



Town Hall in the Council Chambers at 525 San Anselmo Avenue, San Anselmo, CA 94960

Town Council Agenda

Tuesday, November 12, 2024

6:00 PM

Meeting held in-Person and via Zoom:

<https://us02web.zoom.us/j/88548275658>

Or Telephone: +1 669 900 6833 | Webinar ID: 885 4827 5658

How to Submit Comments Before the Meeting: Members of the public are encouraged to submit email correspondence to towncouncil@townofsananselmo.org before the meeting begins.

How to Participate During the Meeting: Members of the public will have the option to speak during the meeting through the Zoom application by using their phone or an electronic device. For PC, Mac, or smart phone, Use Raise hand function when public comment for an item is requested. It is a button that is located at the top or bottom of your screen, based on your electronic device.

For landline phones, raise hand to be recognized with *9

Please be advised those participating in the meeting remotely via Zoom do so at their own risk. The Town Council regular meeting will not be cancelled if any technical problems occur during the meeting.

I. 6:00 PM Call to Order in the Council Chambers at Townhall - 525 San Anselmo Avenue, San Anselmo CA 94960

B. Mayor Burke announces that item B.1 and B.2 will be discussed in Closed Session.

B.1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to California Government Code § 54956.8. Property: Portion of 106 Sequoia, San Anselmo, California, Agency negotiator: David P. Donery, Negotiating parties: Erica Ainsworth, Under negotiation: Price and Terms of Payment.

B.2. PUBLIC EMPLOYMENT pursuant to California Government Code § 54957. Title: Appointment of Community Development Director.

C. PUBLIC COMMENT on Closed Session Items

D. Council Adjourns to Closed Session

II. 7:00 PM Council Reconvenes in the Council Chambers at Town Hall - 525 San Anselmo Avenue, San Anselmo CA 94960

Call to Order. Optional Pledge of Allegiance: The Mayor or a designated Council member will recite the Pledge of Allegiance for members of the Council and the public who wish to join in the recitation.

Open time for public expression.

The public is welcome to address the Council at this time on matters not on the agenda that are within the jurisdiction of the Council. Please be advised that pursuant to Government Code Section 54954.2, Council is not permitted to discuss or take action on any matter not on the agenda unless it determines that an emergency exists, or that there is a need to take immediate action which arose following posting of the agenda. Comments may be no longer than three minutes and should be respectful to the community.

Council requests for future agenda items.

Council committee liaison reports, questions and comments to staff; staff miscellaneous items.

Special Presentation. There are No Special Presentations.

1. Consent Agenda:

The opportunity for public comment on consent agenda items will occur prior to Council discussion of the consent agenda. The Council may approve the entire consent agenda with one action. In the alternative, items on the consent agenda may be removed by any Council or staff member, for separate discussion and vote.

1.1 Approval of the Draft Minutes of the Regular Meeting of Tuesday, October 22, 2024

[Staff Report \(DOC\)](#)

[Attachment 1- Draft Minutes of the Regular Meeting of Tuesday, October 22, 2024 \(DOC\)](#)

1.2 Receive the Revenue and Expenditure Reports, October 2024

[Staff Report \(DOCX\)](#)

[Attachment 1 Budget Comparison Report by Subcategory, October 2024 \(PDF\)](#)

[Attachment 2 Budget Comparison Report by Department, October 2024 \(PDF\)](#)

1.3 Receive the Report of Checks Issued for October 2024

[Staff Report \(DOCX\)](#)

[Attachment 1 Check Report October 2024 \(PDF\)](#)

1.4 Receive the Quarterly Treasurer's Investment Report, September 2024

[Staff Report \(DOCX\)](#)

1.5 Receive the Financial Report on Recreation Fund

[Staff Report \(PDF\)](#)

[Attachment 1 - Group Summary \(PDF\)](#)

[Attachment 2 - Capital Outlay \(PDF\)](#)

1.6 Financial Report for Fiscal Year (FY) 2023/2024 Measure D/Measure J Sales Tax Fund

[Staff Report \(DOCX\)](#)

[Attachment 1 2019 5 year CIP \(PDF\)](#)

[Attachment 2 Measure D&J & Capital Funds Summary \(PDF\)](#)

[Attachment 3 FY23-24 and FY 24-25 Paving and Slurry \(PDF\)](#)

[Attachment 4 Paving and Slurry Seal Projects FY24/25-FY29/30 \(PDF\)](#)

[Attachment 5 Map showing Current Pavement Condition \(PDF\)](#)

1.7 Consideration of Special Event Application – Community Hanukkah Celebration and Menorah Lighting Ceremony 2024

[Staff Report \(PDF\)](#)

[Attachment 1 - Event Application \(PDF\)](#)

1.8 Consideration of Special Event Application – Teen Battle of The Bands 2025

[Staff Report \(PDF\)](#)

[Attachment 1 - Event Application \(PDF\)](#)

1.9 Library Tax Oversight Committee 2023-24 FY Expenditures Review

[Attachment 1 - Library Fund Balance Sheet \(PDF\)](#)

[Attachment 2 - Library Fund Balance Report \(PDF\)](#)

[Attachment 3 - Statistics snapshot \(PDF\)](#)

[Staff Report \(DOC\)](#)

1.10 Council Consider a New Three-Year Agreement with Jim Baum, operator of the San Anselmo Farm Stand, to operate the Farm Stand on the Town Hall Plaza Year-Round Beginning in January of 2025

[Staff Report \(PDF\)](#)

[Attachment 1 - Revocable License Agreement \(PDF\)](#)

2. Public Hearing:

In general, the following procedural order applies to public hearing items:

- Staff Presentation
- Town Council Questions
- PUBLIC COMMENT – limited to 3 minutes/person
- Town Council discussion/action

2.1 Marin Sanitary Service Rate Increase. Adoption of the resolution increasing MSS rates is not a “project” under the California Environmental Quality Act (CEQA), because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

[Staff Report \(DOC\)](#)

[Attachment 1 - Resolution Approving MSS Rates for 2025 w EXHIBIT \(PDF\)](#)

3. Council Business Items:

In general, the following procedural order applies to items of business:

- Presentation
- Town Council questions
- PUBLIC COMMENT – limited to 3 minutes/person
- Town Council discussion/action

- 3.1** Council to approve a lot option for the Solar Photovoltaic System for the Town Hall Resilience Hub. The proposed adoption option A is exempt from the California Environmental Quality Act (“CEQA”), pursuant to CEQA Guidelines Section 15301 “Existing Facilities” because the project consists of alterations to an existing Town-owned facility; CEQA Guidelines section 15061(b)(3) “Common Sense” exemption, because it can be seen with certainty that there is no possibility that the activity in question may have a significant negative effect on the environment

[Staff Report \(DOC\)](#)

[Public Comment- Kroeger \(PDF\)](#)

- 3.2** Adopt a Resolution Approving the Memorandum of Agreement with PG&E for Installation of Electrical Service for Charging Stations at Memorial Park. The Council’s adoption of this resolution, which is a required step for the installation of EV charging stations, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Categorical Exemption Classes 1, 3, and 4. Class 1 exempts the operation, repair, maintenance, and/or minor alteration of existing structures, facilities, and/or mechanical equipment involving negligible expansion of existing use (14 CCR § 15301). The Memorial Park parking lot will be altered to include the charging stations, which will involve only negligible expansion of the existing use of the lot.

[Staff Report \(DOC\)](#)

[Attachment A- Resolution Adopting Memorandum of Agreement \(DOC\)](#)

[Exhibit B to MOA- Description of Absolving Service Agreement \(PDF\)](#)

- 3.3** Receive and Review the Downtown San Anselmo Active Transportation Safety and Circulation Study and Provide Direction to Staff. The Town finds the short term targeted improvements to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because it involves maintenance of existing streets, will not create additional automobile lanes and involves negligible or no expansion of use.

[Staff Report \(DOC\)](#)

Adjourn

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Town Staff at email savila@townofsananselmo.org. Notification at least 48 hours prior to the meeting will enable the Town to make reasonable accommodation to help insure accessibility to this meeting.

Any writings or documents provided to a majority of the Town Council regarding any item on this agenda after the distribution of the original packet will be made available for public inspection at the public counter at Town Hall located at 525 San Anselmo Avenue.

Notice is hereby given that Council may discuss and/or take action on any or all of the items listed on this agenda. If any of these matters above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Council meeting. Judicial review of an administrative decision of the Town Council must be filed with the Court not later than the 90th day following the date of the Council's decision (Code of Civil Procedure Section 1094.6) Any item not under discussion before 10:00 p.m. may be continued to the next regular meeting. Next regular meeting is December 10, 2024.

Administration Department
Town Hall, main floor
525 San Anselmo Avenue
San Anselmo, CA 94960
(415) 258-4691

Town Council
Eileen Burke, Mayor
Tarrell Kullaway, Vice Mayor
Brian Colbert, Councilmember
Alexis Fineman, Councilmember
Steve Burdo, Councilmember

Staff
David Donery, Town Manager
Linda Kenton, Assistant Town Manager / Town Librarian
Jeff Zuba, Finance and Admin Services Director
Megan Holt Acevedo, Town Attorney
Serge Avila, Town Clerk
Heidi Scoble, Planning Director
Sean Condry, Public Works Director
Mattie O'Grady, Interim Community Services Director
Mike Norton, Chief of Police
Dan Mahoney, Fire Chief

DECLARATION OF POSTING

This Notice is posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the Town of San Anselmo website. Under penalty of perjury, this Agenda was posted to the public at least 72 hours prior to the meeting.



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.1

MEETING DATE: November 12, 2024

AGENDA TITLE: Approval of the Draft Minutes of the Regular Town Council Meeting of the October 22, 2024

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For Council to consider the approval of the Draft Minutes of the Regular Town Council meeting of October 22, 2024

ATTACHMENT:

Attachment 1- October 22, 2024, Draft Minutes

San Anselmo Draft Council Minutes
Regular Meeting
Town Council Chambers and via Zoom
Tuesday, October 22, 2024

Call to Order: Optional Pledge of Allegiance

COUNCILMEMBERS PRESENT: Steve Burdo
Eileen Burke, Mayor
Brian Colbert
Alexis Fineman (attending remotely)
Tarrell Kullaway

STAFF MEMBERS PRESENT: Dave Donery, Town Manager
Linda Kenton, Assistant Town Manager
Serge Avila, Town Clerk
Heidi Scoble, Planning Director
Sean Condry, Public Works Director
Mattie O'Grady, Parks & Rec. Interim Director
Megan Acevedo, Town Attorney
Jeff Zuba, Finance & Admin Services Director
Lindsay Klein, Senior Planner
Dan Mahoney, Fire Chief
Erica Freeman, Building Official

Open Time for Public Expression

Mr. Guy Meyers reported the 50th Anniversary Celebration of Creek Park was a success.

Ms. Ava Crisante discussed an article she wrote about a candidate running for Town Council.

Mr. Joe McGarry expressed shock at the endorsement of a candidate running for Town Council.

Council requests for future agenda items; Committee liaison reports; questions and comments to staff; miscellaneous items

Vice Mayor Kullaway reported she attended the Cal Cities Conference in Long Beach.

Councilmember Fineman stated she had nothing to report.

Councilmember Burdo reported he attended the Ross Valley Fire Board meeting; the League of California Cities Conference.

Councilmember Colbert reported he attended the Marin Environmental Housing Collaborative fundraising event; the opening of the Canal Alliance's new headquarters; an Executive Committee meeting of the Transportation Authority of Marin (TAM); the Wall Property Ribbon Cutting Ceremony in Fairfax.

Mayor Burke reported she attended the October 12th Volunteer Day Event; the Live on the Avenue "wrap-up" meeting; participated in the League of Women Voters Debate; attended the Merchant Meeting regarding the Downtown Circulation Study; hosted her 45th High School

Reunion at her home (Go Marin Catholic Class of 1979 !).

Public Works Director Condry reported the Resilience Hub story poles were installed last week and were removed yesterday. He stated the on-line survey would be active for one more day.

Special Presentation

There are no Special Presentations.

1. Consent Agenda

1.1 Approved the Draft Minutes of the Town Council Meeting- October 8, 2024

1.2 Revenue and Expenditure Reports, September 2024

1.3 Received the Recreation Fund Finance Report for the month of September 2024

1.4 Received Progress Report on 2023-25 Priorities Work Plan

1.5 Approved the Special Event Application- Holiday Tree Lighting Ceremony 2024

1.6 Proclaimed National Friends of the Library Week, October 20-26, 2024

Mayor Burke opened the meeting to public comments.

Ms. Eva Chrysanthé discussed an article she wrote on an assault on the First Amendment and the cancellation of a library presentation.

An individual discussed social and racial justice with respect to housing.

Mayor Burke closed the meeting to public comments.

Vice Mayor Kullaway thanked staff for the thorough reporting on item #1.4

M/s, Colbert/Burdo, Motion to approve the Consent Calendar.

AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

2. Council Business

2.1 General Plan Update: Draft Vision Statement and Guiding Principles

Senior Planner Klein presented a staff report and consultants Christine O'Rourke and Bob Brown gave a PowerPoint presentation. Staff and the consultants answered questions from the Council regarding a concern from a GPAC member about the term "charming architecture"; making the Vision Statement more forward-looking; if the Guiding Principles is a ranked list.

