.
- If you have a ban, determine whether it is an affirmative ban, or a ban enacted via permissive zoning (i.e., it is not listed in your zoning or other codes as a permitted activity within the city limits).
- If you have an affirmative ban specifically identifying marijuana deliveries as a prohibited activity, you do not need to take further action.
- If you wish to prohibit delivery services but do not have an express ban, **you need to take further action.**

ACTION REQUIRED: Adopt an ordinance expressly banning deliveries within your jurisdiction. If you do not adopt an express ban ordinance before the State begins issuing any State licenses, a State-licensed dispensary will be able to deliver medical marijuana within your jurisdiction. Therefore, any ordinance must be in place before the State begins issuing State licenses. The State currently estimates that it will begin issuing dispensary licenses in January 2018, but that could certainly happen sooner.

Be sure to consult with your city attorney before taking any of the actions recommended in this document.

League of California Cities®
October 27, 2015



Frequently Asked Questions (FAQs)

Medical Marijuana Regulation and Safety Act¹

Topic #1: Cultivation

*The State will be the sole licensing authority for the commercial cultivation of medical marijuana unless a city adopts a land use regulation or ordinance regulating or prohibiting the cultivation of marijuana — either expressly or otherwise under the principles of permissive zoning. The land use regulation or ordinance must take effect before **March 1, 2016**.²*

Question: If a city wants to enact a total ban on cultivation, can the ban include cultivation for personal use?

Answer: Yes. Under *Live Oak*³, a city can ban all marijuana cultivation — even cultivation of small amounts by qualified patients. The *Live Oak* ban had no exceptions for personal use by a qualified patient. The new legislation does not change the law in this regard.

Question: Must a city's ordinance prohibiting cultivation make an exception for personal medical marijuana cultivation of up to 6 mature or 12 immature plants?⁴

Answer: No. In the *Live Oak* case, the California Court of Appeal upheld the city's total ban on all marijuana cultivation. That authority is preserved under the new legislation.

Question: Is a person who cultivates marijuana for his or her personal medical use required to get a cultivation license from the State?

¹ AB 266 (Bonta, Cooley, Jones-Sawyer, Lack, Wood); AB 243 (Wood); and SB 643 (McGuire). Effective 1/1/2016. Please consult your City Attorney before taking action to implement the MMRSA. The answers to these FAQs may be different in your city based upon your municipal code, regulations, and policies.

The answers do not constitute legal advice from the League of California Cities®.

² Health & Safety 11362.777(c).

³ *Maral v. City of Live Oak* (2013) 221 Cal.App.4th 975.

⁴ Health & Safety Code 11362.77 allows a qualified patient to cultivate 6 mature or 12 immature plants without criminal liability.

December 16, 2015

Answer: No, if the area used for cultivation does not exceed 100 square feet, or 500 square feet for a primary caregiver with no more than five patients.⁵ If the areas exceed these limits, then a State license is required. The exemption from the State licensing requirements does not prevent a city from regulating or banning cultivation by persons exempt from State licensing requirements.⁶

Question: Can a city prevent the State from becoming the sole licensing authority for cultivation by adopting an ordinance (that takes effect before March 1, 2016) that permits the cultivation of six plants per residence?

Answer: Yes. The State becomes the sole licensing authority for cultivation as of March 1, 2016 if a city does not have a land use regulation or ordinance "regulating or prohibiting the cultivation of marijuana" that has taken effect before March 1. An ordinance permitting cultivation under certain specific conditions (not more than six plants per residence) is an ordinance "regulating" marijuana cultivation and therefore qualifies. However, in order to be completely clear, the City Attorney may wish to determine whether it is advisable to prohibit all other types of cultivation as part of the ordinance.

Question: Must the cultivation prohibition be adopted as part of a city's zoning code? Could it be adopted instead under the city's business licenses and regulations?

Answer: It is not possible to answer "yes" or "no." AB 243 requires a "land use regulation or ordinance." Whether the phrase "land use" requires a zoning ordinance is a question for the city attorney to answer based on the particular language of the city's municipal code.

Question: Can a city ban large growers but still allow qualified patients to cultivate a small amount of medical marijuana in their private residences?

Answer: Yes. There's nothing in the legislation that requires a total ban. The most important consideration is to clearly identify cultivation that is prohibited and cultivation that is allowed and to do so with an ordinance that takes effect before March 1, 2016.

Question: Is a temporary land use moratorium (under Government Code section 65858) on medical marijuana cultivation that is effective before March 1, 2016 sufficient to prevent the State from having sole licensing authority under the new law for medical marijuana cultivation applicants in that city?

⁵ Business & Professions Code 19319; Health & Safety 11362.777(g).

⁶ Health & Safety Code 11362.777(g)

December 16, 2015

Answer: Probably not. Some attorneys think that a temporary land use moratorium is not sufficient because the new law requires a land use regulation or ordinance that prohibits or regulates cultivation. Because a moratorium adopted under Government Code 65858 would only temporarily prohibit cultivation, it may not qualify as a land use ordinance that “prohibits” cultivation. Be sure to consult your city attorney on this question.

Question: Can a local medical marijuana cultivation ordinance be enacted on an urgency basis in order to comply with the March 1, 2016 deadline in the new legislation?

Answer: Probably so. The special findings required for an urgency ordinance adopted under Government Code 36937 could be based upon the March 1 statutory deadline. Some attorneys think that this type of urgency ordinance cannot be used to adopt a land use ordinance. Be sure to consult your city attorney on this question.

Topic #2: Delivery

*Deliveries of medical marijuana can only be made by a State-licensed dispensary in a city that does not explicitly prohibit deliveries by local ordinance. If a city wants to prevent deliveries within its jurisdiction, it must adopt an ordinance expressly prohibiting them.*⁷

Question: Is there a deadline for adopting an ordinance explicitly prohibiting deliveries?

Answer: There is no deadline in the new law. However, best practice would be to adopt the ordinance prior to the date the State begins issuing licenses allowing deliveries so as to reduce the risk of confusion and to avoid the process of requesting the State to terminate the operations of a dispensary making deliveries within the city.

The legislation does not specify a deadline for the State to begin issuing any category of license. The State is generally expected to begin issuing licenses on January 1, 2018, but it could begin sooner.

Question: What are the quantities that delivery services will be authorized to transport?

Answer: The amount that local delivery services will be authorized to carry will be determined by the Bureau of Medical Marijuana Regulation within the Department of Consumer Affairs. The determination will be based on security considerations, cash value, and other factors. The amount will be a statewide threshold, authorized for delivery primarily to patients, primary caregivers, and testing labs. Larger amounts will not be considered “delivery” but rather “transport” triggering heightened security requirements while the product is being moved.

⁷ Health & Safety 19340.

December 16, 2015

Topic #3: Dispensaries and Retail Operations

Question: Will cities still be able to ban dispensaries?

Answer: Yes. Cities currently have the ability to enact bans on dispensaries and other marijuana retail operations. The new law will not change that, and in fact requires a local permit and a State license before a marijuana business can begin operations within a specific jurisdiction. Cities will retain the discretion to deny permits or licenses to marijuana dispensaries.

Question: Can a city allow dispensaries and prohibit delivery services?

Answer: Yes. But cities should be aware that if they wish to prohibit delivery services, an ordinance prohibiting delivery services is required.

Topic #4: Other Questions

Question: Does the new legislation make any distinction between “not-for-profit” and “for profit” medical marijuana businesses?

Answer: No. There is no distinction in the new legislation between medical marijuana businesses that operate “for profit” and those that operate on a “not-for-profit” basis. The new law does not mandate that dispensaries or other businesses operate under either business model.

Question: Are marijuana edibles covered under the new legislation? Is there a separate designation for them under the new law, with additional State regulatory requirements?

Answer: The new legislation directs the State Department of Public Health (DPH) to develop standards for the production and labeling of all edible medical cannabis products (Business & Professions Code section 19332(c)). A license is required from DPH to “manufacture” edibles. The DPH standards are “minimum standards.” A city may adopt additional stricter standards, requirements and regulations regarding “edibles” (Business & Professions Code section 19316(a)). Cities also retain their ability to license and regulate edible sales or distribution.

Question:The new law says: "upon approval of the state, cities may enforce state law". If an existing medical marijuana dispensary does not have both licenses (State and city), then must a city wait for the State to approve shutting the dispensary down before a city can cite the dispensary or otherwise seek to shut it down under the city's ordinances and regulations?

Answer: No. A city may enforce its own ordinances and regulations against the dispensary since a medical marijuana dispensary cannot operate lawfully unless it complies with all local ordinances and regulations.

Question: Does a P.O. Box qualify as a medical marijuana business location? Is that considered a “use” in a city?

December 16, 2015

Answer: The answer to this question depends upon a city's municipal code. The State law prohibits a person from engaging in commercial cannabis activity without possessing both a State license and a local permit, license or other authorization. A State licensee may not commence activity under the authority of a State license until the applicant has complied with all requirements of the applicable local ordinance (Business & Professions Code section 19320). A city's municipal code will determine whether a "use" includes a post office box.

Question: Does the new law address extraction of THC, butane or other substances from marijuana?

Answer: The new law does not specifically address the issue of extraction at all — other than to acknowledge very generally that extraction falls within the definition of manufacturing, and that medical marijuana or a product derived from it may contain extracts.

Question: Since patients and primary caregivers are exempt from the licensing requirement under specified circumstances, how will that work if they are also owners of a dispensary or cultivation site?

Answer: A primary caregiver or qualified patient who seeks to operate a dispensary or cultivation site is subject to the same State licensing requirements and local permitting requirements as any other person.

Question: What types of medical marijuana businesses require a State license?

Answer: The new law creates six State licensing categories: Dispensary, Distributor, Transport, Cultivation, Manufacturing, and Special Dispensary Status for licensees who have a maximum of three dispensaries. Any person or entity wishing to operate under a State license must also comply with all local requirements.

Question: Several initiative measures to legalize recreational marijuana have been filed with the Attorney General in advance of the November 2016 ballot. Should a city be considering prohibiting or regulating recreational marijuana at this time?

Answer: No. The new law does not address recreational use of marijuana. It adds a licensing structure for businesses that wish to serve those qualified patients and primary caregivers who use medical marijuana for their personal use. The League of California Cities is following the various recreational marijuana initiative measures that have been filed with the Attorney General. There is no need for a city to take any action at this time. If a city is interested in following these measures, more information can be found at: <https://www.oag.ca.gov/initiatives/active-measures>.

Question: Does the new law protect the privacy of patients and primary caregivers?

Answer: Yes. Patient and primary caregiver information is confidential and not subject to disclosure under the California Public Records Act, except as necessary for employees of 6

December 16, 2015

the State or any city to perform official duties.

Question: Is there a provision in the new law giving business operators priority for State licensing if they can show that they are in compliance with local ordinances? If so, what is the purpose of this provision?

