

MEETING AGENDA
TOWN OF CORTE MADERA
SALES TAX CITIZENS OVERSIGHT COMMITTEE

Thursday, January 29, 2015

12:00 P.M.

Corte Madera Town Hall Council Chambers
300 Tamalpais Drive, Corte Madera, CA 94925

1. CALL TO ORDER
2. OPEN TIME FOR PUBLIC REGARDING NON-AGENDA ITEMS
3. COMMITTEE MEMBER INTRODUCTIONS
4. DISCUSSION ITEMS
 - A. Discussion of Purpose of Committee
 - B. Organization of Committee: Selection of Committee Chair and Vice Chair
 - C. Establishment of Goals and Objectives
5. FUTURE AGENDA ITEMS
6. SET NEXT MEETING DATE AND ADJOURN

Attachment:

1. Resolution 1/2014: A Resolution of the Town Council of the Town of Corte Madera Establishing a Sales Tax Citizens Oversight Committee

<p>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.</p>

RESOLUTION NO. 01/2014

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF CORTE
MADERA ESTABLISHING A SALES TAX CITIZEN'S OVERSIGHT
COMMITTEE**

WHEREAS, on August 6, 2013, the Town Council adopted Resolution No. 28/2013 calling for the election and ordering the submission of an ordinance imposing a half-cent sales tax measure with a sunset period of six (6) years to be placed on the November 5, 2013 ballot; and

WHEREAS, the sales tax measure required the establishment of a citizen's oversight committee of no more than five (5) residents of the Town (see Section 3.52.130 of the Ordinance) to be appointed by the Council. The tax measure provided that the oversight committee was to review and annually report on the revenue and expenditure of the funds from the tax adopted by the tax measure; and

WHEREAS, the tax measure further provided that the terms of the oversight committee members and their specific duties are to be established by resolution of the Town Council and all meetings of the committee shall comply with the provisions of the Ralph M. Brown Act commencing with Section 54950 of the California Government Code; and

WHEREAS, the tax measure was approved by the requisite number of voters voting at the November 5, 2013, election and therefore it is appropriate and timely to establish said committee and fix its responsibilities and the terms of its members:

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. **Establishment.** Pursuant to and in accordance with Section 3.52.130 of Ordinance No. 934, there is hereby established a citizens' oversight committee ("Committee") possessing the duties set forth below and whose members shall serve for the terms set forth below.
2. **Term of Committee, Terms of Members.** The Committee shall exist for a term of six (6) years commencing July 1, 2014. Each member of the committee shall serve a term of six (6) years.
3. **Appointment of Members.** The Mayor and the Town Council shall appoint all members of the Committee through an advertisement, application and appointment process. In the event any vacancies occur during the term of the Committee, such vacancies shall be filled for the remaining unexpired terms in the same manner as original appointments.
4. **Qualifications for Appointment.** The Council shall appoint the persons meeting the following criteria to serve on the Committee:

- Five (5) residents active within the community at large
5. **Organization of the Committee, Staff Support.** At its first meeting following appointment of its members, the Committee shall organize itself by electing a chair, establishing a regular (or not) meeting schedule, and arranging for the preparation and adoption of rules of procedure or by-laws. The Town Manager shall designate appropriate staff support for the Committee.
 6. **Frequency of Meetings:** Two to four times per year, or as reasonably determined by the committee or Town Council. As a charter committee appointed by the Town Council, the committee is subject to public notice and open meeting requirements of the Brown Act.
 7. **Powers and Duties.** The Committee shall act in an advisory capacity to the Town Council and no express authority or power to act on behalf of the Town is hereby delegated to the Committee. The Committee shall perform the following duties:
 - (a) Annually, review revenue receipts and expenditures of the Transactions and Use Tax.
 - (b) Annually, prepare an independent report to the Town Council regarding the revenue and expenditures of the Transactions and Use Tax.
 - (c) It shall not be within the purview of the committee to direct staff, recommend any particular contracts or define the scope of an infrastructure related project. These responsibilities remain under the authority of the Town Manager, Town Council and professional staff.
 8. **Scheduled Reports to the Town Council.** The Committee, through its chair, shall provide an annual report to the Town Council.

The foregoing Resolution was duly passed and adopted at a regular meeting of the Town Council of the Town of Corte Madera held in said Town on the 21st day of January, 2014, by the following vote, to wit:

AYES: Bailey, Condon, Furst, Ravasio and Lappert

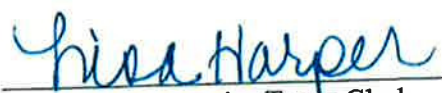
NOES: None

ABSENT: None



Michael Lappert, Mayor

ATTEST:



Lisa Harper, Interim Town Clerk