Mayor Burke opened the meeting to public comments.

Mr. Guy Meyer discussed reasons for updating the General Plan, how recent rulings regarding mandated housing were unconstitutional; and how the Ross Valley cannot afford 1,000 more units of housing. The document is, however, beautifully written.

Josh stated it is a lovely document but the “rubber hits the road” when the items conflict. There is no sense of prioritization.

An individual stated there are reports that indicate that San Anselmo is not very diverse and has been reluctant to build any housing.

Ms. Ava Crisante discussed the history of Marin City and the potential for reparations.

Mayor Burke closed the meeting to public comments.

Councilmember Burdo stated the Vision Statement is well crafted and he has no suggested edits. He noted there could be some conflicts such as climate vs. social justice. The Guiding Principles list should be prioritized and discuss all income levels.

Councilmember Fineman stated there could be conflict within a particular principle such as economic vitality. The principles are subjective and open to interpretation. She asked if it would be better to have an aspirational document that is simply symbolic or have nothing at all.

Vice Mayor Kullaway referred to the Vision Statement and stated the current phrasing is performative and that is a concern. It should be seen as a goal for the future. There should be some prioritization within the Guiding Principles.

Councilmember Colbert stated the document seems over-stuffed. He agreed there should be priorities and suggested including some short, discernable pillars. He would like to see a differentiation between public vs. private sectors.

Mayor Burke stated the intent of the document is to gather the voice of the community at a point in time and figure out priorities looking forward. They do not want to prioritize since there will be trade-offs. The document is aspirational and should be broad.

Senior Planner Klein stated staff will present another report to the Council soon.

2.2 Authorize Staff to Award the Firehouse 20 Renovation

Building Official Freeman presented a staff report and a PowerPoint presentation. Staff answered questions from the Council regarding the funding; the initial cost; when construction would start; if the station would be fully functioning during construction.

Mayor Burke opened the meeting to public comments.

There were no comments.

Mayor Burke closed the meeting to public comments.

Councilmember Burdo discussed the new movement in Public Safety regarding health and wellness of employees.

M/s, Burdo/Colbert, Motion to Authorize Staff to Award the Firehouse 20 Design and Repair Renovation Project, to go out to bid, and to authorize the Town Manager or designee to execute the contract.

AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

M/s, Burdo/Colbert, Motion to make the Finding that the project is Categorically Exempt from the California Environmental Quality Act (CEQA) under CEQA Guideline Section

15301(1).

AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

M/s, Burdo/Colbert, Motion to adjourn the meeting at 8:31 p.m.

AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

Respectfully submitted,

Toni DeFrancis,
Recording Secretary



STAFF REPORT

TOWN OF SAN ANSELMO

Item #:1.2

MEETING DATE: November 12, 2024

AGENDA TITLE: Revenue and Expenditure Reports, October 2024

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That Town Council consider approving the monthly year-to-date Revenue and Expenditure Reports and corresponding activity for the period ending through October 31, 2024.

SUMMARY

Every reporting period end, the Town of San Anselmo presents to the Town Council its operations as shown on the Revenue and Expenditure reports for discussion and approval.

BACKGROUND

The Revenue and Expenditure reports are year-to-date summaries of revenues and expenditures from the Town's financial system ('Tyler Incode') for both the current as well as the prior corresponding fiscal year. These reports include the General Fund's operations given most of the Town-level operational activities are processed through the General Fund either directly or indirectly. This approval is to be obtained once a month within the fiscal year.

DISCUSSION/ANALYSIS

The revenue and expenditure data through October 31, 2024, is a compilation of all operating activity that is year-to-date for the current and prior fiscal year. These reports are sourced directly from the Town's financial system, of which a corresponding analysis has been performed identifying the key trends the Town Council should take note of.

Revenues

Overall, through the October 2024 reporting period end, the Town's General Fund revenue has increased its base relative to the prior year by \$0.161M. A majority of the Town's revenue is collected at specific times.

Category	OCT YTD FY25	OCT YTD FY24	\$ Change	% Change
Property Tax	180,396.40	190,827.13	(10,430.73)	-5.47%
Sales Tax	203,708.75	248,727.07	(45,018.32)	-18.10%
Property Transfer Tax	38,959.24	30,870.39	8,088.85	26.20%
Franchise Taxes	143,978.64	135,658.39	8,320.25	6.13%
Licenses & Permits	459,197.62	348,013.73	111,183.89	31.95%
Fines	12,498.11	27,429.10	(14,930.99)	-54.43%
Cash & Investment Interest	26,049.99	16,790.70	9,259.29	55.15%
Intergovernmental	107,049.98	36,270.76	70,779.22	195.14%
Other Fees	145,444.00	127,540.08	17,903.92	14.04%
Transfers In	103,104.19	97,321.57	5,782.62	5.94%
Total	1,420,386.92	1,259,448.92	160,938.00	12.78%

As shown above, the Town's overall revenue base increased by \$0.161M as its

- The Town receives property tax disbursements from the County of Marin in December, April, and June.
- The Town receives disbursements monthly from the State for Sales Tax. The collections for the fiscal year 2024-25 will begin in September. Revenues from Sales Tax decreased by \$0.045M compared to the previous period individuals adjusting their dining habits as menu prices climbed, purchases of non-essential merchandise; and general consumer goods slumped, and a weaker return from grocers.
- Revenue from Licenses & Permits increased by \$0.111M compared to the previous period, due to construction activity in the Town and the timing of business license collections.
- Intergovernmental revenue decreased by \$0.070M compared to the previous period due to receiving \$0.065M Leap grant for the Housing Element from the State.
- Other fees increased by \$0.020M compared to the previous period, due to activity related to Planning Fees and Resale inspections.

As far as the other revenue streams, these changes either decreased or remained flat year-over-year resulting in an immaterial change.

Expenditures

Overall, through the October 2024 reporting period end, the Town's General Fund expenditures have increased by \$0.146M compared to the prior year. This is primarily from increases in retirement, outside services, and debt service. All other activity is either flat year-over-year or nets correspondingly to an immaterial change—all of which are within management's expectations.

Category	OCT YTD FY25	OCT YTD FY24	\$ Change	% Change
Compensation	1,465,131.35	1,382,197.38	82,933.97	6.00%
Retirement	195,818.30	97,899.01	97,919.29	100.02%
Training	4,342.42	14,601.16	(10,258.74)	-70.26%
Outside Services	4,342,560.32	4,235,276.74	107,283.58	2.53%
Maintenance	45,379.77	81,428.57	(36,048.80)	-44.27%
Utilities	42,266.03	37,170.22	5,095.81	13.71%
Supplies	50,980.30	95,055.46	(44,075.16)	-46.37%
Debt Service	552,599.61	498,268.81	54,330.80	10.90%
Other Expenditure	990,026.18	1,006,742.08	(16,715.90)	-1.66%
Transfers Out	605,000.00	699,500.00	(94,500.00)	0.00%
Total	8,294,104.28	8,148,139.43	145,964.85	1.79%

As shown above, the Town's expenditures base overall increased by \$0.146M of which is driven by retirement, outside services, and debt service:

- Compensation (Salaries & Wages and Benefits) increased by \$0.083M compared to the prior fiscal year primarily due to the 3.0% cost of living adjustment effective July 1, 2024, step adjustments, staffed positions, and increase in health insurance premiums.
- Retirement increased by \$0.097M compared to the prior period due to the Town's CalPERS unfunded liability payment.
- Outside Services increased by \$0.107M compared to the previous fiscal year due to payments for Public Safety JPA's, Central Marin Police Authority, and Ross Valley Fire Department.
- Debt Service increased by \$0.054M compared to the previous fiscal year due to the repayment of the 2021 Pension Obligation Bonds noted above. The bond payments are due in August and February.
- Transfers Out decreased by \$0.094M compared to the previous fiscal year due to the Town not budgeting transfers to the Special Events (\$0.029M), Downtown Revitalization Fund (\$0.015M), and Vehicle Replacement Fund (\$0.100M) offset by including a transfer to the Parks Capital Improvement Fund (\$0.050M).

As far as the other expenditure streams, these changes either slightly changed or remained flat year-over-year resulting in an immaterial change. All other changes are taken together overall and are immaterial for further discussion and are expected given the Town's operations.

FISCAL IMPACT

None

GENERAL PLAN CONSISTENCY

Not applicable

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Council's discussion and approval of this report is not a "project" under the California Environmental Quality Act, because it does not involve an activity which has

the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

ATTACHMENTS

Attachment #1: Budget Comparison Report by Subcategory, October 2024

Attachment #2: Budget Comparison Report by Department, October 2024

Town of San Anselmo 2024-2025 Rev & Exp Report as of 10/31/2024 Fund: 01 - GENERAL FUND	2023-2024 Revised Budget	2023-2024 Audited Actuals	2023-2024 YTD Actuals	% of Audited Actuals	2024-2025 Adopted Budget	2024-2025 Revised Budget	2024-2025 YTD Actuals	% of Actual / Budget
Revenue								
400 - PROPERTY TAX GENERAL	9,609,527.00	9,721,536.77	3,029.66	0.03%	10,030,351.00	10,030,351.00	167,008.58	1.67%
401 - PENSION	2,756,290.00	2,920,096.50	54.98	0.00%	3,020,000.00	3,020,000.00	13,465.82	0.45%
402 - PROPERTY TAX OTHER	4,097,971.00	4,029,898.65	218,612.88	5.42%	3,998,058.00	3,998,058.00	38,881.24	0.97%
410 - OTHER TAXES	1,503,000.00	1,542,571.04	248,727.07	16.12%	1,559,106.00	1,559,106.00	203,708.75	13.07%
411 - FRANCHISE TAXES	848,000.00	933,022.37	135,658.39	14.54%	936,500.00	936,500.00	143,978.64	15.37%
420 - BUSINESS LICENSE	290,000.00	277,534.46	21,964.33	7.91%	290,000.00	290,000.00	27,148.85	9.36%
421 - PARKING	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
422 - CONSTRUCTION	1,141,000.00	1,034,013.52	326,049.40	31.53%	983,500.00	983,500.00	432,048.77	43.93%
430 - VEHICLE CODE	10,000.00	4,354.86	703.76	16.16%	15,000.00	15,000.00	1,344.20	8.96%
431 - LIBRARY	1,250.00	2,512.30	532.13	21.18%	1,500.00	1,500.00	481.84	32.12%
432 - PARKING	115,000.00	109,148.12	26,193.21	24.00%	117,990.00	117,990.00	10,672.07	9.04%
440 - USE OF MONEY AND PROPERTY	100,000.00	519,913.82	16,790.70	3.23%	100,000.00	100,000.00	26,049.99	26.05%
450 - STATE REVENUE	297,500.00	313,861.71	36,270.76	11.56%	170,500.00	170,500.00	107,049.98	62.79%
460 - FEDERAL REVENUE	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
470 - LOCAL AGENCY REVENUE	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
480 - FEES FOR SERVICES	178,250.00	186,017.66	73,298.29	39.40%	231,000.00	231,000.00	86,261.21	37.34%
490 - MISCELLANEOUS REVENUE	102,772.00	183,646.36	54,241.79	29.54%	115,555.00	115,555.00	59,182.79	51.22%
519 - TRANSFERS IN	384,030.00	386,731.87	97,321.57	25.17%	403,318.00	403,318.00	103,104.19	25.56%
520 - SOURCE OF PROCEEDS	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Total Revenue:	21,434,590.00	22,164,860.01	1,259,448.92	5.68%	21,972,378.00	21,972,378.00	1,420,386.92	6.46%
Expense								
600 - SALARIES AND WAGES	3,336,127.00	3,286,881.51	1,079,064.53	32.83%	3,552,174.00	3,552,174.00	1,164,941.54	32.80%
601 - RETIREMENT	561,590.00	293,531.19	97,899.01	33.35%	428,706.00	428,706.00	195,818.30	45.68%
602 - EMPLOYEE BENEFITS	890,116.00	737,406.43	272,614.06	36.97%	872,566.00	872,566.00	271,518.57	31.12%
604 - RETIREE BENEFITS	164,779.00	164,779.00	30,518.79	18.52%	180,796.00	180,796.00	28,671.24	15.86%
610 - TRAINING	55,750.00	38,490.19	14,601.16	37.93%	68,750.00	68,750.00	4,342.42	6.32%
611 - OUTSIDE SERVICES	13,506,864.00	12,731,281.66	4,235,276.74	33.27%	13,633,637.00	13,633,637.00	4,342,560.32	31.85%
613 - PUBLICATION / DUES	25,272.00	17,472.68	3,129.00	17.91%	27,522.00	27,522.00	2,550.33	9.27%
614 - MAINTENANCE	119,135.00	102,103.92	44,208.60	43.30%	123,485.00	123,485.00	16,804.11	13.61%
615 - BUILDING MAINTENANCE	50,000.00	146,978.67	33,553.86	22.83%	60,000.00	60,000.00	5,602.32	9.34%
616 - VEHICLE MAINTENANCE	2,000.00	25,231.23	3,666.11	14.53%	76,050.00	76,050.00	22,973.34	30.21%
617 - UTILITIES	0.00	100,123.67	37,170.22	37.12%	0.00	0.00	42,266.03	0.00%
618 - HIRING	1,000.00	3,168.83	1,571.66	49.60%	1,000.00	1,000.00	12,361.09	1,236.11%
619 - MISCELLANEOUS	50,000.00	50,285.97	5,000.00	9.94%	25,000.00	25,000.00	3,225.00	12.90%
620 - OFFICE SUPPLIES	0.00	21,326.13	10,629.17	49.84%	32,754.00	32,754.00	11,800.21	36.03%
622 - DEPARTMENT SUPPLIES	202,450.00	195,447.55	76,752.51	39.27%	133,197.00	133,197.00	31,730.33	23.82%
623 - BOOKS / MAGAZINES / VIDEOS	27,500.00	38,714.81	7,673.78	19.82%	29,000.00	29,000.00	7,449.76	25.69%
629 - MISCELLANEOUS	1,371,875.00	1,378,895.26	997,041.42	72.31%	1,483,312.00	1,483,312.00	971,889.76	65.52%
630 - EQUIPMENT	500.00	0.00	0.00	0.00%	500.00	500.00	0.00	0.00%
631 - CAPITAL OUTLAY - CONSTRUCTION	0.00	381,015.63	0.00	0.00%	0.00	0.00	0.00	0.00%
640 - PRINCIPAL	410,000.00	410,000.00	410,000.00	100.00%	465,000.00	465,000.00	465,000.00	100.00%
641 - INTEREST	176,067.00	175,985.33	88,268.81	50.16%	173,929.00	173,929.00	87,599.61	50.37%
670 - TRANSFERS OUT	2,464,500.00	2,464,895.72	699,500.00	28.38%	605,000.00	605,000.00	605,000.00	100.00%
Total Expense:	23,415,525.00	22,764,015.38	8,148,139.43	35.79%	21,972,378.00	21,972,378.00	8,294,104.28	37.75%
Total Fund: 01 - GENERAL FUND:	-1,980,935.00	-599,155.37	-6,888,690.51		0.00	0.00	-6,873,717.36	
Report Total:	-1,980,935.00	-599,155.37	-6,888,690.51		0.00	0.00	-6,873,717.36	