Answer: Yes. The State licensing authority is required to prioritize any facility or entity that can demonstrate to the authority's satisfaction that it was in operation and in good standing with the local jurisdiction by January 1, 2016. This provision is intended as an incentive for business operators to be in compliance with local ordinances, to ease any difficulties local governments may have in launching their local regulatory structures, and to help expedite the initial phase of issuing state licenses.

Question: Does the new law address food trucks that sell marijuana edibles?

Answer: No. The operation of food trucks are within the control and regulation of cities and county health departments.

PLEASE NOTE: This document will be updated periodically, as needed, and will remain available at www.cacities.org. As noted above, each city should consult with its city attorney on all of these issues. The answers to these FAQs do not constitute legal advice from the League of California Cities®.

ATTACHMENT 3

Planning Commission Resolution No. 16-001

BEFORE THE TOWN OF CORTE MADERA PLANNING COMMISSION

In the Matter of:

Recommendation to the Town of Corte Madera Town Council approving the adoption of a Resolution Affirming the Prohibition on Commercial Cultivation of Medical Marijuana in the Town of Corte Madera.

Resolution No. 16-001

Adoption Date: 1/12/2016

Appeal Period Ends: NA

WHEREAS, on October 9, 2015, Governor Brown signed the Medical Marijuana Regulation Act, consisting of Assembly Bills 243, 266, and Senate Bill 643 (MMRSA), effective January 1, 2016, which establishes a comprehensive State licensing and regulatory framework for the cultivation, delivery, and sale of medical marijuana; and

WHEREAS, Health & Safety Code section 11362.777(b)(3), which is contained within the MMRSA, provides that the Department of Food and Agriculture may not issue a State license to cultivate medical marijuana within a city that prohibits cultivation under principles of permissive zoning; and

WHEREAS, the MMRSA provides that local agencies who wish to prohibit the cultivation of marijuana within their jurisdictions must explicitly prohibit such cultivation by March 1, 2016, after which time the State will become the sole licensing authority over medical marijuana cultivation; and

WHEREAS, Town of Corte Madera Municipal Code Section 18.02.050 was adopted and operates under the principles of permissive zoning, under which those uses which do not specifically constitute a permitted or conditionally permitted use are prohibited; and

WHEREAS, the commercial cultivation of marijuana is not listed as a permitted or conditionally permitted use in any of the Town's zoning districts, including overlay districts;

WHEREAS, Town of Corte Madera Municipal Code Section 18.02.110 expressly prohibits any use that is in violation of lawful federal or state statute. The commercial cultivation and use of marijuana for medicinal purposes as allowed under California state law is a violation of federal law.

WHEREAS, the Planning Commission of the Town of Corte Madera affirms commercial cultivation of medical marijuana is prohibited based on the principles of permissive zoning contained in Town of Corte Madera Municipal Code Title 18 (Zoning Ordinance); and

WHEREAS, the Planning Commission of the Town of Corte Madera affirms that medical marijuana cultivation is prohibited based on the principles that it violates federal law contained in Town of Corte Madera Municipal Code Title 18 (Zoning Ordinance); and

WHEREAS, this Resolution is not subject to the California Environmental Quality Act

(CEQA) pursuant to Guidelines Section 15060(c)(2), as the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment; and Guidelines Section 15060(c)(3) as the activity is not a project as defined in Guidelines Section 15378, because it has no potential for resulting in physical change to the environment directly or indirectly.

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the Town of Corte Madera that:

1. Commercial cultivation of marijuana is prohibited within the Town of Corte Madera because it is not expressly permitted.
2. Commercial cultivation of marijuana is prohibited within the Town of Corte Madera because it is currently a violation of federal law.
3. The State of California is not allowed to issue a license for medical marijuana cultivation businesses within the Town of Corte Madera.
4. The Planning Commission is recommending the Town Council affirm the existing prohibition of the commercial cultivation of medical marijuana and continue such prohibition at this time.

* * * * *

PASSED AND ADOPTED by the Corte Madera Planning Commission on January 12, 2016, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Peter Chase, Chair

Adam Wolff, Planning Director



CORTE MADERA TOWN COUNCIL
STAFF REPORT

Report Date: January 13, 2016
Meeting Date: January 19, 2016

TO: TOWN MANAGER, MAYOR AND MEMBERS OF THE TOWN COUNCIL
FROM: REBECCA VAUGHN, TOWN CLERK
SUBJECT: **APPOINTMENT OF DAVID BELL TO THE FLOOD CONTROL BOARD
TO FILL A VACANT SEAT WITH TERM EXPIRING JUNE 30, 2017**

STAFF RECOMMENDATION:

That the Town Council Appoint David Bell to the Flood Control Board.

TOWN MANAGER RECOMMENDATION:

Approve staff recommendation.

BACKGROUND:

Staff recommends appointment of David Bell to fill the remainder of a vacant two-year term effective immediately and expiring on June 30, 2017. The Town Clerk issued a public notice seeking applicants for appointment on April 15, 2015. The deadline for receipt of applications was extended through June 8, 2015. No applications were received for the Flood Control Board. Outside of the open application period, the Town Clerk accepts applications for vacant seats on an on-going basis.

The Town Clerk received an application from David Bell on January 4, 2016, in which he expressed interest in appointment to the Flood Control Board. Mr. Bell has a strong background in engineering and residence is located in the FEMA-designated flood zone, in proximity to Corte Madera Marsh. Staff believes that he would serve the community's interests well on the Flood Control Board and recommends appointment.

Attachment:

- 1) David Bell Application for Appointment to the Flood Control Board received January 4, 2016.

TOWN OF CORTE MADERA

APPLICATION
FOR APPOINTMENT TO BOARDS, COMMISSIONS AND
COMMITTEES

NAME: David C. Bell DATE: January 5, 2016

ADDRESS: (Home) 33 Echo Ave
Corte Madera, CA 94925

PHONE: Home 415-945-8861; Cell 415-320-3405

ADDRESS: (Business) _____

Work PHONE: 415-977-8845

EMAIL ADDRESS: dcbell14@gmail.com

BOARD, COMMITTEE OR COMMISSION DESIRED: Flood Control, or any

STATEMENT OF INTEREST AND/OR QUALIFICATIONS:

I want to be involved and contribute to my town and neighborhood. I have educational background in engineering.

STATEMENT REGARDING KNOWLEDGE OF CORTE MADERA AND ANY PAST OR PRESENT
COMMUNITY INVOLVEMENT:

Lions Club member.

I live near the Marsh, and am in a FEMA flood zone

PERSONAL INFORMATION (How long have you lived in Corte Madera, family size, etc.)

Resident of Corte Madera since 2008.

No other family

If you are not selected at this time, may we keep your application on file for future
consideration? YES: x NO: _____

MAIL OR DELIVER TO: Rebecca Vaughn, Town Clerk/300 Tamalpais Drive/Corte Madera
94925 OR EMAIL TO: rvaughn@tcmmail.org

1 DRAFT

2
3 MINUTES OF DECEMBER 15, 2015

4
5 REGULAR MEETING
6 OF THE
7 CORTE MADERA TOWN COUNCIL
8

9 Mayor Bailey called the Regular Meeting to order in the Town Hall of the Town of Corte
10 Madera on December 15, 2015 at 6:30 p.m.

11
12 **1. ROLL CALL:**

13
14 Councilmembers Present: Mayor Bailey, Vice Mayor Furst and Councilmembers Andrews,
15 Condon and Lappert

16
17 Councilmembers Absent: None

18
19 Staff Present: Town Manager/Town Engineer David Bracken
20 Director of Administrative Services/Town Treasurer George T.
21 Warman, Jr.
22 Town Attorney Randy Riddle
23 Director of Planning and Building Adam Wolff
24 Senior Planner Phil Boyle
25 Lt. Theo Mainaris, CMPA
26 Town Clerk/Assistant to the Town Manager Rebecca Vaughn
27

28 The Town Council convened to Closed Session at 6:32 p.m.

29
30 **CLOSED SESSION**

31
32 **CONFERENCE WITH LEGAL COUNSEL ANTICIPATED LITIGATION**

33 Initiation of litigation pursuant to Cal. Gov't Code section 54956.9(d)(4)
34 Number of potential cases: one (possible intervention or other participation in
35 *Silber v. Doherty*
36 *Company* quiet title action, Marin Superior Court No, 1503687)
37

38 **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION**

39 Significant exposure to litigation pursuant to Cal. Gov't Code section 54956.9(d)(3)
40 Number of potential cases: One
41

42 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

43 Property: Gravel overflow parking lot on Redwood Highway (north of Nordstrom at
44 The Village at Corte Madera) APN 0240319

1 Agency negotiator: David Bracken
2 Negotiating parties: Macerich (Garrett Newland and Cecily Barclay)
3 Under negotiation: Whether, and under what terms, the property could potentially
4 be leased or sold.
5

6 **OPEN SESSION**
7

8 The Town Council adjourned Closed Session at 7:28 p.m. and reconvened its Regular
9 Meeting in Open Session at 7:30 p.m. Mayor Bailey announced there was no reportable
10 action, but he said the Council discussed the gravel lot in the Village Shopping Center and
11 the Council authorized their Town Manager to begin to explore options about what is
12 available there and a discussion will be agendized to invite public comment in January to
13 provide input regarding the property. At that time staff will hopefully have some
14 information to report and the Town will begin to solicit input.
15

16 There was no reportable action on other two items, but he stated the Council will agendize
17 a discussion in February regarding Laurel Lane and trails, and to garner input from the
18 Christmas Tree Hill Dwellers Association regarding maintenance and upkeep.
19

20 Mayor Bailey said since this is the Town's 100th anniversary, he wanted to begin each
21 meeting with a fact about Corte Madera. He presented a book edited by Janna Haehl, "A
22 History of Corte Madera" and announced the following:
23

24 *"On June 12, 1916 the citizens of Corte Madera voted 140-46 in favor of*
25 *incorporation and immediately the first Mayor of the Town became a man by*
26 *the name of Benjamin Schooler.*
27

28 **SALUTE TO THE FLAG:** Mayor Bailey led in the Pledge of Allegiance.
29

30 **2. PRESENTATIONS - None**
31

32 **3. OPEN TIME FOR PUBLIC DISCUSSION**
33

34 CLIFF OLSEN, 28 Mohawk, spoke about Airbnb's and associated regulations on vacation
35 rentals in Corte Madera, stating there are more and more homes being used as Airbnb's. He
36 asked that the Council consider business licenses and off-street parking regulations.
37

38 JIM FRAZER, Tiburon Councilmember, introduced Bob McCaskill, Belvedere
39 Councilmember said he wanted to share information regarding the "Yellow School Bus
40 Challenge 2.0". On behalf of the Towns of Tiburon and Belvedere and the Reed Union
41 School District, he thanked Corte Madera for helping them bring forward a successful
42 program for this school year. They brought together many county and city elected officials,
43 school parents, Godbe Research Consultants, the Tiburon Police Chief and they crafted a

1 challenge for this program which was successful. Corte Madera helped them succeed by
2 participating in helping fund the program. They want to continue the program for the next
3 two years. They shared the school bus riding experience with several aged students, said
4 they have a good foundation to move the program forward and they also recognize they
5 had some problems, but have been able to work through them. When buses did not show
6 up, students got to ride in police cars to school which they liked. He asked Councilmember
7 McCaskill to share some information in terms of the difference they made in their
8 respective communities.

9
10 BOB MCCASKILL, Belvedere Councilmember, stated they sold over 1,300 one-way bus
11 passes which was equivalent to about 650 round-trip passes or 44% of students who
12 purchased passes in the school district for the year. About 10% of Reed School District
13 students live in Corte Madera and 15% of the bus passes sold were to East Corte Madera
14 families. Regarding results, they were fortunate enough that Marin Transit runs a regular
15 bus every 30 minutes up and down Tiburon Boulevard and it is a GPS-tracked vehicle so
16 they know what time it makes its stops. Marin Transit pulled their data to compare travel
17 times on Tiburon Boulevard this October and a year ago October in the morning at school
18 start times and at the end of the school day. They determined there was a 46% drop in
19 transit times on Tiburon Boulevard in the morning, and a 39% drop in the afternoon.

20
21 Councilmember McCaskill said unfortunately Marin Transit does not have the data for
22 Paradise Drive but he could confirm that there was a reduction in traffic in both times on
23 Paradise Drive. The total program cost was \$250,000 and the Corte Madera Council
24 donated \$25,000 toward this effort with the balance being funded by Tiburon and
25 Belvedere. He said they are before the Council to first thank the Council and also say how
26 successful the program was in reducing traffic congestion but also providing safe and
27 efficient transportation for students to and from school. They are beginning to look at how
28 improvements can be made to next year's program, how to find permanent financing for
29 the program, and a committee is meeting almost every other week to explore the
30 possibility of implementing a small parcel tax that might fund the program in the longer
31 term. He said they will keep Corte Madera advised as to how these plans develop and he
32 thanked the Council.

33
34 Mayor Bailey thanked Councilmembers Frazer and McCaskill for attending the meeting and
35 relaying the success of the program.

36
37 NANCY LAY, 28 Mohawk, spoke of concerns regarding 30 Mohawk Drive next door to her.
38 She stated a deck overlooks their backyard that extends across the bulk of the western face
39 of the house. It is elevated 36" above the ground and it directly impedes upon their privacy.
40 The kitchen window for the new remodeled house looks directly into their master bedroom
41 as well. She said there is only one off-street parking space and the permit for the house
42 from 1984 granted a second unit indicates that there should be a second off-street parking
43 space which does not exist and is not shown in the plans for the current remodel. She said

1 she believes the off-street parking spaces and the elevated deck by code should have been
2 required to be included in the lot coverage ratios, and she did not believe this was done for
3 this house. Additionally, she said the house did not follow the demolition permit and she
4 questioned why there were no repercussions from this in terms of a fine. The house also
5 has very few existing framing members and has a new roof height. She was not sure if the
6 remodel qualifies as a remodel or new construction and asked the Town to look into this.
7 Lastly, she said if she is reading the copy of Section 19851 from the California Health and
8 Safety Code, it states that the architect must agree to release their drawings because they
9 are copyrighted. Because she cannot make copies of the plans to better understand them, if
10 the project were to go to a public hearing it is posted at the Post Office or at Town Hall.
11 Therefore, she did not understand what the difference is.

12
13 Lastly and unrelated to 30 Mohawk, she said the story poles at the Best Western
14 Renaissance project do not fully convey the scale of the project. She drove by the project
15 which shows just a couple of corners along the freeway frontage and on the northern side
16 of the project. She said after what occurred with WinCup where story poles did not convey
17 the massing, she thinks it is important for Town residents as to what they should be
18 expecting.

19
20 Mayor Bailey noted that the Council does not respond to discussion or matters brought up,
21 but comments such as the Airbnb issue might be agendized for future discussion and
22 planning staff can respond to questions based on Ms. Lay's comments.

23
24 JANE LEVINSOHN, 32 Tamal Vista, spoke of a proposed store going in at the corner of
25 Wornum Drive and Tamal Vista called Andy's Mart or Andy's Local. She distributed
26 pictures of the Andy's Mart in Sun Valley, stated their hours are 7:00 a.m. until 8:00 p.m.
27 and consists of a small delicatessen and some café style seating. She was told it would just
28 serve bikers and walkers and thinks will be used heavily by Redwood High School students,
29 causing horrible traffic congestion.

30

31 **4. COUNCIL AND TOWN MANAGER REPORTS**

32

33 - Town Manager Report:

34

35 Town Manager Bracken gave the following report:

- 36 • Larkspur City Manager Dan Schwarz and he met with Jim Irving to discuss his work
37 studying shared fire department shared services and shared personnel. Mr. Irving
38 discussed how fire departments work and the need for various personnel, the need
39 for Battalion Chiefs, a Captain, the need for a fire station, various response times, the
40 different functions of firefighters, and how some of those personnel could be shared
41 between agencies. They will all meet again and discuss the financial impacts of
42 various scenarios of shared services and afterwards will get together with
43 subcommittees of Larkspur and Corte Madera. He said it was very interesting and

1 enlightening to see the importance of the different positions and how the
2 departments fight fires.

3
4 - Council Reports

5
6 Councilmember Lappert gave the following report:

- 7
- 8 • He was unable to attend the Ross Valley Paramedic Authority; and
 - 9 • He attended the Marin Telecommunications Committee which offers services to
10 televise and post meetings on websites, and he offered them the opportunity to
11 present to the Corte Madera Council

12• Vice Mayor Furst gave the following report:

- 13
- 14 • She attended and reported on the recent Central Marin Sanitation meeting:
 - 15 ○ A recycled water feasibility study has been conducted which looks at ways to
16 re-use water after it is sanitized and can be found on CMSA's website.
 - 17 ○ Public Works should be receiving notice of CMSA's truck filling station where
18 water can be used to flush sewer lines, watering certain medians and other
19 limited uses.
 - 20 ○ Water that goes through the sanitation process is high in salinity mostly due
21 to Bay water infiltrating through cracks in the sewers.
 - 22 ○ Any kind of an implementation for a full potable re-use system which is
23 beginning to be used in Southern California for drinking water will need to be
24 checked due to saline levels.
 - 25 ○ The cost for full potable re-use costs less than a simple re-use of partially
26 treated water.
 - 27 ○ CMSA is reaching out to Marin Municipal Water District to start talks about
28 whether this is something to pursue.
 - 29 • She attended the TAM meeting and learned that ABAG is beginning to look at local
30 policies that help jurisdictions to retain moderate priced housing and limiting units
31 getting gentrified. This is tangentially related to the OBAG-2 funding measure and
32 she will receive more information in January.
 - 33 • The MTC Board approved \$275,000 for consultants to research their potential
34 consolidation with ABAG. Formal results are due June 1st.
 - 35 • MTC has also committed \$1 million to build the San Rafael to Larkspur SMART
36 segment rail line. This was negotiated between SMART and some cyclists related to
37 the bike path in Central San Rafael. Congressman Jared Huffman helped to negotiate
38 this, and it looks like the SMART rail line is moving forward.
 - 39 • The Richmond-San Rafael Bridge is at 95% designed and the design should be
40 released within the next week. Efforts to open the third lane continue and there are
41 plans for potential improvements on East Sir Francis Drake and the Bellam exit
42 which backs up on the freeway.
 - 43 • She learned yesterday that the ramp metering project is out of funds. The
jurisdictions in San Mateo were very involved in negotiations and this was

1 something the TAM Board discussed and was disappointed that MTC did not allow
2 each of the Marin jurisdictions to be more involved in the project. TAM gave a
3 presentation in April 2015 and TAM will be inviting Public Works staff to a meeting
4 within the next two months and she hoped that Senior Civil Engineer Patel keep the
5 Council up to date on the ramp metering.

- 6 • She also attended a meeting on Safe Routes to School. The representative from
7 Larkspur and she would like to figure out how they can better utilize TAM resources
8 for something beyond this scope. This also ties into their BPAC and other
9 transportation decisions and she asked for ideas on how to work with the school
10 communities, coordinate this with BPAC and meet with the TAM representative.

11•
12• Councilmember Condon gave the following report:

- 13 • She reported on her attendance at the Centennial meeting yesterday as follows:
 - 14 ○ The Town's 100th birthday is just a little over two weeks away.
 - 15 ○ On behalf of the Lion's Club, there will be a New Year's Eve party which will
16 be a great event.
 - 17 ○ Tickets are available at the Corte Madera Lion's website which are selling
18 fast.
 - 19 ○ The party will include a band, food, presentation of the new Corte Madera
20 Centennial wine which was bottled specifically for the Town's centennial.
 - 21 ○ Three Birds at Corte Madera Square is selling the wine on behalf of the
22 celebration.
 - 23 ○ All commemorative apparel and gifts will be available for purchase at the
24 Recreation Center Monday through Thursday from 9:00 a.m. to 5:00 p.m. She
25 invited people to view the www.cortemadera100.com website to see all of
26 the different items available.
 - 27 ○ Restoration Hardware has generously volunteered to completely transform
28 the Recreation Center for the party.
- 29 • This Friday at 7:00 p.m. will be a free Corte Madera Holiday Concert.
- 30 • She was re-appointed to the League of California Cities Housing Community and
31 Economic Development Policy Committee and will continue serving in 2016.

32•
33 Councilmember Andrews said he had no report.

34
35 Mayor Bailey gave the following report:

- 36 • They Marin County Council and Mayors Committee (MCCMC) did not hold a meeting
37 this month.
- 38 • He met today on behalf of Marin County and a representative from Marin Clean
39 Energy at the CPUC with a representative of one of the Commissioners' Office to try
40 and reduce energy rates in the County. The PCIA (Power Charge Indifference
41 Adjustment) charge is a back charge people pay to PG&E to make up for contracts
42 they had entered into before all of Marin County left PG&E and formed its own

1 Community Choice Aggregation which is less than PG&E rates. A 5% PCIA rate
2 increase will go before the CPUC on Thursday for approval.