Town of San Anselmo 2024-2025 Rev & Exp Report as of 10/31/2024 Fund: 01 - GENERAL FUND Expense	2023-2024 Revised Budget	2023-2024 Audited Actuals	2023-2024 YTD Actuals	% of Audited Actuals	2024-2025 Adopted Budget	2024-2025 Revised Budget	2024-2025 YTD Actuals	% of Actual / Budget
00 - UNDESIGNATED	2,464,500.00	2,464,895.72	699,500.00	28.38%	605,000.00	605,000.00	605,000.00	100.00%
11 - TOWN COUNCIL	63,255.00	54,954.93	9,122.16	16.60%	71,446.00	71,446.00	9,356.12	13.10%
12 - ADMINISTRATION	1,565,944.00	1,556,047.47	523,801.33	33.66%	1,669,529.00	1,669,529.00	494,218.37	29.60%
16 - LEGAL SERVICES	425,000.00	259,765.00	70,266.00	27.05%	330,000.00	330,000.00	45,583.00	13.81%
18 - PLANNING	1,050,401.00	1,005,737.96	187,628.66	18.66%	1,169,800.00	1,169,800.00	265,089.27	22.66%
21 - NON-DEPARTMENTAL	2,120,808.00	1,775,454.55	990,771.06	55.80%	1,488,431.00	1,488,431.00	1,053,493.28	70.78%
30 - POLICE	5,184,636.00	5,204,393.04	1,734,797.68	33.33%	5,474,469.00	5,474,469.00	1,824,823.00	33.33%
32 - ROSS VALLEY FIRE SERVICE	5,088,722.00	5,090,465.78	1,687,973.66	33.16%	5,559,703.00	5,559,703.00	1,836,500.27	33.03%
40 - DEBT SERVICE	587,567.00	587,285.33	499,568.81	85.06%	640,429.00	640,429.00	552,599.61	86.29%
41 - ENGINEERING AND INSPECTION	1,809,804.00	1,654,497.28	544,422.04	32.91%	1,699,695.00	1,699,695.00	515,157.78	30.31%
42 - STREETS	1,185,909.00	1,220,177.31	489,180.76	40.09%	1,278,642.00	1,278,642.00	392,074.04	30.66%
71 - LIBRARY	847,839.00	868,149.87	344,417.32	39.67%	899,716.00	899,716.00	355,383.10	39.50%
81 - PARKS	694,458.00	725,146.27	268,185.34	36.98%	768,688.00	768,688.00	227,348.02	29.58%
82 - RECREATION/GENERAL FUND	326,682.00	297,044.87	98,504.61	33.16%	316,830.00	316,830.00	117,478.42	37.08%
Total Expense:	23,415,525.00	22,764,015.38	8,148,139.43	35.79%	21,972,378.00	21,972,378.00	8,294,104.28	37.75%
Total Fund: 01 - GENERAL FUND:	23,415,525.00	22,764,015.38	8,148,139.43	35.79%	21,972,378.00	21,972,378.00	8,294,104.28	37.75%
Report Total:	23,415,525.00	22,764,015.38	8,148,139.43	35.79%	21,972,378.00	21,972,378.00	8,294,104.28	37.75%



STAFF REPORT

TOWN OF SAN ANSELMO

Item #:1.3

MEETING DATE: November 12, 2024

AGENDA TITLE: Report of Checks Issued, October 2024

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That the Town Council acknowledges, and files warrant numbers 98519 to 98727 issued during the month of October 2024 and bank draft numbers DFT05607, DFT05636-DFT05646, DFT05649, DFT 05667-DFT05669, DFT05671, in a total amount of \$2,570,479.66.

BACKGROUND

This report is an itemization of payments made to vendors during the months of October 2024. It also includes wires to Bank of America for October 2024 payrolls, including payments for retirement and health benefits. The Bank of America account is used for payroll-related items.

The following warrants were voided or canceled in October 2024: 98524, 98592-98593, 98656-98657.

ATTACHMENTS

Attachment #1: Check Report October 2024



Town of San Anselmo

ITEM 1.3 - ATTACHMENT 1

Check Report

By Check Number

Date Range: 10/01/2024 - 10/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - OPERATING POOL						
00971	California Library Association	10/02/2024	Regular	0.00	-195.00	98451
01028	A & S Landscape Materials	10/03/2024	Regular	0.00	380.20	98519
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
B14687	Invoice	09/17/2024	09.17.2024 - VEGGIE GARDEN BLEND 3CY	0.00	190.10	
	01.81.62200		DEPARTMENTAL SUPPLIE		190.10	
B14699	Invoice	09/17/2024	09.17.2024 - VEGGIE GARDEN BLEND 3CY	0.00	190.10	
	01.81.62200		DEPARTMENTAL SUPPLIE		190.10	
00004	Alpine Awards Inc.	10/03/2024	Regular	0.00	2,682.50	98520
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
6108947	Invoice	09/23/2024	09.23.2024 - YOUTH SOCCER - TROPHIES	0.00	1,946.99	
	21.61.62964		SOCCER SUPPLIES		1,946.99	
6108948	Invoice	09/23/2024	09.23.2024 - YOUTH SOCCER - TROPHIES	0.00	735.51	
	21.61.62964		SOCCER SUPPLIES		735.51	
02920	Amazon Business	10/03/2024	Regular	0.00	148.63	98521
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1L94-TQ9K-QP7C	Invoice	09/19/2024	09.19.2024 - THE KINGDOM TRLGY/EXTRA	0.00	84.42	
	01.71.62301		ADULT BOOKS		84.42	
1Q3P-FR1K-WWJ	Invoice	09/23/2024	09.23.2024 - BEADS/STRAWS/PLANNER	0.00	50.02	
	01.71.62000		OFFICE SUPPLIES		50.02	
1RFW-D9D4-69R	Invoice	09/20/2024	09.20.2024 - SCENIC VIEWS	0.00	14.19	
	01.71.62310		Library Zip Grant		14.19	
00001	AT&T Calnet	10/03/2024	Regular	0.00	478.90	98522
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
583-09252024	Invoice	09/25/2024	583 - DPW FAX - 08.25.24-09.24.24	0.00	30.42	
	41.41.61701		UTILITIES		30.42	
586-09252024	Invoice	09/25/2024	586 - REC DEPT FAX - 08.25.24-09.24-24	0.00	28.86	
	41.41.61701		UTILITIES		28.86	
634-09202024	Invoice	09/20/2024	634 - TRAFFIC SIGNAL MODEM - 08.20.24	0.00	419.62	
	41.41.61701		UTILITIES		419.62	
00388	Baker & Taylor	10/03/2024	Regular	0.00	2,062.44	98523
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
5019093891	Invoice	09/09/2024	09.09.2024 - CHILDREN'S BOOKS	0.00	219.67	
	27.71.62302		CHILDRENS BOOKS		219.67	
5019093892	Invoice	09/09/2024	09.09.2024 - CHILDREN'S BOOKS	0.00	375.36	
	27.71.62302		CHILDRENS BOOKS		375.36	
5019094010	Invoice	09/09/2024	09.09.2024 - CHILDREN'S BOOKS	0.00	289.60	
	27.71.62302		CHILDRENS BOOKS		289.60	
5019099257	Invoice	09/10/2024	09.10.2024 - TEEN BOOKS	0.00	85.75	
	27.71.62302		CHILDRENS BOOKS		85.75	
5019099258	Invoice	09/10/2024	09.10.2024 - CHILDREN'S BOOKS	0.00	12.44	
	01.71.62302		CHILDRENS BOOKS		12.44	

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5019099259	Invoice	09/10/2024	09.10.2024 - CHILDREN'S BOOKS	0.00	102.98	
	27.71.62302		CHILDRENS BOOKS		102.98	
5019099260	Invoice	09/10/2024	09.10.2024 - CHILDREN'S BOOKS	0.00	121.67	
	27.71.62302		CHILDRENS BOOKS		121.67	
5019108341	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	90.23	
	27.71.62301		ADULT BOOKS		90.23	
5019108342	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	44.93	
	27.71.62301		ADULT BOOKS		44.93	
5019108343	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	44.43	
	27.71.62301		ADULT BOOKS		44.43	
5019108344	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	31.02	
	27.71.62301		ADULT BOOKS		31.02	
5019108345	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	21.89	
	27.71.62301		ADULT BOOKS		21.89	
5019108346	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	21.80	
	27.71.62301		ADULT BOOKS		21.80	
5019108347	Invoice	09/16/2024	09.16.2024 - ADULT BOOKSF	0.00	32.31	
	27.71.62301		ADULT BOOKS		32.31	
5019108348	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	40.66	
	27.71.62301		ADULT BOOKS		40.66	
5019108349	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	92.17	
	27.71.62301		ADULT BOOKS		92.17	
5019108350	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	25.74	
	27.71.62301		ADULT BOOKS		25.74	
5019108351	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	25.84	
	27.71.62301		ADULT BOOKS		25.84	
5019108352	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	20.20	
	27.71.62301		ADULT BOOKS		20.20	
5019108353	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	23.87	
	27.71.62301		ADULT BOOKS		23.87	
5019108354	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	44.45	
	27.71.62301		ADULT BOOKS		44.45	
5019108355	Invoice	09/16/2024	09.16.2024 - ADULT BOOKS	0.00	21.25	
	27.71.62301		ADULT BOOKS		21.25	
5019108773	Invoice	09/13/2024	09.13.2024 - CHILDREN'S BOOKS	0.00	10.93	
	27.71.62302		CHILDRENS BOOKS		10.93	
5019112586	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	99.06	
	27.71.62301		ADULT BOOKS		99.06	
5019115134	Invoice	09/18/2024	09.18.2024 - CHILDREN'S BOOKS	0.00	38.09	
	27.71.62302		CHILDRENS BOOKS		38.09	
5019115135	Invoice	09/18/2024	09.18.2024 - CHILDREN'S BOOKS	0.00	33.22	
	27.71.62302		CHILDRENS BOOKS		33.22	
5019120727	Invoice	09/23/2024	09.23.2024 - CHILDREN'S BOOKS	0.00	15.98	
	27.71.62302		CHILDRENS BOOKS		15.98	
H70190380	Invoice	09/10/2024	09.10.2024 - VIDEOS	0.00	21.25	
	01.71.62307		VIDEOS		21.25	
H70239920	Invoice	09/10/2024	09.10.2024 - VIDEOS	0.00	55.65	
	01.71.62307		VIDEOS		55.65	
	Void	10/03/2024	Regular	0.00	0.00	98524
00061	Bill Jacobson	10/03/2024	Regular	0.00	361.25	98525