- 3 • He and others Councilmembers and the Town Manager received inquiries regarding
4 a report recently released regarding the amount the Town pays to its employees and
5 average rates. They attempted to provide response to this which were truncated in
6 the public record, and he offered employees to contact him or other
7 councilmembers or staff and they will do their best to provide answers.
8 • He asked staff to agendize a future discussion regarding airbnb's in Corte Madera.
9

10 Vice Mayor Furst commented that there was significant discussion in Tiburon regarding
11 airbnb's and she suggested contacting them for information which might assist the Town.
12

13 George Topor requested that he be allowed to provide public comments on the Town
14 Manager and Town Council Reports, and Mayor Bailey asked for the Town Attorney to
15 opine on whether or not to allow public comment for these items.
16

17 Town Attorney Riddle stated the Brown Act speaks to items which are before the Council
18 as a whole and not for individual comments by members of the Council. However, it was
19 up to the Council as to whether or not to allow it.
20

21 MOTION: Moved by Furst, seconded by Andrew, and approved unanimously by the
22 following vote: 4-1 (Ayes: Andrews, Condon, Furst and Bailey; Noes:
23 Lappert).
24

25 To re-open the Public Comment period
26

27 GEORGE TOPOR asked the Council if it is right in the spirit of the law or perception to be
28 accepting a gift from Restoration Hardware to decorate the Community Center, as
29 Restoration Hardware is a future applicant seeking zoning changes and other actions. He
30 realizes that they are providing the gift for the Lions Club; however, the Town owns the
31 building. He thinks there is an appearance and/or perception of gifting to the Town.
32

33 5. CONSENT CALENDAR 34

35 Mayor Bailey stated there is a request from planning staff to remove Item 5.II because of a
36 change to the report. He requested removing Item 5.III from the Consent Calendar, as well.
37

38 5.I Waive Further Reading and Authorize Introduction and/or Adoption of
39 Ordinances by Title Only. (Standard procedural action - no backup
40 information provided)
41

42 5.IV Approval of Warrants/Payroll 11/25/15 to 12/08/15
43 Report from Director of Administrative Services/Town Treasurer

1
2 MOTION: Moved by Furst, seconded by Lappert, and approved unanimously by the
3 following vote: 5-0 (Ayes: Andrews, Condon, Furst, Lappert and Bailey; Noes:
4 None).

5
6 To remove Items 5.II and 5.III and approve Consent Calendar Items 5.I and
7 5.IV.

8
9 Items Removed from the Consent Calendar:

- 10
11 5.II Adopt Resolution 54/2015 Endorsing the Tidalwaves Swim and Allowing a
12 Sign in the Public Right of Way on Madera Boulevard Across from Safeway
13 from December 21, 2015 to February 8, 2016 Advertising Registration for
14 the Upcoming Tidalwaves Swim Team Season.
15 Report from Phil Boyle, Senior Planner
16

17 Senior Phil Boyle gave the staff report, stating after the staff report was published,
18 representatives from Tidalwaves Swim Center requested a slight change in the dates they
19 wish to have their banner displayed. The banner will be up for less than 50 days which is
20 the maximum allowed and he provided a revised staff report and resolution.

21
22 Mayor Bailey asked and confirmed there were no questions of Councilmembers and there
23 was no public comment. He closed the public comment period.
24

25 MOTION: Moved by Furst, seconded by Lappert, and approved unanimously by the
26 following vote: 5-0 (Ayes: Andrews, Condon, Furst, Lappert and Bailey; Noes:
27 None).

28
29 To adopt Item 5.II as revised to change the dates for banner signage
30

- 31 5.III Receive and File Annual Boards and Commissions Vacancy List Pursuant to
32 the Maddy Appointive List Act
33 Report from Rebecca Vaughn, Town Clerk
34

35 Mayor Bailey asked the Town Clerk to explain the substance of the item.
36

37 Town Clerk Rebecca Vaughn stated this item is a clean-up item, stating it came to her
38 attention that there is a legislative act requiring public notice by December 31st of each
39 year listing Council-appointed committees and any vacancies that would occur over the
40 next calendar year.
41

42 While these items are listed on the Town's website and are diligent in updating the list and
43 appointments as necessary, the list would solidify the Town's adherence to the Maddy

1 Appointive List Act of 1975 which went into effect on January 1, 1977. It requires that on
2 or before December 31st of each year, each legislative body shall prepare an appointment
3 list of all regular and on-going boards, commissions and committees which are appointed
4 by the legislative body of the local agency. The act goes on to state what the appointee's list
5 shall contain.

6
7 The only other requirement is that the Town Council direct staff to post the list at Town
8 Hall and in a local library which has the largest circulation.

9
10 Mayor Bailey opened the public comment. There were no public comments and he closed
11 the public comment period.

12
13 MOTION: Moved by Furst, seconded by Condon, and approved unanimously by the
14 following vote: 5-0 (Ayes: Andrews, Condon, Furst, Lappert and Bailey; Noes:
15 None).

16
17 To approve Item 5.III.

18
19 **6. PUBLIC HEARINGS - None**

20
21 **7. BUSINESS ITEMS**

22
23 7.I. Sales Tax Citizens' Oversight Committee Update to Council
24 Report from Rebecca Vaughn, Town Clerk

25
26 Town Clerk Vaughn stated the Sales Tax Citizens' Oversight Committee met on November
27 18th and among other items was to discuss and approve the FY 2013-14 and FY 2014-15
28 reports on revenue and expenditures of the transactions and use tax. She introduced the
29 Committee's Chair Michael Costa to present the Committee's findings.

30
31 Michael Costa, Chair of the Sales Tax Citizens' Oversight Committee, stated on behalf of
32 committee members he reported that for FY 2013-14 the half-cent local sales tax generated
33 \$534,848 and for FY 2014-15 the tax generated \$2,531,023. As of June 31, 2015, the
34 balance is \$3,065,872.

35
36 The committee has met three or four times in the past year to formalize a process to work
37 with Director of Administrative Services/Town Treasurer George T. Warman, Jr. and Town
38 Manager David Bracken regarding receipts from the California State Board of Equalization.
39 For their next meeting in April the committee will discuss the expenditure side because at
40 this time the committee cannot show real expenditures since the Capital Project budget
41 was recently approved by the Town Council.

42
43 Councilmember Lappert asked if the committee had success in obtaining information from

1 staff. Mr. Costa said yes, it was fairly easy. Much of it consisted of coming up with a
2 framework and looking at other jurisdictions to see how they get it done so as not to
3 “reinvent the wheel.”

4
5 Vice Mayor Furst thanked Mr. Costa and the members of the committee for their volunteer
6 service.

7
8 Mayor Bailey asked and Mr. Costa recognized other committee members in attendance as
9 Jean Greenbaum and Karen Gerbosi. Absent are John Howard and Vice Chair Steven
10 Flahive.

11
12 Mayor Bailey stated the Council is not asked to take an action on the item, and on behalf of
13 the Town Council he thanked the committee for their work.

14
15 7.II. Consideration and Possible Action to Adopt Resolution No. 50/2015
16 Approving the Memorandum of Understanding between the Town of Corte
17 Madera and the Corte Madera Firefighters Association Commencing July 1,
18 2015 and Ending June 30, 2018.

19
20 And

21
22 Consideration and Possible Action to Adopt of Supplemental Appropriations
23 of \$44,500 to the Adopted FY 2015-2016 Budget and \$99,300 to the Adopted
24 FY 2016-2017 Budget
25 Report from George T. Warman, Jr., Director of Administrative
26 Services/Town Treasurer

27
28 Director of Administrative Services/Town Treasurer George T. Warman, Jr. stated this is
29 the second time this item has been before the Council following its policy. It approves the
30 Memorandum of Understanding between the Corte Madera Firefighters Association and
31 the Town. The Association covers Fire Captain Paramedics, Fire Engineer Paramedics and
32 Firefighter Paramedics. Previously the Council approved the salary resolution for the
33 Battalion Chiefs several meetings ago and he was available for any questions of the Council
34 and said staff supports the recommendation to adopt the resolution as well as
35 supplemental appropriations.

36
37 Mayor Bailey confirmed with Mr. Warman that two motions were needed for approval.

38
39 Mayor Bailey opened the public comment period and there were no speakers. He closed the
40 public comment period and confirmed there was no discussion.

41
42 MOTION: Moved by Condon, seconded by Lappert, and approved unanimously by the
43 following vote: 5-0 (Ayes: Andrews, Condon, Furst, Lappert and Bailey; Noes:

1 None).

2
3 To Adopt Resolution No. 50/2015 Approving the Memorandum of
4 Understanding between the Town of Corte Madera and the Corte Madera
5 Firefighters Association Commencing July 1, 2015 and Ending June 30, 2018
6

7 MOTION: Moved by Furst, seconded by Condon, and approved unanimously by the
8 following vote: 5-0 (Ayes: Andrews, Condon, Furst, Lappert and Bailey; Noes:
9 None).

10
11 To Adopt of Supplemental Appropriations of \$44,500 to the Adopted FY
12 2015-2016 Budget and \$99,300 to the Adopted FY 2016-2017 Budget
13

14 7.III. Consideration and Possible Action to Adopt Resolutions 55/2015, 56/2015,
15 57/2015, 58/2015 and 59/2015 Authorizing Additional Property Assessed
16 Clean Energy (PACE) Financing Programs to Create Open PACE Marketplace
17 Enabling Property Owners in the Town of Corte Madera to Access PACE
18 Financing for Eligible Renewable Energy, Energy Efficiency, and Water
19 Conservation Improvements to Real Property
20 Report from Phil Boyle, Senior Planner
21

22 Senior Planner Phil Boyle stated the Town of Corte Madera approved its first PACE
23 program earlier this year called *California First*. The item expands upon the choices that
24 residents will have for Property Assessed Clean Energy (PACE) financing programs. He
25 said Becky Menten from Marin Clean Energy will provide more detail on the PACE program
26 which has been adopted by all other jurisdictions in Marin County except for the Town of
27 Ross and Corte Madera.
28

29 Mr. Boyle pointed out a copying error in the packet by himself and he provided the Town
30 Council with a revised Attachment 7 which is one of the five PACE programs Ms. Menten
31 will discuss in her presentation which deals with the California Home Finance Authority,
32 another option for residents to use. The attachment also talks about the Town needing to
33 join another Joint Powers Authority (JPA) which each one of the programs requires, which
34 can either be adopted tonight or at another meeting.
35

36 Staff's recommendation is that the Council adopt all resolutions in the packet for the item
37 and he introduced Becky Menten, Energy Efficiency Director for Marin Clean Energy.
38

39 Mayor Bailey asked and confirmed with Mr. Boyle that the Council will need to make
40 individual motions for each resolution.
41

42 Councilmember Condon commented that the Golden State Finance Authority was formerly
43 California Home Finance Authority, and this should be changed consistently through the

1 document in the packet, which is Attachment 7.

2
3 Vice Mayor Furst stated about one year ago the Town joined *California First* PACE program
4 and the Town is looking at approving four more programs. She asked if the Town will be
5 seeing more and more each year. She suggested that the Town understand and be confident
6 in those programs they are authorizing even if they cannot guarantee it is the best
7 financing option for every homeowner.

8
9 Becky Menten, Energy Efficiency Director, Marin Clean Energy, stated the response to Vice
10 Mayor Furst's question will come up in the PowerPoint presentation she prepared and she
11 can provide more details. She said she will provide an overview of why the County of Marin
12 and MCE work side-by-side to develop this open market model.

13
14 Ms. Menten thanked the Town Council for considering the item tonight. MCE is generally
15 very supportive of clean energy improvements and they see PACE as an important tool in
16 the toolbox that helps property owners access financing to make clean energy
17 improvements on their properties.

18
19 Ms. Menten stated the first slide provides an overview of what PACE is and talks about why
20 PACE financing is attractive and why MCE and the County have considered it. She will talk
21 about the open market place model is and why MCE is asking for authorization for 4
22 additional programs tonight, and they can discuss how people participate and what MCE
23 offers in terms of support for the program.

24
25 Ms. Menten briefly discussed the PACE which takes an existing financing authorization that
26 local municipalities and jurisdictions have had for almost 100 years where they can create
27 assessment districts and issue bonds that are secured by the real property within those
28 assessment districts. This is traditionally an authority that is used to pay for sewer
29 improvements, street light improvements, and something that is considered to provide a
30 public benefit and therefore justifies a voluntary lien on the property which secures a
31 municipal bond which is issued.

32
33 At the time of its origination, the Mayor of Berkeley suggested setting up a district, allowing
34 people to voluntarily opt into that district and choose to have an assessment placed on
35 their property which would then use their property as security in a transaction that could
36 finance improvements to that property. This is the basic concept of PACE financing. It
37 allows both commercial and residential owners to opt into a voluntary district and
38 participate in the program, have improvements placed on their property which are repaid
39 over time through the property tax bill. It provides a way for owners to avoid the upfront
40 costs which are barriers.

41
42 She noted that said some people have concerns regarding placing things like solar panels
43 on their home when they may not be there throughout the life expectancy of the panels.

1 Because PACE assessments are tied to the property and not the borrower may transfer
2 with the property. This creates a nice way for people to invest in something that is
3 permanently affixed to the property and not be concerned about carrying the debt if they
4 are not accruing the benefits. The program also provides for lower payments given the cost
5 is stretched out over time and the utility bill savings from the project may offset the cost of
6 the financing. In addition, because interest is repaid on the property it is tax deductible.
7

8 One of the things Ms. Menten pointed out is that in terms of pursuing their climate
9 objectives, buildings constitute about 40% of energy use and it can be challenging to find a
10 source of financing to make upgrades to property. When enabling a PACE program, this is a
11 no cost way for a city to help their property owners move forward with achieving climate
12 goals, improve air quality and comfort, provide for tax benefits through consulting with a
13 professional, and gain improvements for clean energy which gives sellers leverage in
14 negotiating a higher cost when selling their property.
15

16 In addressing the reason for the open market place when there is already one program
17 operating, Ms. Menten said they had chosen to move forward with *California First*. At the
18 time they had a strong track record, but there were other programs that approached the
19 County and want to be able to operate with good track records. Those in Sonoma County
20 had launched an innovative approach to this where they established an agreement which
21 basically set a standard set of best practices that every provider would have to agree to. As
22 long as the provider has executed that agreement, they would be authorized to operate in
23 the county. This makes sure there is competition in the county and also makes sure
24 everybody is working on a level playing field. It also provides MCE the opportunity that
25 there are basic protections for their constituents when authorizing the programs.
26

27 Regarding best practices, MCE has requested there be very clear disclosures in the
28 agreements as part of the application form and tax claims so applicants understand the risk
29 associated with participating in the program. They recommend that all applicants consult
30 with a tax professional and providers do not get in a position of making claims to the
31 applicant about what those tax benefits will be to them.
32

33 In addition, MCE made a request that all legally obligated permits get pulled which ensures
34 people are complying with laws. Also, they asked that the programs make an effort to
35 incorporate local contractors and work with local contractors and that they inform
36 participants about available rebate programs.
37

38 Ms. Menten stated as mentioned *California First* was authorized in the past and since then,
39 there have been over 300 applications and \$7.8 million worth of projects that are funded or
40 under construction in Marin County. She did not have Corte Madera's specific number, but
41 this is exciting that many projects have finished construction completely and will have
42 benefits for the local economy if nothing else.
43

1 Ms. Menten then discussed MCE's role, stating they have offered themselves in a position of
2 liaison. This serves to do LEED generation outreach and marketing so it does not fall on the
3 shoulders of cities to do those activities. They do this through an on-line web tool, through
4 FAQs, helping to connect homeowners with different programs, they have prepared contact
5 information for providers, talking points that cities can post on their website, and links to
6 direct people back to MCE's website which has information.
7

8 Ms. Menten said MCE has also offered them in terms of some dispute resolution. Their first
9 action is to direct people back to the program to see if they can resolve issues, but if they
10 are not able to, MCE will facilitate final resolution. She displayed the web tool and link and
11 the assistance menu to get to their financing page where providers are listed with interest
12 rates corresponding to the loan. The homeowner can then link to the provider's websites
13 to download applications or obtain information by speaking them directly. They also have a
14 searchable contractor database so people can find a licensed contractor to do the work.
15

16 In addressing Vice Mayor Furst's question, because there has been one other program
17 which has approached MCE and said they would like to operate in Marin County, and they
18 decided that on an annual basis they would consider new applicants to the program. They
19 would have an opportunity to review the agreement and they would be following up with
20 all cities on the programs.
21

22 Mayor Bailey asked what are the consequences if one of the PACE financing programs fails
23 to comply with best practices. Ms. Menten said this has happened with one of the
24 programs. MCE and the County issued a joint notice and gave them a certain amount of
25 time to correct the deficiency with the agreement, termed it as a first violation, and
26 threatened that if they did not comply they would be removed from the agreement and
27 disallowed from being authorized to participate in the County.
28

29 Vice Mayor Furst said if MCE and Marin County decides to remove a provider from the
30 agreement, she asked if that would need to come back to each of the Town Councils such
31 that Corte Madera would have to rescind the agreement. Ms. Menten said yes, and MCE and
32 the County would immediately follow up with the individual Councils.
33

34 Vice Mayor Furst stated in the meantime, she asked if there would be the potential where
35 homeowners would enter into agreements or based on action taken by MCE and the County
36 whether the entities would be immediately disqualified. Ms. Menten stated she did not
37 believe that action by the County would immediately disqualify each of the cities. The
38 correct approach would be for MCE to craft a press release, work with local contractors and
39 get the word out in the community. Swift action by the City would need to be taken to
40 ensure the City was rescinding its authorization to that provider.
41

42 Councilmember Condon asked if somebody's project is large enough such that it will trigger
43 increased property tax, she asked how this is impacted. Ms. Menten said her understanding

1 is that most of the time the projects do not trigger re-appraisal of the property which would
2 impact the property tax. If it is a significant enough retrofit that it does require pulling a
3 permit and getting an appraisal re-triggered, it would cause an increase in property tax, but
4 this is something the property owner would review on a case-by-case basis.
5

6 Ms. Menten stated another thing to note is that all providers have basic underwriting
7 criteria which limit the amount of debt that can be taken out to 10% of the property value.
8 Therefore, there are some limits to what the projects can provide in terms of debt.
9

10 Councilmember Condon said there was a similar program offered by someone else. When
11 she looked into it, she found that although they purported that there would be local
12 contractors, she began calling local contractors and said they would not participate because
13 the amount of money that was considered within the scope of the program such as this was
14 way less than what their normal charges were. Therefore, it ended up taking jobs away
15 from local contractors. She therefore asked what the local participation was in Marin.
16

17 Ms. Menten said this program actually does not dictate any terms or pricing for contractors.
18 It simply provides a source of financing. The idea is that a contractor would work with the
19 property to develop a scope of work. When they independently agree on a scope of work
20 and invoice at that time, they would pursue financing the project through a PACE
21 assessment. Therefore, it should not have an impact on contractor pricing. There are other
22 programs that are not PACE programs, such as rebate programs which have dictated, pre-
23 agreed upon pricing and this might be an example of the type Councilmember Condon is
24 referring to which would not be a PACE program.
25

26 In terms of how MCE is addressing local contractor participation, they partnered with the
27 Marin Builders Association and the County of Marin. They have held one workshop with
28 good attendance of contractors about eligibility requirements for contractors, how they can
29 get enrolled, and she said some of the programs require contractor participation
30 agreements which say they will follow best practices. They plan to hold a few more
31 workshops in conjunction with the Marin Builders Association and are making efforts to
32 make local contractors aware of the opportunity.
33

34 Councilmember Condon said in the best practices policies, she asked if there is anything
35 that mentions cost or pricing of services provided. Ms. Menten said no, not in the best
36 practices agreement. It is truly geared at the PACE financing itself and not the work
37 financed through the program, with the exception of encouragement to participate in
38 rebate programs, some of which have applied quality assurance control provisions. But,
39 there is nothing about pricing in the agreements.
40

41 Mayor Bailey opened the public comment period.
42

43 KAREN GERBOSI, 111 Parkview Circle, said when the property is sold, she asked what is

1 meant by “the assessment may stay with the property.”

2
3 Ms. Menten said currently the Federal Housing Financing Authority oversees Freddie Mac
4 and Fanny Mae which hold about 42% of the mortgages in Marin County. There are a high
5 percentage of non-conforming mortgages. These programs have had a standoffish
6 approach towards PACE assessments because PACE assessments traditionally subordinate
7 the mortgage when they are placed on the property. As a result of that, some homeowners
8 when they go to sell their property have had to negotiate for the assessment to become a
9 part of the sale. There is actually very little data showing more than about a 2% impact on
10 properties that participate, but this is why MCE says there needs to be important
11 disclosures made available to those properties.

12
13 However, Ms. Menten said recently, the Federal Housing Financing Authority has directed
14 Freddie Mac and Fanny Mae to work with PACE providers to allow for subordination of the
15 PACE assessment at transfer of sale which would allow for a property to be financed with
16 the PACE assessment on it. In addition, a number of providers that offer residential PACE
17 through this program have already started efforts to create a junior lien position as part of
18 their financing which would allow, even before action from the FHA, the PACE assessment
19 to be a subordinated assessment to the mortgage. She noted that a representative is
20 present from the Hero Program which has already begun that position of junior lien.

21
22 Ms. Gerbosi said her follow-up question is whether this shows as a lien on one’s property
23 and whether the property can sell with a lien on it. Regarding best practices and
24 disclosures regarding potential mortgage risks of adding a PACE assessment, she asked
25 what kinds of risks there would be. Lastly, she asked if MCE receives any financial benefit
26 from promoting these programs.