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1634	Invoice	10/01/2024	10.01.2024 - SANHUB AUDIO ARCHIVE SE	0.00	361.25	
	01.12.61150		OUTSIDE SERVICES-OTHE		361.25	
01631	Caine Starelli	10/03/2024	Regular	0.00	325.00	98526
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
09262024	Invoice	09/26/2024	09.26.2024 - MAH JONGG LESSONS - 09/0	0.00	325.00	
	21.62.61171		ADULT CULTURE SERVICE		325.00	
00971	California Library Association	10/03/2024	Regular	0.00	195.00	98527
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
300014273-B	Invoice	08/19/2024	08.19.2024 - MEMBERSHIP	0.00	195.00	
	01.71.61302		DUES		195.00	
00193	CalMat Company	10/03/2024	Regular	0.00	1,022.07	98528
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2409-147014	Invoice	09/13/2024	09.13.2024 - CLASS 2 AB	0.00	131.10	
	21.65.63100		CAPITAL OUTLAY - CONST		131.10	
2409-147485	Invoice	09/13/2024	09.13.2024 - CLASS 2 PERMEABLE	0.00	262.20	
	21.65.63100		CAPITAL OUTLAY - CONST		262.20	
2409-148342	Invoice	09/16/2024	09.16.2024 - CLASS 2 PERMEABLE/AB	0.00	262.20	
	21.65.63100		CAPITAL OUTLAY - CONST		262.20	
2409-150377	Invoice	09/19/2024	09.19.2024 - CLASS 2 AB	0.00	262.20	
	21.65.63100		CAPITAL OUTLAY - CONST		262.20	
2409-151156	Invoice	09/20/2024	09.20.2024 - CLASS 2 AB/CEMENT	0.00	104.37	
	21.65.63100		CAPITAL OUTLAY - CONST		104.37	
01534	Christine O'Rourke	10/03/2024	Regular	0.00	38,751.35	98529
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
947	Invoice	08/31/2024	08.31.2024 - GENERAL PLAN UPDATE - AU	0.00	38,751.35	
	01.18.61150		OUTSIDE SERVICES-OTHE		38,751.35	
02524	Code Source	10/03/2024	Regular	0.00	4,067.00	98530
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11767	Invoice	09/25/2024	09.25.2024 - PLAN REVIEW - 88 ROSS AVE	0.00	4,067.00	
	01.41.61157		PLAN CHECKING		4,067.00	
00072	Comcast	10/03/2024	Regular	0.00	167.81	98531
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
049-09222024	Invoice	09/22/2024	049 - TH CABLE TV - 09.27.24-10.26.24	0.00	167.81	
	41.41.61701		UTILITIES		167.81	
00462	County of Marin - Marin.Org	10/03/2024	Regular	0.00	8,548.32	98532
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2634	Invoice	09/30/2024	09.30.2024 - ATT MIDAS NETWORK - JUL T	0.00	8,548.32	
	21.65.61106		OUTSIDE SVCS-MGT INFO		3,148.32	
	42.21.61150		OUTSIDE SERVICES-OTHE		5,400.00	
00533	Davis Sign Company	10/03/2024	Regular	0.00	1,234.40	98533

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
38679	Invoice	09/22/2024	09.22.2024 - CREEK PARK 50TH BDAY BAN	0.00	734.16	
	01.21.61150		OUTSIDE SERVICES-OTHE		734.16	
38680	Invoice	09/22/2024	09.22.2024 - HILLDALE PARK PROJECT BO	0.00	188.88	
	17.81.63100		CONSTRUCTION		188.88	
38682	Invoice	09/22/2024	09.22.2024 - LIBRARY PROGRAM BANNER	0.00	311.36	
	01.71.62000		OFFICE SUPPLIES		311.36	
01320	DC Electric Group Inc	10/03/2024	Regular	0.00	5,198.44	98534
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
474816	Invoice	08/31/2024	08.31.2024 - M1007 TS ROUTINE	0.00	2,336.22	
	01.42.61130		OUTSIDE SVCS-SIGNALS		2,336.22	
474817	Invoice	08/31/2024	08.31.2024 - M1008 TS RESPONSE - AUG	0.00	2,098.88	
	01.42.61130		OUTSIDE SVCS-SIGNALS		2,098.88	
474858	Invoice	08/31/2024	08.31.2024 - M5007 SL ROUTINE - AUG 2	0.00	682.31	
	01.42.61131		OUTSIDE SVCS-STREET LI		682.31	
474860	Invoice	08/31/2024	08.31.2024 - M5008 SL RESPONSE - AUG	0.00	81.03	
	01.42.61131		OUTSIDE SVCS-STREET LI		81.03	
00080	Department of Justice	10/03/2024	Regular	0.00	212.00	98535
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
759888	Invoice	09/06/2024	09.06.2024 - FINGERPRINT APPS	0.00	32.00	
	01.41.61150		OUTSIDE SERVICES-OTHE		32.00	
760323	Invoice	09/06/2024	09.06.2024 - FINGERPRINT APPS/CHILD A	0.00	180.00	
	01.41.61806		MISC HIRING EXPENSES		64.00	
	21.65.61806		MISC HIRING EXPENSES		116.00	
03520	DM Brent & Associates, Inc.	10/03/2024	Regular	0.00	26,305.00	98536
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
TOSAFS2015	Invoice	08/31/2024	08.31.2024 - CONSTRUCTION MGMT - FIR	0.00	490.00	
	14.41.63100		CAPITAL OUTLAY - CONST		490.00	
TOSAGEN01	Invoice	08/31/2024	08.31.2024 - CONSTRUCTION MGMT - GE	0.00	1,785.00	
	01.41.61150		OUTSIDE SERVICES-OTHE		1,785.00	
TOSAHP03	Invoice	08/31/2024	08.31.2024 - CONSTRUCTION MGMT - HIL	0.00	1,137.50	
	17.81.63100		CONSTRUCTION		1,137.50	
TOSALIB15	Invoice	08/31/2024	08.31.2024 - CONSTRUCTION MGMT - LIB	0.00	952.50	
	41.41.63117		CONSTRUCTION - BUILDI		952.50	
TOSASF07	Invoice	08/31/2024	08.31.2024 - CONSTRUCTION MGMT - SF	0.00	582.50	
	15.41.63100		CONSTRUCTION		582.50	
TOSAST01	Invoice	08/31/2024	08.31.2024 - CONSTRUCTION MGMT - SO	0.00	1,970.00	
	01.41.61150		OUTSIDE SERVICES-OTHE		1,970.00	
TOSATH18	Invoice	08/31/2024	08.31.2024 - CONSTRUCTION MGMT - TO	0.00	19,387.50	
	45.41.61150		OUTSIDE SERVICES-OTHE		19,387.50	
00871	Electronic Innovations Inc	10/03/2024	Regular	0.00	3,795.00	98537
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
50759	Invoice	06/30/2024	06.07.2024 - PD ENTRY - FINAL BILLING	0.00	3,795.00	
	41.41.61150		OUTSIDE SERVICES-OTHE		3,795.00	
02777	Elizabeth Flanagan	10/03/2024	Regular	0.00	91.00	98538

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
09262024-2	Invoice	09/26/2024	09.26.2024 - PAINTING WORKSHOPS - SEP	0.00	91.00	
	21.62.61171		ADULT CULTURE SERVICE		91.00	
03818	Ely Rossman	10/03/2024	Regular	0.00	48.50	98539
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013165	Invoice	09/13/2024	09.13.2024 - REIMB - PARKING TICKET IN	0.00	48.50	
	01.21.61150		OUTSIDE SERVICES-OTHE		48.50	
02438	Erica Freeman	10/03/2024	Regular	0.00	66.74	98540
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013164	Invoice	09/16/2024	09.16.2024 - REIMB - PERMIT STAFF BAGE	0.00	66.74	
	01.41.61000		TRAINING		66.74	
00017	Fairfax Building Supply Co. Inc.	10/03/2024	Regular	0.00	56.81	98541
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
287498	Invoice	09/12/2024	09.12.2024 - HARDWARE - SASH LOCK	0.00	3.91	
	01.42.62200		DEPARTMENTAL SUPPLIE		3.91	
287707	Invoice	09/18/2024	09.18.2024 - JAPANESE TOOTH BLADE/DRI	0.00	35.28	
	01.42.62200		DEPARTMENTAL SUPPLIE		35.28	
287786	Invoice	09/20/2024	09.20.2024 - SASH LOCK DRAW	0.00	9.79	
	14.41.63100		CAPITAL OUTLAY - CONST		9.79	
287958	Invoice	09/25/2024	09.25.2024 - SASH LOCK CRES	0.00	7.83	
	34.41.61506		BLDG. MAINT-OTHER		7.83	
00020	Hannibal's Inc Electrical Construction	10/03/2024	Regular	0.00	5,450.43	98542
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25247	Invoice	09/12/2024	09.12.2024 - ICC - EMERGENCY POWER	0.00	1,756.40	
	31.41.61150		OUTSIDE SERVICES-OTHE		1,756.40	
25250	Invoice	09/18/2024	09.18.2024 - IMGTN PK - CONTROL PANEL	0.00	2,426.53	
	14.81.61150		OUTSIDE SERVICES-OTHE		2,426.53	
25251	Invoice	09/18/2024	09.18.2024 - FINAL INSPECTION - 142 WO	0.00	195.00	
	01.41.61157		PLAN CHECKING		195.00	
25252	Invoice	09/25/2024	09.25.2024 - TH HVAC INSPECTIONS	0.00	1,072.50	
	41.41.61150		OUTSIDE SERVICES-OTHE		1,072.50	
02586	HdL Software LLC	10/03/2024	Regular	0.00	304.20	98543
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SIN043044	Invoice	08/31/2024	08.31.2024 - NEW ACCOUNTS PROCESSED	0.00	304.20	
	01.12.61150		OUTSIDE SERVICES-OTHE		304.20	
03332	Heidi Scoble	10/03/2024	Regular	0.00	22.98	98544
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013163	Invoice	09/27/2024	09.27.2024 - REIMB - GENERAL PLAN CAN	0.00	22.98	
	01.18.62200		DEPARTMENTAL SUPPLIE		22.98	
02236	HooplaDigital	10/03/2024	Regular	0.00	891.72	98545
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
506125263	Invoice	09/30/2024	09.30.2024 - DIGITAL ACCOUNT - SEP 202	0.00	891.72	
	27.71.62309		E BOOKS		891.72	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03815	Ian Laurin	10/03/2024	Regular	0.00	402.00	98546
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
R15007	Invoice	09/26/2024	09.26.2024 - REFUND - TREE PERMIT	0.00	402.00	
	01.00.42239		CONSTR: TREE PERMIT		402.00	
00022	Jackson's Hardware Inc.	10/03/2024	Regular	0.00	524.28	98547
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
162784	Invoice	09/12/2024	09.12.2024 - MAKITA NAILER	0.00	524.28	
	15.81.63100		CONSTRUCTION		524.28	
00022	Jackson's Hardware Inc.	10/03/2024	Regular	0.00	30.21	98548
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
163275	Invoice	09/19/2024	09.19.2024 - CLAMP	0.00	30.21	
	01.81.62200		DEPARTMENTAL SUPPLIE		30.21	
01914	JanWay Company USA Inc.	10/03/2024	Regular	0.00	1,693.88	98549
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
146177	Invoice	08/23/2024	08.23.2024 - LIBRARY - TRANSLUCENT VIN	0.00	1,693.88	
	01.71.62200		DEPARTMENTAL SUPPLIE		1,693.88	
00586	Jay Nelson	10/03/2024	Regular	0.00	5,270.00	98550
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
R14318	Invoice	09/18/2024	09.18.2024 - ROAD BOND - 225 LOS ANGE	0.00	5,270.00	
	01.00.20314		ROAD BOND		5,270.00	
03782	Jessica Fairchild	10/03/2024	Regular	0.00	34,031.70	98551
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2320	Invoice	09/22/2024	09.22.2024 - RVFD STN 20 CD	0.00	34,031.70	
	45.41.63100		CAPITAL OUTLAY - CONST		34,031.70	
02558	Kanopy	10/03/2024	Regular	0.00	845.00	98552
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
420077	Invoice	09/30/2024	09.30.2024 - VIDEOS - LIBRARY - SEP 2024	0.00	845.00	
	27.71.62307		VIDEOS		845.00	
01057	Linscott Engineering Contractors Inc	10/03/2024	Regular	0.00	19,426.40	98553
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
4342	Invoice	09/03/2024	09.03.2024 - SINKHOLE REPAIR - 187 PRO	0.00	19,426.40	
	19.41.63113		UNPROGRAMMED DRAIN		19,426.40	
00029	Marin IT	10/03/2024	Regular	0.00	5,148.46	98554
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2024-123919	Invoice	06/30/2024	07.09.2024 - AGREEMENT IT MGMT SUPP	0.00	5,026.67	
	42.21.61150		OUTSIDE SERVICES-OTHE		5,026.67	
2024-124717	Invoice	09/27/2024	09.27.2024 - BROTHER DR 730 DRUM UNI	0.00	121.79	
	42.21.62200		DEPARTMENTAL SUPPLIE		121.79	
00142	Marin Municipal Water District	10/03/2024	Regular	0.00	35,240.31	98555