27
28 Ms. Menten responded that the risks to the homeowner is that if there is a lien placed on
29 the property the FHA historically has had some concern about getting a new mortgage
30 placed on the property because of that lien. This is the disclosure form they actually have
31 separate signatures so homeowners understand the situation at the federal level. Again,
32 she reiterated that it is voluntary lien and only placed on the property if the applicant
33 pursues the program and pursues financing through PACE. This is one of many financing
34 programs available to homeowners. A home equity line of credit will almost always be a
35 better deal for interest rates if one has equity and there are on-bill repayment loans coming
36 also which allows people to pay things on their utility bill. Regarding whether or not MCE is
37 receiving any financial benefit to promote these programs, they are not. The reason they
38 are pursuing these programs is because they have climate goals, energy efficiency goals and
39 this is a way that properties and homeowners can participate in these programs.

40
41 EVE PEREZ, Director of Municipal Development for the Hero Program, spoke to the risk and
42 said the worst case scenario is that the property owner pays off the assessment. In keeping
43 in mind with the line of credit or an unsecured loan or other type of financing, they would

1 have to pay off that debt. As Ms. Menten mentioned, they have a subordinated product so
2 in the case where one has a Freddie Mac or Fannie Mae loan and they would like for the
3 PACE assessment to go into a junior position, they will do that.

4
5 Councilmember Lappert asked for comment by the Town Attorney on the matter.

6
7 Town Attorney Randy Riddle stated he spent some time with Mr. Boyle going over each of
8 the agreements. They are standard JPA type agreements and have clear indemnity
9 provisions in them. Otherwise, he had no comments other than they did review them.

10
11 Vice Mayor Furst stated Councilmember Condon mentioned that the California Home
12 Finance Authority has changed its name. She asked if the Town Attorney would foresee a
13 problem with adopting these resolutions with the old name of the organization.

14
15 Town Attorney suggested proposing to verbally amend the resolution and reflect that
16 change upon finalization of the resolution.

17
18 Councilmember Condon asked what kind of obligation does this set up staff to have. She
19 said it states that "Town staff is authorized and directed to coordinate with Authority staff
20 to facilitate the operation of the program." Town Attorney Riddle said he does not know
21 the extent of staff's involvement and he suggested asking Ms. Menten.

22
23 Ms. Menten responded that there is no obligation for staff to participate in this program.
24 MCE has offered itself up in that position to be the liaison between the programs and staff.
25 The Town may receive phone calls especially if a press release is prepared about these
26 programs, and MCE can provide tools and staff can refer people to them or field calls on
27 their own. The primary obligation associated with participation in these programs is borne
28 by the County of Marin that must be in the position of placing the assessment on the tax roll
29 and then processing the payment. Most programs have a small fee associated with them for
30 the County to recuperate the cost associated with placing the assessment.

31
32 Vice Mayor Furst asked if the Town can withdraw the agreements at any time if they
33 choose not to participate. Town Attorney Riddle said he believes they can, as there is a
34 termination provision in each one that allows withdrawal. Ms. Menten clarified that the
35 requirement to withdraw is to provide a 30-day notification.

36
37 Vice Chair Furst said she thoroughly approves of the concept of this. She thinks it is
38 important that homeowners have different ways to finance improvements they might want
39 to make. This financing mechanism could be extremely useful, but she is a bit leery about
40 adding 4 more to make it a total of 5 and to have the Town keep track of it. She said she will
41 support the request, but did not want to have another 3 or 4 added next year or any after
42 that time. She feels that if attention is diluted to each of these programs, this is when
43 homeowners might be at risk. She suggested that in the future, she would need a

1 compelling reason to add any more programs.

2
3 Vice Mayor Furst also said for the record, the Town does not advocate for any of these
4 programs. Each homeowner needs to make their own decision and discuss them with their
5 tax and legal experts.

6
7 Vice Mayor Furst made a motion to approve the agreement for Collaborative Services for
8 Property Assessed Clean Energy (PACE) Financing Marketplace, (Attachment 2).

9
10 Councilmember Lappert commented that he did not support the notion of people getting
11 themselves needlessly in debt and he would be voting no on the request.

12
13 Vice Mayor Furst withdrew her motion for discussion purposes. She stated she and her
14 husband installed solar panels several years ago and they financed it through a lease with
15 very favorable financing. They paid the lease upfront and in the meantime the company
16 they were technically leasing from owns it, maintains it, provides reports and it worked out
17 well for them. If for some reason a lease was not an option, the PACE program might have
18 been a good opportunity or other energy saving improvements that are very expensive.
19 People might not have the credit history or income required to be approved by traditional
20 financiers. She thinks that this simply gives homeowners another avenue to pay for
21 improvements.

22
23 Councilmember Condon asked if there were opportunities when energy efficiency rebates
24 are provided by appliance companies or the state. Vice Mayor Furst stated the rebate
25 amounts are quite small. Councilmember Condon stated the Town is already participating
26 in PACE. Vice Mayor Furst stated the Town participates with *California First* which is a
27 PACE program.

28
29 Mayor Bailey stated that they should allow some competition in the marketplace so other
30 participants can provide other opportunities. However, there would be an administrative
31 challenge if the Council is asked annually to approve additional programs, but this is a
32 benefit the Council already made a policy decision to provide to residents. They want to
33 expand that benefit so residents have alternatives and can plan for improvements to
34 reduce energy. He said the Town is not assuming any liability and can terminate the
35 agreement if needed.

36
37 In response to Councilmember Lappert's comments, Mayor Bailey said he did not think the
38 policy would encourage people to debt themselves and this does not seem like a legitimate
39 opposition. He thinks this is an opportunity to advance and provide alternatives and
40 benefits for its residents.

41
42 Councilmember Lappert stated when MCE started, he said it would be an agency that
43 would continue to grow and sooner or later will look to grow more. He likened this to an

1 example of that. He said they are liaisons with the County and he thinks the Town is
2 abdicating its power to another level of non-elected government.

3
4 Mayor Bailey disagreed with the argument that this is another step on the road to empower
5 MCE. Councilmember Lappert stated that MCE is not elected officials, and Mayor Bailey
6 noted that all members of MCE have Council and County elected officials sitting on their
7 Board of Directors.

8
9 Town Attorney Riddle referred to the attachment page of the staff report which includes
10 Resolutions 4-8 which need to be adopted. The collaborative agreement is simply a model
11 agreement between PACE and participating vendors.

12
13 Mayor Bailey asked for Councilmember Condon's objection. Councilmember Condon stated
14 she finds it very perplexing to find PG&E always getting bashed when they are delivering
15 the energy and that when there is a storm, PG&E is called and not MCE. She feels on the
16 defensive end because the item was presented in such a way that PG&E is the "bad guy" and
17 MCE is so much better, and she finds this a bit disturbing.

18
19 Mayor Bailey said the PACE program is unrelated as to whether it is PG&E or MCE.
20 Councilmember Condon said part of it was how it was presented. She questioned what
21 would occur if someone wanted to install solar and they were still a PG&E customer. She
22 asked if they were included or could they not participate because MCE serves as the liaison.
23 Therefore, she finds in principle it appears that it is promoting business for MCE.

24
25 Mayor Bailey noted that MCE receives no financial benefit from this.

26
27 Councilmember Condon said it is a way of attracting customers for which MCE profits.
28 Mayor Bailey stated his understanding is the reason why MCE embarked on this is because
29 it is part of a larger mission. Their mission includes not just providing competitive rates
30 and a secure source of energy, but also reducing GHGs. Those GHG emissions are reduced
31 and furthered the more people use solar and other clean energy technologies in their
32 homes. Those sorts of things are furthered where people are able to afford paying for them,
33 and the PACE program is specifically geared towards those people who cannot easily pay
34 for things that reduce GHGs. It is one of the main reasons way MCE is substantively
35 different from PG&E because PG&E is almost wholly engaged in a profit motive as a private
36 entity whereas MCE being a public entity looks to further their mission of clean energy.

37
38 Councilmember Condon said she sees it as creating more bureaucracy because it attracts
39 other jurisdictions. Mayor Bailey said Councilmember Condon's complaint is with MCE and
40 not the PACE programs. Councilmember Condon said while Ms. Menten was persuasive,
41 she knows of another program she was going to bring to the Council after contacting local
42 contractors. She found an entirely different story on what was a similar program.

1 Councilmember Lappert asked if the energy generated back to the home was sold back to
2 MCE. Vice Mayor Furst said it could be either MCE or PG&E, but the Council is not just
3 talking about solar panels but other improvements as well. Net metering can be offered by
4 PG&E or MCE.

5
6 Vice Mayor Furst asked to return to the PowerPoint to the slide that listed the 5 programs.
7 She said of the 5 programs, the Town is currently enrolled in the California First Efficiency
8 Financing. She looked this up and when the Town of Corte Madera approved the resolution
9 to join the PACE program on October 21, 2014 it was a unanimous vote. She is surprised
10 there is so much resistance to simply adding 4 other programs to create some competition.

11
12 Councilmember Lappert stated at least one person can take advantage of a financing
13 scheme which seemed interesting at that time and it gave the impression that the Town
14 could pull out of it. He is just stating the Town is getting into an area where he just does
15 not like the feel of it. It seems bigger than it needs to be and it seems more problematic for
16 the consumer down the road. He referred to the financial loan debacle and he questioned
17 what was being created here.

18
19 Vice Mayor Furst stated if there was more competition for cable, they would not be paying
20 Comcast what people pay them. She believes in a little competition and she does not want it
21 to be too much so she would like to limit it to just this year and not afterwards. The Town
22 can limit it for simply not voting for additional programs next year if asked or asked if the
23 Town wanted to just limit it to one program which is zero competition.

24
25 Mayor Bailey said this would be inconsistent with his views on capitalism.

26
27 Councilmember Condon said she did not recall any discussion about leaving liens on
28 property if people sell their homes. Vice Mayor Furst noted that people pay them off and
29 this is how it works. Councilmember Condon stated she thinks it is another JPA and
30 bureaucracy.

31
32 Mayor Bailey said the Council is not being asked to create anything other than alternatives
33 within the existing PACE program for other providers, which include Hero, Fig Tree, Green,
34 California First and Alliant. The program expansion has already been approved to include
35 competition by 4 other programs by every other town other than Corte Madera and Ross.
36 The immediate decision for the Council is whether it wants to follow along and also provide
37 its residents with that same opportunity and competition or say it exclusively wants to stay
38 with California First.

39
40 Councilmember Andrews said when the Council was considering the PACE program in
41 2014, he thinks it is a bad public policy to allow somebody to jump collateral queue for
42 mortgages. He does not care about how people want to scam it in terms of legally papering
43 it, but this is what they did. Somebody had a first mortgage and some private lender wants

1 to come in and lend money for solar panels or redoing their lawn to low water use or other
2 improvements. This is jumping the collateral queue and this is what had the feds upset.