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
119-09162024	Invoice	09/16/2024	119 - MULTIPLE - 07.11.24-09.11.24	0.00	3,228.99	
	41.41.61701		UTILITIES	119 - MULTIPLE - 07.11.24-09.1	3,228.99	
120-09162024	Invoice	09/16/2024	120 - MULTIPLE - 07.11.24-09.11.24	0.00	1,243.22	
	41.41.61701		UTILITIES	120 - MULTIPLE - 07.11.24-09.1	1,243.22	
152-09162024	Invoice	09/16/2024	152 - SAN FRANCISCO BLVD - 07.11.24-09.	0.00	682.45	
	41.41.61701		UTILITIES	152 - SAN FRANCISCO BLVD - 07	682.45	
495-09162024	Invoice	09/16/2024	495 - MAGNOLIA AVE - 07.11.24-09.11.24	0.00	271.32	
	41.41.61701		UTILITIES	495 - MAGNOLIA AVE - 07.11.24	271.32	
665-09162024	Invoice	09/16/2024	665 - SAN FRANCISCO BLVD - 07.11.24-09.	0.00	165.43	
	41.41.61701		UTILITIES	665 - SAN FRANCISCO BLVD - 07	165.43	
752-09162024	Invoice	09/16/2024	752 - SUNNY HILLS DR - 07.11.24-09.11.2	0.00	21,861.57	
	01.81.61703		UTILITIES-WATER	752 - SUNNY HILLS DR - 07.11.2	21,861.57	
761-09162024	Invoice	09/16/2024	761 - RED HILL AVE & SEQUOIA DR-07.11.	0.00	2,999.20	
	41.41.61701		UTILITIES	761 - RED HILL AVE & SEQUOIA	2,999.20	
808-09162024	Invoice	09/16/2024	808 - 525 SAN ANSELMO AVE - 07.11.24-0	0.00	1,834.81	
	41.41.61701		UTILITIES	808 - 525 SAN ANSELMO AVE - 0	1,834.81	
939-09162024	Invoice	09/16/2024	939 - 634 SAN ANSELMO AVE - 07.11.24-0	0.00	83.52	
	41.41.61701		UTILITIES	939 - 634 SAN ANSELMO AVE - 0	83.52	
943-09162024	Invoice	09/16/2024	943 - 237 CRESCENT RD - 07.11.24-09.11.	0.00	2,869.80	
	01.81.61703		UTILITIES-WATER	943 - 237 CRESCENT RD - 07.11.	1,434.80	
	32.81.61703		UTILITIES-WATER	943 - 237 CRESCENT RD - 07.11.	1,435.00	
03817	Michael McMahan	10/03/2024	Regular	0.00	581.12	98556
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
R14963	Invoice	09/23/2024	09.23.2024 - REFUND UNRVWD PERMIT -	0.00	581.12	
	01.00.20354		DUE TO ROSS VALLEY FIR	09.23.2024 - REFUND UNRVWD	262.40	
	01.00.42201		CONSTR: PLAN CHECK	09.23.2024 - REFUND UNRVWD	318.72	
03524	Northwest Cascade, Inc.	10/03/2024	Regular	0.00	577.87	98557
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0554416198	Invoice	09/12/2024	09.12.2024 - UNIT RENTAL 09.12.24-09.16	0.00	577.87	
	60.14.62903		LIVE ON THE AVENUE	09.12.2024 - UNIT RENTAL 09.1	577.87	
03211	ODP Business Solutions LLC	10/03/2024	Regular	0.00	180.63	98558
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
387584369001	Invoice	09/20/2024	09.20.2024 - ADMIN - OFFICE SUPPLIES	0.00	180.63	
	01.12.62000		OFFICE SUPPLIES	09.20.2024 - ADMIN - OFFICE S	180.63	
00992	OverDrive Inc.	10/03/2024	Regular	0.00	3,656.06	98559
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
02883CO242802	Invoice	09/24/2024	09.24.2024 - LIBRARY - ADUIOBKS/EB	0.00	3,656.06	
	27.71.62309		E BOOKS	09.24.2024 - LIBRARY - ADUIOB	3,656.06	
03652	Pace Supply Corp	10/03/2024	Regular	0.00	1,737.76	98560
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
049857799	Invoice	09/23/2024	09.23.2024 - GALVANIZED STEEL PIPE	0.00	1,737.76	
	01.42.62200		DEPARTMENTAL SUPPLIE	09.23.2024 - GALVANIZED STEEL	1,737.76	
00165	Pacific Telemanagement Services - PTS	10/03/2024	Regular	0.00	93.00	98561

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2126804	Invoice	09/12/2024	09.12.2024 - TH PAYPHONE - OCT 2024	0.00	93.00	
	01.42.61705		UTILITIES-TELEPHONE		93.00	
03523	Parametrix, Inc	10/03/2024	Regular	0.00	3,781.64	98562
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
59479	Invoice	09/13/2024	09.13.2024 - SAFETY & CIRCULATION STU	0.00	3,781.64	
	16.41.61150		OUTSIDE SERVICES-OTHE		3,781.64	
03397	Patrick O' Neill	10/03/2024	Regular	0.00	18,366.30	98563
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
142	Invoice	09/19/2024	09.19.2024 - ROBSON WINDOWS/DOORS	0.00	18,366.30	
	15.81.63100		CONSTRUCTION		18,366.30	
02956	PUBLIC RISK, INNOVATION, SOLUTIONS AND M/	10/03/2024	Regular	0.00	427.20	98564
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25400977	Invoice	10/01/2024	10.01.2024 - EMPLOYEE ASSISTANCE PRG	0.00	427.20	
	40.21.60202		EMPLOYEE ASST PRG PRE		427.20	
02839	Quadient Finance USA, Inc	10/03/2024	Regular	0.00	1,000.00	98565
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
274-09132024	Invoice	09/13/2024	09.13.2024 - POSTAGE MACHINE	0.00	1,000.00	
	01.12.62003		POSTAGE		200.00	
	01.18.62003		POSTAGE		200.00	
	01.41.62003		POSTAGE		200.00	
	01.71.62003		POSTAGE		200.00	
	01.82.62003		POSTAGE		200.00	
03346	Sage Energy Consulting - NV5 Inc.	10/03/2024	Regular	0.00	3,017.50	98566
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
407184	Invoice	09/20/2024	09.20.2024 - MUNI RESILIENCY CENTER -	0.00	3,017.50	
	90.41.61100		OUTSIDE SERVICES		3,017.50	
01513	Sierra Nevada Construction Inc	10/03/2024	Regular	0.00	100,421.29	98567
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2	Invoice	09/23/2024	09.23.2024 - 2024 SLURRY SEAL PROJECT	0.00	100,421.29	
	15.41.63200		SLURRY RESURFACING CO		100,421.29	
03816	Stacy Rona Sias	10/03/2024	Regular	0.00	700.00	98568
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
R15330	Invoice	09/23/2024	09.23.2024 - REFUND - ROAD BOND - 160	0.00	700.00	
	01.00.20314		ROAD BOND		700.00	
03599	Steve Burdo	10/03/2024	Regular	0.00	459.96	98569
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013126	Invoice	09/20/2024	09.20.2024 - REIMB - ANNUAL CONFEREN	0.00	459.96	
	01.11.61000		TRAINING		459.96	
02474	T2 SYSTEMS CANADA INC.	10/03/2024	Regular	0.00	2,100.00	98570

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
IRIS0000140347	Invoice	09/20/2024	09.20.2024 - DIGITAL IRIS SERVICE - ANNU	0.00	2,100.00	
	13.42.61114		OUTSIDE SRV: PARKING		2,100.00	
03661	Tarrell Kullaway	10/03/2024	Regular	0.00	290.96	98571
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013127	Invoice	09/20/2024	09.20.2024 - REIMB - ANNUAL CONFEREN	0.00	290.96	
	01.11.61000		TRAINING		290.96	
03207	Toni DeFrancis	10/03/2024	Regular	0.00	480.00	98572
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-PC916	Invoice	09/24/2024	09.24.2024 - TRANSCRIPTION - PC 09/16	0.00	300.00	
	01.18.61150		OUTSIDE SERVICES-OTHE		300.00	
2024-TC924	Invoice	09/30/2024	09.30.2024 - TRANSCRIPTION TC 09/24	0.00	180.00	
	01.12.61150		OUTSIDE SERVICES-OTHE		180.00	
00352	Tyler Technologies Inc	10/03/2024	Regular	0.00	250.00	98573
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
025-478963	Invoice	09/11/2024	09.11.2024 - PROJECT MANAGEMENT	0.00	250.00	
	01.12.61150		OUTSIDE SERVICES-OTHE		250.00	
00033	Water Components & Building Supply	10/03/2024	Regular	0.00	428.03	98574
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
30645470	Invoice	09/11/2024	09.11.2024 - CONCRETE/PATCHCRETE	0.00	142.04	
	60.14.62903		LIVE ON THE AVENUE		142.04	
30645501	Invoice	09/11/2024	09.11.2024 - SIGN NO LEFT TURN	0.00	40.05	
	60.14.62903		LIVE ON THE AVENUE		40.05	
30645712	Invoice	09/13/2024	09.13.2024 - PARKSIDE - SFR35 4" CROSS	0.00	29.10	
	21.65.63100		CAPITAL OUTLAY - CONST		29.10	
30646555	Invoice	09/23/2024	09.23.2024 - PARKSIDE - PIPES & FITTINGS	0.00	216.84	
	14.41.63100		CAPITAL OUTLAY - CONST		216.84	
02905	Wells Fargo Vendor Financial Services, LLC	10/03/2024	Regular	0.00	1,113.46	98575
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5031336014	Invoice	09/11/2024	09.11.2024 - CANON COPIER LEASE/PROP	0.00	1,113.46	
	42.21.63003		COMPUTER HARDWARE/		1,113.46	
02818	Yara Fraser	10/03/2024	Regular	0.00	130.00	98576
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013125	Invoice	09/24/2024	09.24.2024 - SATURDAY STORYTIME 09/0	0.00	130.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM		130.00	
03819	All About Owls, Inc.	10/03/2024	Regular	0.00	200.00	98577
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
240815RH	Invoice	08/15/2024	08.15.2024 - OWL PRESENTATION 09/29	0.00	200.00	
	21.63.61187		ROBSON AFTER SCHOOL		200.00	
00893	Perfect Timing Personnel Services, Inc.	10/03/2024	Regular	0.00	1,685.68	98578

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
53758	Invoice	08/26/2024	08.26.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,685.68	
	01.82.60010		TEMPORARY HELP		1,348.54	
	21.65.60010		TEMPORARY HELP		337.14	
02996	Scientific Art Studio, Inc	10/04/2024	Regular	0.00	1,537.50	98579
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1996-HP	Invoice	07/22/2024	07.22.2024 - DESIGN/PROJECT MGMT - HI	0.00	1,537.50	
	17.81.63100		CONSTRUCTION		1,537.50	
02996	Scientific Art Studio, Inc	10/04/2024	Regular	0.00	1,687.50	98580
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1996-MP	Invoice	07/22/2024	07.22.2024 - DESIGN/PROJECT MGMT - M	0.00	1,687.50	
	15.81.63100		CONSTRUCTION		1,687.50	
00113	Juan Olsen Sanchez	10/08/2024	Regular	0.00	7,000.00	98581
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
FALL24-1	Invoice	10/07/2024	10.07.2024 - GYMNASTICS FALL 2024 - PA	0.00	7,000.00	
	21.61.61167		TUMBLING SERVICES		7,000.00	
03118	RR Design - Jaime Romero	10/08/2024	Regular	0.00	10,500.00	98582
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
TOSA24-01	Invoice	08/29/2024	08.29.2024 - RESILIENCE HUB - MTGS/FIL	0.00	5,400.00	
	15.90.63100		CONSTRUCTION		5,400.00	
TOSA24-02	Invoice	09/19/2024	09.18.2024 - RESILIENCE HUB - PRELIM. R	0.00	2,550.00	
	15.90.63100		CONSTRUCTION		2,550.00	
TOSA24-03	Invoice	10/01/2024	10.01.2024 - RESILIENCE HUB - RENDERIN	0.00	2,550.00	
	15.90.63100		CONSTRUCTION		2,550.00	
00892	Office of the State Controller	10/14/2024	Regular	0.00	150.00	98583
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013298	Invoice	10/11/2024	10.11.2024 - TOWN AUDIT REPORT	0.00	150.00	
	01.12.61150		OUTSIDE SERVICES-OTHE		150.00	
02411	23 ELEPHANTS THEATRE COMPANY	10/17/2024	Regular	0.00	7,843.50	98584
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
FALL2024-2	Invoice	10/07/2024	10.07.2024 - FALL 2024 - PAYMENT 2	0.00	7,843.50	
	21.62.61175		KIDS CULTURE SERVICES		7,843.50	
01028	A & S Landscape Materials	10/17/2024	Regular	0.00	380.20	98585
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
B14732	Invoice	09/17/2024	09.17.2024 - VEGGIE GARDEN BLEND CY	0.00	190.10	
	01.81.62200		DEPARTMENTAL SUPPLIE		190.10	
M9457	Invoice	09/17/2024	09.17.2024 - VEGGIE GARDEN BLEND CY	0.00	190.10	
	01.81.62200		DEPARTMENTAL SUPPLIE		190.10	
02986	Albertsons/Safeway	10/17/2024	Regular	0.00	115.85	98586
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
806640-090424-2	Invoice	09/04/2024	09.04.2024 - REC DEPT - FOOD SUPPLIES	0.00	115.85	
	21.65.61000		TRAINING		115.85	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00048	Alhambra & Sierra Springs	10/17/2024	Regular	0.00	612.57	98587
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
12161581 09252	Invoice	09/25/2024	09.25.2024 - CORP YARD - WATER DELIVE	0.00	183.86	
01.42.62200	DEPARTMENTAL SUPPLIE	09.25.2024 - CORP YARD - WATE	183.86			
23551470 10102	Invoice	10/10/2024	10.10.2024 - REC DEPT - WATER DELIVERY	0.00	428.71	
21.63.61179	PARKSIDE SERVICES	10.10.2024 - REC DEPT - WATER	100.91			
21.63.62987	ROBSON AFTER SCHOOL	10.10.2024 - REC DEPT - WATER	253.86			
21.65.62200	DEPARTMENTAL SUPPLIE	10.10.2024 - REC DEPT - WATER	73.94			
02920	Amazon Business	10/17/2024	Regular	0.00	267.30	98588
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1141-XM6K-3DX	Invoice	09/26/2024	09.26.2024 - TAYLOR SWIFT BOOK	0.00	22.93	
01.71.62310	Library Zip Grant	09.26.2024 - TAYLOR SWIFT BO	22.93			
13TN-JMH9-KXRP	Invoice	10/11/2024	10.11.2024 - LIBRARY - CRAFT SUPPLIES	0.00	29.00	
01.71.62200	DEPARTMENTAL SUPPLIE	10.11.2024 - LIBRARY - CRAFT S	29.00			
169C-KK3L-T4PY	Invoice	10/09/2024	10.09.2024 - A BIT MUCH	0.00	17.70	
01.71.62310	Library Zip Grant	10.09.2024 - A BIT MUCH	17.70			
16GR-4PL9-M111	Invoice	10/07/2024	10.07.2024 - 2025 PLANNER	0.00	15.27	
01.71.62000	OFFICE SUPPLIES	10.07.2024 - 2025 PLANNER	15.27			
1FMJ-GWL6-1G1	Invoice	09/26/2024	09.26.2024 - WOMEN ARTISTS IN INTERW	0.00	61.17	
01.71.62310	Library Zip Grant	09.26.2024 - WOMEN ARTISTS I	61.17			
1LQ7-NFPL-VT7J	Invoice	10/12/2024	10.12.2024 - LIBRARY - A HISTORY OF US	0.00	24.04	
01.71.62310	Library Zip Grant	10.12.2024 - LIBRARY - A HISTO	24.04			
1MWV-MTCY-YP	Invoice	10/13/2024	10.13.2024 - LIBRARY - A HISTORY OF US	0.00	16.07	
01.71.62310	Library Zip Grant	10.13.2024 - LIBRARY - A HISTO	16.07			
1N99-FY4L-66DJ	Invoice	10/08/2024	10.08.2024 - MY BOOK OF THE DEAD	0.00	19.67	
01.71.62310	Library Zip Grant	10.08.2024 - MY BOOK OF THE	19.67			
1TNL-94F3-C6P7	Invoice	09/27/2024	09.27.2024 - TO CATCH A SPY	0.00	32.28	
01.71.62310	Library Zip Grant	09.27.2024 - TO CATCH A SPY	32.28			
1WWP-TRYC-QC	Invoice	10/03/2024	10.03.2024 - LIBRARY - BUBBLE SOLUTION	0.00	29.17	
01.71.62200	DEPARTMENTAL SUPPLIE	10.03.2024 - LIBRARY - BUBBLE	29.17			
03299	Answer MTI	10/17/2024	Regular	0.00	8.47	98589
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
000034-002-971	Invoice	10/01/2024	10.01.2024 - CALL CENTER SERVICE - SEP	0.00	8.47	
01.41.61150	OUTSIDE SERVICES-OTHE	10.01.2024 - CALL CENTER SERV	8.47			
01385	Asian Art Museum	10/17/2024	Regular	0.00	100.00	98590
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0013308	Invoice	10/10/2024	10.10.2024 - ART TALK - OCT 2024	0.00	100.00	
01.71.61132	OUTSIDE SVCS-PROGRAM	10.10.2024 - ART TALK - OCT 20	100.00			
00388	Baker & Taylor	10/17/2024	Regular	0.00	1,659.91	98591
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5019112582	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	21.88	
27.71.62301	ADULT BOOKS	09.17.2024 - ADULT BOOKS	21.88			
5019112583	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	42.31	
27.71.62301	ADULT BOOKS	09.17.2024 - ADULT BOOKS	42.31			
5019112584	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	22.83	
27.71.62301	ADULT BOOKS	09.17.2024 - ADULT BOOKS	22.83			
5019112585	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	69.53	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	27.71.62301	ADULT BOOKS	09.17.2024 - ADULT BOOKS		69.53	
5019112587	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	48.93	
	27.71.62301	ADULT BOOKS	09.17.2024 - ADULT BOOKS		48.93	
5019112588	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	144.76	
	27.71.62301	ADULT BOOKS	09.17.2024 - ADULT BOOKS		144.76	
5019112589	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	37.61	
	27.71.62301	ADULT BOOKS	09.17.2024 - ADULT BOOKS		37.61	
5019112590	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	25.84	
	27.71.62301	ADULT BOOKS	09.17.2024 - ADULT BOOKS		25.84	
5019112591	Invoice	09/17/2024	09.17.2024 - ADULT BOOKS	0.00	26.11	
	27.71.62301	ADULT BOOKS	09.17.2024 - ADULT BOOKS		26.11	
5019120616	Invoice	09/23/2024	09.23.2024 - CHILDREN'S BOOKS	0.00	6.22	
	27.71.62302	CHILDRENS BOOKS	09.23.2024 - CHILDREN'S BOOK		6.22	
5019120617	Invoice	09/23/2024	09.23.2024 - CHILDREN'S BOOKS	0.00	10.00	
	27.71.62302	CHILDRENS BOOKS	09.23.2024 - CHILDREN'S BOOK		10.00	
5019120618	Invoice	09/23/2024	09.23.2024 - CHILDREN'S BOOKS	0.00	6.13	
	27.71.62302	CHILDRENS BOOKS	09.23.2024 - CHILDREN'S BOOK		6.13	
5019120619	Invoice	09/23/2024	09.23.2024 - CHILDREN'S BOOKS	0.00	62.42	
	27.71.62302	CHILDRENS BOOKS	09.23.2024 - CHILDREN'S BOOK		62.42	
5019120620	Invoice	09/23/2024	09.23.2024 - CHILDREN'S BOOKS	0.00	33.93	
	27.71.62302	CHILDRENS BOOKS	09.23.2024 - CHILDREN'S BOOK		33.93	
5019120621	Invoice	09/23/2024	09.23.2024 - CHILDREN'S BOOKS	0.00	41.33	
	27.71.62302	CHILDRENS BOOKS	09.23.2024 - CHILDREN'S BOOK		41.33	
5019132212	Invoice	09/26/2024	09.26.2024 - ADULT BOOKS	0.00	93.69	
	27.71.62301	ADULT BOOKS	09.26.2024 - ADULT BOOKS		93.69	
5019132213	Invoice	09/26/2024	09.26.2024 - ADULT BOOKS	0.00	81.90	
	27.71.62301	ADULT BOOKS	09.26.2024 - ADULT BOOKS		81.90	
5019132214	Invoice	09/26/2024	09.26.2024 - ADULT BOOKS	0.00	307.38	
	27.71.62301	ADULT BOOKS	09.26.2024 - ADULT BOOKS		307.38	
5019132215	Invoice	09/26/2024	09.26.2024 - ADULT BOOKS	0.00	22.92	
	27.71.62301	ADULT BOOKS	09.26.2024 - ADULT BOOKS		22.92	
5019132216	Invoice	09/26/2024	09.26.2024 - ADULT BOOKS	0.00	22.92	
	27.71.62301	ADULT BOOKS	09.26.2024 - ADULT BOOKS		22.92	
5019132217	Invoice	09/26/2024	09.26.2024 - ADULT BOOKS	0.00	123.18	
	27.71.62301	ADULT BOOKS	09.26.2024 - ADULT BOOKS		123.18	
5019132218	Invoice	09/26/2024	09.26.2024 - ADULT BOOKS	0.00	116.70	
	27.71.62301	ADULT BOOKS	09.26.2024 - ADULT BOOKS		116.70	
5019132219	Invoice	09/26/2024	09.26.2024 - ADULT BOOKS	0.00	22.55	
	27.71.62301	ADULT BOOKS	09.26.2024 - ADULT BOOKS		22.55	
5019132354	Invoice	10/01/2024	10.01.2024 - AUDIOBOOKS	0.00	33.55	
	27.71.62304	AUDIO/VISUAL BOOKS	10.01.2024 - AUDIOBOOKS		33.55	
5019132474	Invoice	09/26/2024	09.26.2024 - CHILDREN'S BOOKS	0.00	8.59	
	27.71.62302	CHILDRENS BOOKS	09.26.2024 - CHILDREN'S BOOK		8.59	
5019134242	Invoice	10/01/2024	10.01.2024 - CHILDREN'S BOOKS	0.00	14.95	
	27.71.62302	CHILDRENS BOOKS	10.01.2024 - CHILDREN'S BOOK		14.95	
5019134243	Invoice	10/01/2024	10.01.2024 - CHILDREN'S BOOKS	0.00	54.32	
	27.71.62302	CHILDRENS BOOKS	10.01.2024 - CHILDREN'S BOOK		54.32	
5019141777	Invoice	10/08/2024	10.08.2024 - CHILDREN'S BOOKS	0.00	9.35	
	27.71.62302	CHILDRENS BOOKS	10.08.2024 - CHILDREN'S BOOK		9.35	
5019141778	Invoice	10/08/2024	10.08.2024 - CHILDREN'S BOOKS	0.00	15.98	
	27.71.62302	CHILDRENS BOOKS	10.08.2024 - CHILDREN'S BOOK		15.98	
5019141779	Invoice	10/08/2024	10.08.2024 - CHILDREN'S BOOKS	0.00	31.81	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	27.71.62302	CHILDRENS BOOKS	10.08.2024 - CHILDREN'S BOOK		31.81	
5019141799	Invoice	10/08/2024	10.08.2024 - CHILDREN'S BOOKS	0.00	15.98	
	27.71.62302	CHILDRENS BOOKS	10.08.2024 - CHILDREN'S BOOK		15.98	
H70370020	Invoice	09/24/2024	09.24.2024 - VIDEOS	0.00	31.45	
	01.71.62307	VIDEOS	09.24.2024 - VIDEOS		31.45	
H70438360	Invoice	10/07/2024	10.07.2024 - VIDEOS	0.00	24.07	
	01.71.62307	VIDEOS	10.07.2024 - VIDEOS		24.07	
H70440880	Invoice	10/08/2024	10.08.2024 - VIDEOS	0.00	28.79	
	01.71.62307	VIDEOS	10.08.2024 - VIDEOS		28.79	
	Void	10/17/2024	Regular	0.00	0.00	98592
	Void	10/17/2024	Regular	0.00	0.00	98593
03822	Bay Area Sign and Printing, Inc.	10/17/2024	Regular	0.00	934.19	98594
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
24045	Invoice	08/29/2024	08.29.2024 - NAMEPLATES - GENERAL PLA	0.00	934.19	
	01.18.61150		OUTSIDE SERVICES-OTHE		934.19	
00007	Bay Cities Joint Power Insurance Authority	10/17/2024	Regular	0.00	1,921.25	98595
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
BCJPIA-0083-202	Invoice	10/11/2024	10.11.2024 - WORKER'S COMP CLAIMS - J	0.00	1,921.25	
	40.21.61907		WORKERS COMPENSATIO		1,921.25	
02192	BPXpress	10/17/2024	Regular	0.00	638.50	98596
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
RICH-56126	Invoice	10/02/2024	10.02.2024 - SIERRA BROADMOOR TRAFFI	0.00	331.75	
	15.41.63100		CONSTRUCTION		331.75	
RICH-56127	Invoice	10/02/2024	10.02.2024 - SAUNDERS PED HYBRID BEA	0.00	306.75	
	14.41.63123		CAPITAL OUTLAY - SIGNAL		306.75	
00032	BRADY INDUSTRIES	10/17/2024	Regular	0.00	4,535.23	98597
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9299802	Invoice	10/01/2024	10.01.2024 - LIBRARY - JANITORIAL SUPPL	0.00	397.79	
	41.41.61501		BLDG. MAINT-JANITORIAL		397.79	
9299805	Invoice	10/01/2024	10.01.2024 - ICC - JANITORIAL SUPPLIES	0.00	874.03	
	31.41.61501		BLDG. MAINT-JANITORIAL		874.03	
9299806	Invoice	10/01/2024	10.01.2024 - TOWN HALL - JANITORIAL SU	0.00	783.49	
	41.41.61501		BLDG. MAINT-JANITORIAL		783.49	
9299808	Invoice	10/01/2024	10.01.2024 - REC DEPT - JANITORIAL SUPP	0.00	893.51	
	31.41.61501		BLDG. MAINT-JANITORIAL		893.51	
9299809	Invoice	10/01/2024	10.01.2024 - PARKS - JANITORIAL SUPPLIE	0.00	1,052.66	
	41.41.61501		BLDG. MAINT-JANITORIAL		1,052.66	
9299878	Invoice	10/01/2024	10.01.2024 - ROBSON - JANITORIAL SUPPL	0.00	533.75	
	34.41.61501		BLDG. MAINT-JANITORIAL		533.75	
00193	CalMat Company	10/17/2024	Regular	0.00	355.87	98598
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2409-148139	Invoice	09/16/2024	09.16.2024 - CLASS 2 PERMEABLE	0.00	262.20	
	21.65.63100		CAPITAL OUTLAY - CONST		262.20	
2410-157223	Invoice	10/01/2024	10.01.2024 - EXTENSION POLE, CONCRET	0.00	93.67	
	21.65.63100		CAPITAL OUTLAY - CONST		93.67	
02163	City of Foster City	10/17/2024	Regular	0.00	582.00	98599