3
4 He said then once one jumps the collateral queue they are turning the public tax collection
5 agency into a collection mechanism for that private lender. Those are the public policy
6 issues. From a practical standpoint, this had not been running when there was a downturn
7 in the housing market. It began in 2009 and since then the fed has been pumping liquidity
8 into the system and he asked what will happen to the housing market in Marin and in Corte
9 Madera when and if the fed is not pumping in liquidity and Fanny Mae and Freddie Mac are
10 mad because they had to take loan losses because of the housing bubble in Marin County.
11 Once they take the loan losses, they have to go to Congress and say they need a \$100 billion
12 bailout and Congress asks them why they lost money. They say it was because they
13 provided 3% loans and because of PACE loans. Then Congress may say no loans will be
14 given to PACE jurisdictions, and this is the risk the Town set itself up for in 2014. He thinks
15 it is a bad policy and would not vote for it.

16
17 Mayor Bailey said instances where this has caused a problem in the last year is zero, so the
18 risk that people were being warned about a year ago, which he thinks is a legitimate risk,
19 has not actually come to pass.

20
21 Councilmember Andrews stated, however, California is still in the middle of a housing
22 boom.

23
24 Mayor Bailey said the Council can refuse to allow something to grow or expand on the basis
25 of a potential risk, which at worst case, will manifest for the first time 5 years from now.
26 Without evidence and support of it, because of a theoretical possibility, he asked if it was
27 sufficient right now to limit the competition in their current pool of available programs for
28 Corte Madera residents. He said there are many theoretical reasons but not a single piece
29 of evidence why this will fail other than everybody knows at some point the housing
30 market will have a problem. But the linkage of between whether the Town allows an
31 expansion of the program for residents is somehow worsening it is entirely theoretical in
32 nature because the primary concern is whether the government would not allow
33 subordination, which in fact has been successfully transpired again and again in California
34 and in other states.

35
36 Councilmember Andrews said he saw what subprime lending did in Ohio and how it
37 destroyed its housing stock. Once the mechanism was built to do lending to questionable
38 borrowers, it kept pushing it and he can easily see once the 4 are added, there will be more
39 and more of each pushing a loan to various homeowners. He works in the finance industry
40 and they are let in, not controlled, and Ms. Menten said MCE will send them a nasty note
41 and possibly all towns will reject them. He just thinks people will be abused and that the
42 Council should have said no in 2014, but can say it now.

43

1 Councilmember Condon said the Town has the PACE program in effect which used to be
2 **CHAFFA** which is a JPA. She sees where multiple opportunities should be available for
3 people to choose from, but it makes her question the lending mode and is not comfortable
4 with it. It has been very recent that people have lost their homes because of over-
5 extending and getting good deals, but she thinks that Corte Madera has California First and
6 does not need to try out 4 new programs.

7
8 Mayor Bailey said the reason the Town has one is because they came first and not because
9 they necessarily are the best or that these other programs are not superior or preferable or
10 would be a better deal for residents. Councilmember Condon said she simply feels
11 uncomfortable with the perception that the Town represents private lenders.
12 Councilmember Lappert agreed and said this is not the Council's job.

13
14 Vice Mayor Furst stated that she is disappointed. There is one PACE program the Town
15 adopted over a year ago unanimously and now she is hearing that the general consensus is
16 that perhaps homeowners should depend more on traditional finance to pay for projects,
17 and they know how the banks treat homeowners, so by voting against this, the Council is
18 actually saying they favor traditional banks over the other 4 entities, and this is both
19 disappointing and surprising to her.

20
21 MOTION: Moved by Furst, seconded by Bailey, which failed by the following vote: 3-2
22 (Ayes: Furst and Bailey; Noes: Andrews, Condon, Lappert).

23
24 To Adopt Resolution 55/2015

25
26 MOTION: Moved by Furst, seconded by Bailey, which failed by the following vote: 3-2
27 (Ayes: Furst and Bailey; Noes: Andrews, Condon, Lappert).

28
29 To Adopt Resolution 56/2015

30
31 MOTION: Moved by Furst, seconded by Bailey, which failed by the following vote: 3-2
32 (Ayes: Furst and Bailey; Noes: Andrews, Condon, Lappert).

33
34 To Adopt Resolution 57/2015

35
36 MOTION: Moved by Furst, seconded by Bailey, which failed by the following vote: 3-2
37 (Ayes: Furst and Bailey; Noes: Andrews, Condon, Lappert).

38
39 To Adopt Resolution 58/2015, as revised to change "California Home Finance
40 Authority" to "Golden State Finance Authority" throughout the document.

41
42 7.IV. Discussion and Possible Action Concerning Council Committee Appointments
43 Report from Rebecca Vaughn, Town Clerk

1
2 Town Clerk Vaughn stated before the Council are Council Committee appointments and she
3 asked that the Council review and approve the proposed list. She said if the Council wished
4 to return to the previous practice of interviewing applicants before the full Council, this
5 change would need to be made at a future meeting.

6
7 Mayor Bailey asked and confirmed that the Town has a volunteer for the Bicycle Pedestrian
8 Advisory Committee. He then opened the public comment period and seeing no speakers,
9 he closed public comment.

10
11 Vice Mayor Furst said she would be interested in re-appointment to the Central Marin
12 Police Council, as she served on the Board up until one year ago when she was Vice Chair at
13 the time.

14
15 Councilmember Condon said she would like to retain all of her committee appointments
16 including the Central Marin Police Council, but said she did not want to participate as the
17 ABAG alternate. She noted that she serves on LAFCO through an MCCMC appointment and
18 they expect to meet more frequently.

19
20 Vice Mayor Furst said she thinks it is important to realize that the only role a town's ABAG
21 representative plays is potentially attending their annual General Assembly which consists
22 of some keynote speakers, panel discussions, a meeting where all ABAG representatives
23 from 100 cities and 9 counties votes on approving the previous year's minutes and the
24 budget which takes about 12 minutes, most of which is taken up by determining whether
25 they have a quorum. They break for lunch and conduct award presentations for staff.

26
27 However, the representative from Marin Cities that serves on the ABAG Executive Board,
28 Pat Eklund, has done a good job forming a more casual group of ABAG representatives from
29 just Marin cities and talk about main issues. They provided valuable feedback to ABAG and
30 ABAG is making some changes in the way they operate. Therefore, even though Corte
31 Madera is not a voting member of ABAG, she thinks the Town should participate in those
32 conversations.

33
34 Mayor Bailey reviewed the following list of committees and revisions:

35
36 ABAG: Councilmember Andrews and Councilmember Condon
37 (Alternate)

38
39 Accessibility Advisory
40 Committee: No changes.

41
42 BPAC: Bob Ravasio has agreed to continue to serve, and Vice Mayor
43 Furst will serve as alternate.

- 1
- 2 Centennial Steering
- 3 Committee: No changes.
- 4
- 5 Central Marin Sanitation: No changes.
- 6
- 7 CMPA: Councilmember Condon and Vice Mayor Furst and
- 8 Councilmember Andrews as Alternate
- 9
- 10 Chamber of Commerce: No changes.
- 11
- 12 Disaster Council: No changes.
- 13
- 14 Fire Shared Services: Councilmember Lappert and Mayor Bailey
- 15
- 16 Flood Control Board: No changes.
- 17
- 18 Housing Community
- 19 Development Act Priority
- 20 Setting Committee: No changes.
- 21
- 22 Joint Powers Authority
- 23 Oversight Committee: No changes.
- 24
- 25 Land Use Committee: Councilmember Andrews as alternate
- 26
- 27 Larkspur School District
- 28 Liaison: Mayor Bailey and Vice Mayor Furst to split representation.
- 29
- 30 League of California
- 31 Cities: Councilmember Condon.
- 32
- 33 Marin County Comm.
- 34 On Aging: Barbara Zeller
- 35
- 36 Marin County Solid
- 37 Waste Management: No changes.
- 38
- 39 MERA: Kenny Prete (Alternative)
- 40
- 41 MCE: No changes.
- 42
- 43 Marin Telecommunications

- 1 Agency: No changes
2
3 MCCMC Legislative
4 Committee: Councilmember Andrews and Mayor Bailey (Alternate)
5
6 Mosquito Abatement
7 Committee: No changes.
8
9 Parks and Recreation
10 Liaison: No changes.
11
12 Refuse and Recycling
13 Committee: Councilmember Andrews
14
15 Ross Valley Paramedic
16 Authority: No changes.
17
18 Safe Routes to School: No changes.
19
20 Sign Committee: No changes.
21
22 Sustainable Community
23 Strategy Ad-Hoc
24 Committee: Remove
25
26 Traffic Advisory
27 Committee: No changes.
28
29 TAM: No changes.
30
31 Twin Cities Coalition
32 For Healthy Youth: Open
33

34 Town Clerk Vaughn asked if the Council needs to have a Council liaison for the Sales Tax
35 Citizens' Oversight Committee which meets quarterly.
36

37 Sales Tax Citizens'
38 Oversight Committee: Mayor Andrews and Mayor Bailey (Alternate).
39

40 Regarding the recruitment of members to committees and the subcommittee interview
41 process, Vice Mayor Furst stated the Council used to have people come and speak to the
42 entire Council, which she liked. She liked this because the entire Council could hear their
43 responses. The change was implemented due to uncomfortableness for people to have to

1 speak before the Council and the public and possibly not be reappointed. She said she feels
2 uneasy appointing members to very important positions and not having a sense of who
3 they are and how they answered interview questions. Therefore, she would personally
4 advocate for returning to the old interview process before the entire Council.
5

6 Councilmember Condon said for the first 8 years, people were interviewed by two
7 Councilmembers and this is the way it was done when she first applied for the Planning
8 Commission. It was a bit nerve racking and had she been put in a position to sit before all 5
9 Councilmembers in addition to candidates with their supporters and the public, she most
10 likely would not have been appointed.
11

12 The subcommittees are formed by the Council and she thinks it is much more comfortable
13 for the applicant. It puts pressure on Councilmembers as far as who they appoint to
14 positions depending upon pressure they contend with. She thinks it is unfair and she
15 would hope that Councilmembers trust the two subcommittee members to interview and
16 recommend candidates for appointment. She remembers being interviewed in the
17 Planning Conference Room which was much more comfortable. Those conducting the
18 interviews could be more candid and she thinks it is a much better way to handle
19 interviewing candidates and thinks interviewing candidates before everybody leads to bias
20 choices.
21

22 Vice Mayor Furst said those people supporting certain candidates or “cheering sections”
23 could be solved by insisting on a level of decorum in the process. She also does not think
24 this has anything to do with not trusting other Councilmembers to make the best decision.
25 All 5 Councilmembers come from different points of view. They share decision-making
26 because with more people there is a more diverse point of view and hopefully come to the
27 best possible decision that can garner a majority of votes. She thinks it gives too much
28 responsibility to two people that serve as a subcommittee to provide a recommendation to
29 the rest of the Council.
30

31 Councilmember Lappert said it is a matter of who has the best experience for a specific
32 committee. He thinks the subcommittee gets through its business with dignity for all
33 candidates. Councilmember Condon agreed and said she thinks it is very uncomfortable
34 having to have all candidates in one room where they listen to each other’s answers and
35 comments, and then the 5 Councilmembers take a vote. She thinks it actually discourages
36 people from applying.
37

38 Councilmember Andrews asked if Vice Mayor Furst felt this way for all committees or just
39 certain ones.
40

41 Vice Mayor Furst said she thinks the most important commission is the Planning
42 Commission and she thinks there should be more transparency because it is a very
43 important commission. If someone is willing to serve on these committees are going to be

1 asked to make difficult decisions, they need to have the wherewithal to stand up and voice
2 their opinions and answer the questions during the interview process. She said for the rest
3 of the commissions/committees it is not as big a deal, but she cannot see why it cannot be
4 an open, transparent process so every Councilmember can get a feel of the candidate and
5 ask their questions.