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
16261	Invoice	10/01/2024	10.01.2024 - CALOPPS POST - SR BUILDIN	0.00	582.00	
	01.41.61806		MISC HIRING EXPENSES		582.00	
00308	CivicPlus	10/17/2024	Regular	0.00	3,423.00	98600
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
318940	Invoice	12/01/2024	12.01.2024 - FULL SRVC SUPPLEMENT SU	0.00	3,423.00	
	01.12.61150		OUTSIDE SERVICES-OTHE		3,423.00	
02524	Code Source	10/17/2024	Regular	0.00	3,768.00	98601
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11761	Invoice	09/16/2024	09.16.2024 - PLAN REVIEW - 31 ELKHORN	0.00	3,768.00	
	01.41.61157		PLAN CHECKING		3,768.00	
03430	COMPUMERIC ENGINEERING INC	10/17/2024	Regular	0.00	18,484.84	98602
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0000012247	Invoice	09/05/2024	09.05.2024 - WASTE BINS AND LABELS	0.00	18,484.84	
	01.42.62200		DEPARTMENTAL SUPPLIE		9,242.42	
	60.14.62903		LIVE ON THE AVENUE		9,242.42	
01320	DC Electric Group Inc	10/17/2024	Regular	0.00	2,281.44	98603
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
473208	Invoice	07/01/2024	01.31.2024 - M1007 TS ROUTINE - JAN 20	0.00	2,281.44	
	01.42.61707		UTILITIES-SIGNALS		2,281.44	
01689	Department of Conservation	10/17/2024	Regular	0.00	669.16	98604
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013299	Invoice	10/11/2024	10.11.2024 - Q3 STRONG MOTION INT/SEI	0.00	669.16	
	01.00.20302		BUILDING: STATE SEISMIC		669.16	
00086	Ebsco Subscription Services	10/17/2024	Regular	0.00	1,103.00	98605
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
91011006972	Invoice	10/09/2024	10.09.2024 - ANNUAL SUB - CONSUMERR	0.00	1,103.00	
	27.71.62305		MAGAZINES AND NEWSP		1,103.00	
00871	Electronic Innovations Inc	10/17/2024	Regular	0.00	345.00	98606
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
49830	Invoice	07/01/2024	07.01.2024 - SERVICE CALL - SECURITY PA	0.00	345.00	
	41.41.61150		OUTSIDE SERVICES-OTHE		345.00	
03396	Emily B. Stucky	10/17/2024	Regular	0.00	500.00	98607
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
092024	Invoice	10/01/2024	10.01.2024 - SING AND STOMP 09/06-09/	0.00	500.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM		500.00	
00017	Fairfax Building Supply Co. Inc.	10/17/2024	Regular	0.00	536.51	98608
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
287434	Invoice	09/11/2024	09.11.2024 - DUAL ANGLE/MULTI ANGLE/	0.00	25.44	
	34.41.61506		BLDG. MAINT-OTHER		25.44	
287668	Invoice	09/17/2024	09.17.2024 - CAULK	0.00	9.00	

Check Report			ITEM 1.3 - ATTACHMENT 1 Date Range: 10/01/2024 - 10/31/2024				
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number	
	34.41.61506	BLDG. MAINT-OTHER	09.17.2024 - CAULK		9.00		
288145	Invoice	09/30/2024	09.30.2024 - PEAT MOSS	0.00	151.22		
	01.81.62200	DEPARTMENTAL SUPPLIE	09.30.2024 - PEAT MOSS		151.22		
288165	Invoice	09/30/2024	09.30.2024 - PAINT SUPPLIES	0.00	138.67		
	01.42.62908	SUPPLIES-STREET MAINT	09.30.2024 - PAINT SUPPLIES		138.67		
288166	Invoice	09/30/2024	09.30.2024 - RECEPTABLE WALLPLATE	0.00	1.94		
	31.41.61506	BLDG. MAINT-OTHER	09.30.2024 - RECEPTABLE WALL		1.94		
288190	Invoice	10/01/2024	10.01.2024 - PAPER CLIPS/HARDWARE	0.00	6.69		
	01.42.62200	DEPARTMENTAL SUPPLIE	10.01.2024 - PAPER CLIPS/HARD		6.69		
288195	Invoice	10/01/2024	10.01.2024 - ADAPTER VINYL	0.00	10.94		
	01.81.62200	DEPARTMENTAL SUPPLIE	10.01.2024 - ADAPTER VINYL		10.94		
288205	Invoice	10/01/2024	10.01.2024 - PAIL/FASTENERS/SCREWS	0.00	137.23		
	01.42.62200	DEPARTMENTAL SUPPLIE	10.01.2024 - PAIL/FASTENERS/S		137.23		
288466	Invoice	10/08/2024	10.08.2024 - FAST SETTING CONCRETE	0.00	30.87		
	01.42.62200	DEPARTMENTAL SUPPLIE	10.08.2024 - FAST SETTING CON		30.87		
288469	Invoice	10/08/2024	10.08.2024 - ROTODIGGER	0.00	24.51		
	01.42.62200	DEPARTMENTAL SUPPLIE	10.08.2024 - ROTODIGGER		24.51		
02902	Fratello Marionettes	10/17/2024	Regular	0.00	425.00	98609	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount		
	Account Number		Account Name	Item Description	Distribution Amount		
INV0013173	Invoice	10/04/2024	10.04.2024 - FRATELLO MARIONETTES 10	0.00	425.00		
	01.71.61132	OUTSIDE SVCS-PROGRAM	10.04.2024 - FRATELLO MARION		425.00		
02278	Gardeners' Guild	10/17/2024	Regular	0.00	6,457.00	98610	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount		
	Account Number		Account Name	Item Description	Distribution Amount		
118668	Invoice	10/01/2024	10.01.2024 - SFD MEDIANS - OCT 2024	0.00	1,099.00		
	01.42.61144	Medians	10.01.2024 - SFD MEDIANS - OC		1,099.00		
118707	Invoice	10/01/2024	10.01.2024 - RED HILL MEDIAN - OCT 202	0.00	2,178.00		
	01.42.61144	Medians	10.01.2024 - RED HILL MEDIAN -		2,178.00		
118708	Invoice	10/01/2024	10.01.2024 - IMGNTN PK/MAG LOT - OCT	0.00	2,070.00		
	01.81.61104	OUTSIDE SERVICES-GROU	10.01.2024 - IMGNTN PK/MAG		1,035.00		
	14.81.61150	OUTSIDE SERVICES-OTHE	10.01.2024 - IMGNTN PK/MAG		1,035.00		
118809	Invoice	10/03/2024	10.03.2024 - IMGNTN PK/MAG LOT - IRRI	0.00	260.00		
	14.81.61150	OUTSIDE SERVICES-OTHE	10.03.2024 - IMGNTN PK/MAG		260.00		
118832	Invoice	10/10/2024	10.10.2024 - IMAGINATION PARK - LEAK R	0.00	850.00		
	14.81.61150	OUTSIDE SERVICES-OTHE	10.10.2024 - IMAGINATION PAR		850.00		
00021	Good & Clean Company Inc	10/17/2024	Regular	0.00	15,385.00	98611	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount		
	Account Number		Account Name	Item Description	Distribution Amount		
72574	Invoice	09/30/2024	09.30.2024 - GENERAL CLEANING	0.00	14,065.00		
	31.41.61501	BLDG. MAINT-JANITORIAL	09.30.2024 - GENERAL CLEANIN		2,825.00		
	34.41.61501	BLDG. MAINT-JANITORIAL	09.30.2024 - GENERAL CLEANIN		1,775.00		
	41.41.61501	BLDG. MAINT-JANITORIAL	09.30.2024 - GENERAL CLEANIN		5,145.00		
	60.14.62903	LIVE ON THE AVENUE	09.30.2024 - GENERAL CLEANIN		4,320.00		
72575	Invoice	09/30/2024	09.30.2024 - LOWER TH CLEANING - SEP 2	0.00	1,320.00		
	41.41.61501	BLDG. MAINT-JANITORIAL	09.30.2024 - LOWER TH CLEANI		1,320.00		
02606	Halleh Besharati	10/17/2024	Regular	0.00	1,911.00	98612	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount		
	Account Number		Account Name	Item Description	Distribution Amount		
10072024	Invoice	10/07/2024	10.07.2024 - OCTOBER STITCH LAB 2024	0.00	1,911.00		
	21.62.61175	KIDS CULTURE SERVICES	10.07.2024 - OCTOBER STITCH L		1,911.00		

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00020	Hannibal's Inc Electrical Construction	10/17/2024	Regular	0.00	15,415.62	98613
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
25241	Invoice	09/04/2024	09.04.2024 - ICC - GENERATOR/SUBFEED	0.00	1,852.50	
	31.41.61150		OUTSIDE SERVICES-OTHE		1,852.50	
25254	Invoice	10/09/2024	10.09.2024 - ICC - GENERATOR TRNSFR S	0.00	13,563.12	
	31.41.61150		OUTSIDE SERVICES-OTHE		13,563.12	
02236	HooplaDigital	10/17/2024	Regular	0.00	853.62	98614
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
505983688-2	Invoice	09/19/2024	08.31.2024 - REISSUE - DIGITAL ACCT - AU	0.00	853.62	
	27.71.62309		E BOOKS		853.62	
03635	Integra Landscape Architecture	10/17/2024	Regular	0.00	933.20	98615
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2431	Invoice	10/09/2024	10.09.2024 - PARKSIDE PLAYGROUND DES	0.00	933.20	
	21.65.63100		CAPITAL OUTLAY - CONST		933.20	
02785	JACKSON DOBRONYI	10/17/2024	Regular	0.00	725.59	98616
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0013213	Invoice	10/04/2024	10.04.2024 - REIMB - 2024 APA CONFERE	0.00	725.59	
	01.18.61000		TRAINING		725.59	
00022	Jackson's Hardware Inc.	10/17/2024	Regular	0.00	8.96	98617
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
162701	Invoice	09/11/2024	09.11.2024 - FASTENERS	0.00	8.96	
	14.41.63100		CAPITAL OUTLAY - CONST		8.96	
00113	Juan Olsen Sanchez	10/17/2024	Regular	0.00	7,100.00	98618
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
FALL24-2	Invoice	10/14/2024	10.14.2024 - GYMNASTICS FALL 2024 - PA	0.00	7,100.00	
	21.61.61167		TUMBLING SERVICES		7,100.00	
03412	Juliana M.Kohl	10/17/2024	Regular	0.00	2,520.00	98619
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10022024	Invoice	10/02/2024	10.02.2024 - PRIVATE MUSIC LESSONS - S	0.00	2,520.00	
	21.62.61175		KIDS CULTURE SERVICES		2,520.00	
03417	Lindsey Klein	10/17/2024	Regular	0.00	866.71	98620
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0013212	Invoice	10/09/2024	10.09.2024 - REIMB - 2024 APA CONFERE	0.00	866.71	
	01.18.61000		TRAINING		866.71	
00121	Marin IJ - 2072661 AD	10/17/2024	Regular	0.00	92.56	98621
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
424749-093024	Invoice	09/30/2024	09.30.2024 - COLUMNS - ORDINANCE	0.00	92.56	
	01.12.61151		LEGAL NOTICES		92.56	
00029	Marin IT	10/17/2024	Regular	0.00	15,573.17	98622