6
7 Councilmember Andrews stated for payroll or budget-related items two hearings are done.
8 He thinks it is intimidating to be interviewed by 5 people at once and possibly for the
9 Planning Commission it might make sense to have 2 Councilmembers interview candidates
10 and another 2 Councilmember interview the candidates afterwards. Vice Mayor Furst
11 stated this could pose a problem.

12
13 Mayor Bailey noted a point not made is there is an efficiency related to this. Meetings take
14 until about 10:00 p.m. There is an issue about interjecting the additional interviews into
15 the process. He said it is only a recommendation which means that if the subcommittee
16 picks candidate #1 out of 3 candidates and another Councilmember did not want to
17 approve the appointment, it could be made as part of a business item and ask to talk to the
18 recommended candidate.

19
20 Vice Mayor Furst stated however, she is not hearing responses of the candidates and she
21 might pick up on a statement or quality that she would love to see on a certain commission.

22
23 Mayor Bailey said he wants Vice Mayor Furst to know that he respects her comments, but
24 comes down on the side of efficiency. He recognizes that Planning Commissioners and
25 other commissions are very important, but they also have to do things in a manner which
26 provides protections but also advances the process. He said he believes transparency is
27 preserved because the fundamental material is still available in written form and the
28 opportunity to ask verbal questions is preserved at the formal meeting.

29
30 Further, to avoid unnecessary time and embarrassment to people who otherwise have to
31 show up in front of the group, the subcommittee is relying on fellow Councilmembers to
32 provide their best recommendation. He said if there are questions about the
33 recommendation, he would ask that the candidate come and speak. He also stated he
34 would be happy if Vice Mayor Furst wanted to be one of the two subcommittee members
35 that interview all commissions and committees.

36
37 Vice Mayor Furst said her point was not about her needing to interview Planning
38 Commission candidates.

39
40 Mayor Bailey confirmed that the interview process of candidates will remain as is and
41 directed the Town Clerk to update the list of Council Committee assignments as discussed.

42
43 7.V. Consideration and Possible Action to Appoint Bob Ravasio as the Town

1 Council's Representative to Chair the Bicycle Pedestrian Advisory Committee
2 (BPAC)
3 Report from Rebecca Vaughn, Town Clerk

4
5 Town Clerk Vaughn stated at the Town Council meeting on December 1, 2015 the Town
6 Council voted to approve Resolution 51/2015 extending BPAC through December 31, 2016
7 and one of the provisions allowed for the committee to be chaired by any member
8 appointed by the Town Council.

9
10 Former Councilmember Bob Ravasio submitted a letter of interest and he is present tonight
11 if there are questions of the Council.

12
13 Mayor Bailey opened the public comment period. There were no speakers and he closed
14 the public comment period.

15
16 MOTION: Moved by Condon, seconded by Furst, and approved unanimously by the
17 following vote: 5-0 (Ayes: Andrews, Condon, Furst, Lappert and Bailey; Noes:
18 None).

19
20 To appoint Bob Ravasio as the Town Council's Representative to Chair the
21 Bicycle Pedestrian Advisory Committee (BPAC)

22
23 7.VI. Discussion and Possible Action to Cancel the January 5, 2016 Town Council
24 Meeting
25 Report from Rebecca Vaughn, Town Clerk

26
27 Town Manager Bracken said department managers typically look at future agenda items
28 and staff does not have anything of high importance scheduled for January 5, 2016. He
29 commented that it is also difficult to prepare the packet during the holiday season, as well.

30
31 Mayor Bailey waived the staff report and opened the public comment period. There were
32 no comments, and he closed the public comment period.

33
34 MOTION: Moved by Lappert, seconded by Furst, and approved unanimously by the
35 following vote: 5-0 (Ayes: Andrews, Condon, Furst, Lappert and Bailey; Noes:
36 None).

37
38 To Cancel the January 5, 2016 Town Council Meeting

39
40 7.VII. Discussion Regarding Council Rules and Procedures, Rules of Order for
41 Council Meetings and Setting of Future Agendas
42 Verbal Report from Mayor Sloan Bailey

1 Mayor Bailey stated the Council now has Robert's Rules of Order as well as the existing
2 Corte Madera Town Rules and Procedures. In preparation for this meeting and others, he
3 reviewed the document and stated some things have changed. He asked that over the
4 course of the next month that Councilmembers review the document and provide written
5 comments to the Town Manager or Town Clerk and the Council will consider a revised
6 draft.

7
8 Mayor Bailey gave an example of the need for having the document revised and referred to
9 page 14, Item 7.4 which has to do with the agenda. It states a draft of the agenda is to be
10 sent to the entire Town Council 10 days prior to the next meeting. This has not been done
11 and he suggested either doing it or changing the rule. He suggested adding the next
12 meeting's agenda as part of the packet they receive from the previous meeting which
13 provides an opportunity to add something to it. He noted that a way to request an item to
14 be agendized is supposed to be to ask the Town Manager or Town Clerk. He did not think
15 the rules call for the Mayor to set the agenda, but rather the Town Council. These are the
16 kinds of examples he would like the Council to consider.

17
18 Councilmember Lappert also noted that the agenda packet used to be delivered and it is
19 electronic now.

20
21 Vice Mayor Furst said she appreciates the effort to make changes, but she would personally
22 caution putting the draft agenda into the packet because she does not think it needs to be
23 done that early and there will be many changes based on the current Council meeting. She
24 suggested it simply be emailed to the Council in draft form, as people might see it in the
25 packet and may believe that an item will be heard when it may not be.

26
27 7.VIII. Approval of Minutes of December 8, 2015 Town Council Meeting

28
29 Councilmember Condon requested the following corrections which she provided to the
30 Town Clerk.

31 MOTION: Moved by Lappert, seconded by Furst, and approved unanimously by the
32 following vote: 4-0-1 (Ayes: Condon, Furst, Lappert and Bailey; Noes: None;
33 Abstain: Andrews).

34
35 To approve the Minutes of December 8, 2015 Town Council meeting, as
36 amended.

37
38 **8. ADJOURNMENT**

39
40 The meeting was adjourned at 10:05 p.m. to the next regular Town Council meeting on
41 January 19, 2016 at Town Hall Council Chambers.



THE TOWN OF
CORTE MADERA
MARIN COUNTY CALIFORNIA

www.townofcortemadera.org

DRAFT AGENDA
PROPOSED ITEMS, AND ORDER, ARE SUBJECT TO CHANGE

**CORTE MADERA TOWN COUNCIL
AND SANITARY DISTRICT NO. 2 BOARD
TOWN HALL COUNCIL CHAMBERS
300 TAMALPAIS DRIVE**

TUESDAY, FEBRUARY 2, 2016

7:30 P.M.

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

2. PRESENTATION:

- 2.I. Valerie Pitts, Ed.D., Superintendent of Larkspur-Corte Madera School District
Subject: Local Education Funding Update

3. OPEN TIME FOR PUBLIC DISCUSSION

Please confine your comments during this portion of the agenda to matters not already on this 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.

4. COUNCIL AND TOWN MANAGER REPORTS

- Town Manager Report
- Director of Planning & Building Report on Tamal Vista East Corridor Study
- Council Reports

5. 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.

- 5.I Waive Further Reading and Authorize Introduction and/or Adoption of Ordinances by Title Only. (Standard procedural action – no backup information provided)

7.IV

5.II Receive and File Summary Financial Report for Period Ending September 30, 2015

(Report from George T. Warman, Jr., Director of Administrative Services/Town Treasurer)

5.III Approve Warrants and Payroll for the Period 1/14/16 through 1/27/16:

Warrant Check Numbers _____ through _____, Payroll Check Numbers _____ through _____, Payroll Direct Deposit Numbers _____ through _____, Payroll Wire Transfer Numbers _____ through _____, and Wire Transfer of ____/____/____.

Report from George T. Warman, Jr., Director of Administrative Services/Town Treasurer

6. **PUBLIC HEARINGS: None**

7. **BUSINESS ITEMS**

7.I Consideration and Possible Action to Approve Parks and Recreation Centennial Activity Funds

(Report from Mario Fiorentini, Director of Recreation and Leisure Services))

7.II Receive and Discuss Public Comment on Current and Historic Use of Laurel Lane in Christmas Tree Hill Area (This Item is Related to a Building Permit Application at 210 Morningside Drive)

(Report from Adam Wolff, Director of Planning and Building)

7.III Ratification of Council Parks and Recreation Subcommittee Recommendation for Appointment to Parks and Recreation Commission

(Report from Rebecca Vaughn, Town Clerk)

7.IV Approval of Minutes of January 19, 2016 Town Council Meeting

7.V Review of Draft February 16, 2016 Town Council Agenda

8. **CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Cal. Gov't Code section 54956.9(d)(3)

Number of potential cases: One

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: Gravel overflow parking lot on Redwood Highway (north of Nordstrom at The Village at Corte Madera) APN 024-03-19

Agency negotiator: David Bracken

Negotiating parties: Macerich (Garrett Newland and Cecily Barclay)

Under negotiation: Whether, and under what terms, the property could potentially be leased or sold.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Title: Town Manager

9. ADJOURNMENT

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 927-5050. AGENDA ITEMS ARE AVAILABLE FOR REVIEW AT CORTE MADERA LIBRARY, FIRE STATION 13 (5600 PARADISE DRIVE) AND THE TOWN HALL. IF YOU CHALLENGE THE ACTION OF THE TOWN COUNCIL IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING DESCRIBED IN THIS AGENDA, OR IN WRITTEN CORRESPONDENCE DELIVERED TO THE TOWN CLERK, AT OR PRIOR TO THE PUBLIC HEARING.

Any member of the public may request placement of an item on the agenda by submitting a request to the Town Clerk. The public is encouraged to contact the Town Manager at 415-927-5050 for assistance on any item between Council meetings.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Clerk at 415-927-5086. 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 (the Thursday before the meeting) 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.