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-124785	Invoice	10/02/2024	10.02.2024 - AGREEMENT MANAGED OFF	0.00	1,324.00	
	42.21.61150		OUTSIDE SERVICES-OTHE		1,324.00	
2024-124829	Invoice	10/10/2024	10.10.2024 - AGREEMENT HOSTED BACK	0.00	1,000.00	
	42.21.61150		OUTSIDE SERVICES-OTHE		1,000.00	
2024-124862	Invoice	10/10/2024	10.10.2024 - AGREEMENT IT MGMT SUPP	0.00	5,026.67	
	42.21.61150		OUTSIDE SERVICES-OTHE		5,026.67	
2024-124870	Invoice	10/10/2024	10.10.2024 - AGREEMENR ONSITE SUPPO	0.00	5,720.00	
	42.21.61150		OUTSIDE SERVICES-OTHE		5,720.00	
2024-124910	Invoice	10/14/2024	10.14.2024 - AGREEMENT AUTOMATE &	0.00	2,502.50	
	42.21.61150		OUTSIDE SERVICES-OTHE		2,502.50	
03823	Miller Management & Consulting Group	10/17/2024	Regular	0.00	4,971.35	98623
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2024-1012-03	Invoice	10/17/2024	October - Marin/Sonoma Leadership Aca	0.00	4,971.35	
	97.00.62001		ADMINISTRATIVE EXP - M		4,971.35	
01388	NCSI	10/17/2024	Regular	0.00	203.50	98624
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
50521	Invoice	10/01/2024	10.01.2024 - BACKGROUND CHECKS - REC	0.00	203.50	
	21.65.61137		FINGERPRINTING		203.50	
03598	NetFile	10/17/2024	Regular	0.00	1,500.00	98625
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9720	Invoice	10/08/2024	10.08.2024 - ANNUAL SUBSCRIPTION	0.00	1,500.00	
	01.12.61150		OUTSIDE SERVICES-OTHE		1,500.00	
03524	Northwest Cascade, Inc.	10/17/2024	Regular	0.00	3,882.41	98626
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
0554440426	Invoice	09/24/2024	09.24.2024 - UNIT RENTAL 09.24.24-10.21	0.00	3,882.41	
	60.14.62903		LIVE ON THE AVENUE		3,882.41	
03211	ODP Business Solutions LLC	10/17/2024	Regular	0.00	582.89	98627
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
378933028001	Invoice	08/03/2024	08.03.2024 - LIBRARY - OFFICE SUPPLIES	0.00	27.42	
	01.71.62000		OFFICE SUPPLIES		27.42	
378933873001	Invoice	08/05/2024	08.05.2024 - LIBRARY - OFFICE SUPPLIES	0.00	215.78	
	01.71.62000		OFFICE SUPPLIES		215.78	
389513213001	Invoice	10/03/2024	10.03.2024 - LIBRARY - OFFICE SUPPLIES	0.00	339.69	
	01.71.62000		OFFICE SUPPLIES		339.69	
02554	Parkmobile LLC	10/17/2024	Regular	0.00	357.20	98628
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV40507	Invoice	09/30/2024	09.30.2024 - END USER FEES	0.00	357.20	
	13.42.61114		OUTSIDE SRV: PARKING		357.20	
00893	Perfect Timing Personnel Services, Inc.	10/17/2024	Regular	0.00	5,562.75	98629

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
53839	Invoice	09/23/2024	09.23.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,361.51	
	01.82.60010		TEMPORARY HELP		1,089.21	
	21.65.60010		TEMPORARY HELP		272.30	
53860	Invoice	09/30/2024	09.30.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,374.48	
	01.82.60010		TEMPORARY HELP		1,099.58	
	21.65.60010		TEMPORARY HELP		274.90	
53880	Invoice	10/07/2024	10.07.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,374.48	
	01.82.60010		TEMPORARY HELP		1,099.58	
	21.65.60010		TEMPORARY HELP		274.90	
53900	Invoice	10/14/2024	10.14.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,452.28	
	01.82.60010		TEMPORARY HELP		1,161.82	
	21.65.60010		TEMPORARY HELP		290.46	
00038	Rafael Lumber	10/17/2024	Regular	0.00	2,565.55	98630
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
65014	Invoice	09/03/2024	09.03.2024 - PARKSIDE - MARKERS/REBAR	0.00	126.92	
	15.81.63100		CONSTRUCTION		126.92	
65219	Invoice	09/04/2024	09.04.2024 - PARKSIDE - SUPPLIES	0.00	607.99	
	15.81.63100		CONSTRUCTION		607.99	
65412	Invoice	09/05/2024	09.05.2024 - CREEK PARK - LUMBER	0.00	335.06	
	01.81.62200		DEPARTMENTAL SUPPLIE		335.06	
65413	Invoice	09/05/2024	09.05.2024 - CREEK PARK - LUMBER	0.00	92.87	
	01.81.62200		DEPARTMENTAL SUPPLIE		92.87	
66016	Invoice	09/10/2024	09.10.2024 - ICC - LUMBER/CEMENT/SCR	0.00	850.53	
	31.41.62200		DEPARTMENTAL SUPPLIE		850.53	
66111	Invoice	09/11/2024	09.11.2024 - PARKSIDE - BATTERIES/BITS	0.00	69.42	
	15.81.63100		CONSTRUCTION		69.42	
66199	Invoice	09/11/2024	09.11.2024 - ROBSON - PARTING BEAD/SA	0.00	11.93	
	15.81.63100		CONSTRUCTION		11.93	
66661	Invoice	09/14/2024	09.14.2024 - ROBSON HOUSE - LOCKS/AD	0.00	43.73	
	15.81.63100		CONSTRUCTION		43.73	
66968	Invoice	09/17/2024	09.17.2024 - PARKSIDE - FREIGHT	0.00	25.00	
	15.81.63100		CONSTRUCTION		25.00	
67050	Invoice	09/17/2024	09.17.2024 - PARKSIDE - SUPPLIES	0.00	352.09	
	15.81.63100		CONSTRUCTION		352.09	
67472	Invoice	09/19/2024	09.19.2024 - PARKSIDE - BITS	0.00	11.67	
	15.81.63100		CONSTRUCTION		11.67	
67837	Invoice	09/23/2024	09.23.2024 - PARKSIDE - HOLE DOZER	0.00	38.34	
	15.81.63100		CONSTRUCTION		38.34	
00540	Ross Recreation Equipment Inc	10/17/2024	Regular	0.00	3,256.71	98631
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
I26215	Invoice	09/27/2024	09.27.2024 - ZINC ETCHED PLAQUE	0.00	209.26	
	01.81.62200		DEPARTMENTAL SUPPLIE		209.26	
I26226	Invoice	09/30/2024	09.30.2024 - FOSSIL DIGS	0.00	3,047.45	
	21.65.63100		CAPITAL OUTLAY - CONST		3,047.45	
00181	Ross Valley Fire Department	10/17/2024	Regular	0.00	5,436.90	98632

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013309	Invoice	10/16/2024	10.16.2024 - RVFD FEES COLLECTED - SEP	0.00	5,436.90	
	01.00.20354		DUE TO ROSS VALLEY FIR		5,436.90	
01219	Ross Valley School District	10/17/2024	Regular	0.00	1,872.00	98633
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
RVSD-FALL-10082	Invoice	10/08/2024	10.08.2024 - ASE FALL 2024 - RVSD FACILI	0.00	1,872.00	
	21.63.61180		AFTER SCHOOL ENRICHM		1,872.00	
00182	Roto-Rooter Plumbers	10/17/2024	Regular	0.00	3,382.50	98634
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
74609695	Invoice	10/07/2024	10.07.2024 - STORM DRAIN CLEANING	0.00	3,382.50	
	01.42.61123		OUTSIDE SVCS-DRAINAGE		3,382.50	
00582	San Domenico School	10/17/2024	Regular	0.00	1,149.00	98635
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
78579413	Invoice	10/08/2024	10.08.2024 - REFUND - SFD BANNER 3WK	0.00	1,149.00	
	21.65.48136		BANNER/HUB FEES		1,149.00	
03696	Sequoia Ecological Consulting, Inc.	10/17/2024	Regular	0.00	7,091.61	98636
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024510	Invoice	10/04/2024	10.04.2024 - SORICH PARK BOTANICAL SU	0.00	7,091.61	
	35.41.61150		OUTSIDE SERVICES-OTHE		7,091.61	
03571	SIERRA PACIFIC TURF SUPPLY, INC	10/17/2024	Regular	0.00	1,390.08	98637
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
01017156	Invoice	09/11/2024	09.11.2024 - 16-0-5 REPLENISH	0.00	1,390.08	
	01.81.62200		DEPARTMENTAL SUPPLIE		1,390.08	
02936	SMITH'S PEST MANAGEMENT	10/17/2024	Regular	0.00	300.00	98638
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
316149	Invoice	09/28/2024	09.28.2024 - IMAGINATION PARK - MISC S	0.00	300.00	
	14.81.61150		OUTSIDE SERVICES-OTHE		300.00	
00024	T & B Sports Inc	10/17/2024	Regular	0.00	1,196.78	98639
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0000199664	Invoice	10/07/2024	09.27.2024 - SOCCER UNIFORMS	0.00	1,196.78	
	21.61.62969		YOUTH SOCCER SUPPLIES		1,196.78	
03207	Toni DeFrancis	10/17/2024	Regular	0.00	400.00	98640
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-PC107	Invoice	10/15/2024	10.15.2024 - TRANSCRIPTION - PC 10/07	0.00	240.00	
	01.18.61150		OUTSIDE SERVICES-OTHE		240.00	
2024-TC108	Invoice	10/13/2024	10.13.2024 - TRANSCRIPTION TC 10/08	0.00	160.00	
	01.12.61150		OUTSIDE SERVICES-OTHE		160.00	
01509	Tyler Business Forms	10/17/2024	Regular	0.00	499.54	98641

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
96457	Invoice	10/10/2024	10.10.2024 - LASERTOP CHECK - TSA PAYR	0.00	499.54	
	01.12.62000		OFFICE SUPPLIES		499.54	
00384	Van Midde & Son Concrete	10/17/2024	Regular	0.00	21,200.00	98642
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
15216	Invoice	10/01/2024	10.01.2024 - MISC CONCRETE WORK	0.00	21,200.00	
	01.00.20304		CONCRETE CONTRACT		1,450.00	
	15.41.63109		UNPROGRAMMED RESUR		8,750.00	
	19.41.63113		UNPROGRAMMED DRAIN		11,000.00	
03821	Vivian Volz Architects, Inc.	10/17/2024	Regular	0.00	2,250.00	98643
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2798	Invoice	09/30/2024	09.30.2024 - CONSTRUCTION SPECS - RVF	0.00	2,250.00	
	45.41.63100		CAPITAL OUTLAY - CONST		2,250.00	
03454	Willdan Engineering	10/17/2024	Regular	0.00	9,686.25	98644
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
002-32983	Invoice	09/23/2024	09.23.2024 - BLDG/SAFETY PLAN CHECKS	0.00	9,686.25	
	01.41.61157		PLAN CHECKING		9,686.25	
03052	ZUMAR	10/17/2024	Regular	0.00	1,034.59	98645
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
49331	Invoice	09/30/2024	09.30.2024 - NO LEFT TURNS/CLOSURE C	0.00	1,034.59	
	01.42.61412		PARTS AND REPAIRS		1,034.59	
00048	Alhambra & Sierra Springs	10/31/2024	Regular	0.00	65.95	98646
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
12161581 10232	Invoice	10/23/2024	10.23.2024 - CORPYARD - WATER DELIVER	0.00	65.95	
	01.81.61150		OUTSIDE SERVICES-OTHE		65.95	
03082	Alison St. Sure	10/31/2024	Regular	0.00	160.13	98647
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013372	Invoice	10/27/2024	10.27.2024 - MEDALS/DEMOSPHERE	0.00	160.13	
	21.61.62969		YOUTH SOCCER SUPPLIES		160.13	
00050	All Star Rents	10/31/2024	Regular	0.00	568.18	98648
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1272137-4	Invoice	09/11/2024	09.11.2024 - DUMP TRUCK RENTAL	0.00	306.08	
	15.81.63100		CONSTRUCTION		306.08	
1272712-3	Invoice	09/10/2024	09.10.2024 - POWER DRIVEN BUGGY/TRA	0.00	262.10	
	15.81.63100		CONSTRUCTION		262.10	
03833	Alvin Petty	10/31/2024	Regular	0.00	900.00	98649
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013371	Invoice	10/28/2024	10.28.2024 - GOBLINS BOOTACULAR 2024	0.00	900.00	
	21.64.61185		SPECIAL EVENT EXPENSE		500.00	
	60.14.62902		GOBLINS PARADE		400.00	
02920	Amazon Business	10/31/2024	Regular	0.00	207.93	98650

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
149D-MP63-JLTY	Invoice	10/15/2024	10.15.2024 - THE RIGHTEOUS SPY	0.00	17.85	
	01.71.62310		Library Zip Grant		17.85	
1H9N-MCK1-H41	Invoice	10/20/2024	10.20.2024 - GAMES/PICKLEBALL SUPPLIE	0.00	149.65	
	27.71.62200		DEPARTMENTAL SUPPLIE		149.65	
1MRK-C4JL-DTP	Invoice	10/25/2024	10.25.2024 - LIBRARY - PUZZLE BOX	0.00	20.76	
	01.71.62310		Library Zip Grant		20.76	
1WQ4-Q3DX-391	Invoice	10/15/2024	10.15.2024 - LIBRARY - MY BOOK OF THE	0.00	19.67	
	01.71.62310		Library Zip Grant		19.67	
03582	ANDREW QUICK	10/31/2024	Regular	0.00	200.00	98651
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
4	Invoice	10/21/2024	10.21.2024 - CIRCUS OF SMILES SHOW 11	0.00	200.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM		200.00	
03354	Arlette Castellanos	10/31/2024	Regular	0.00	200.00	98652
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10292024	Invoice	10/28/2024	10.28.2024 - SPANISH CLASSES - MANOR	0.00	200.00	
	21.63.61180		AFTER SCHOOL ENRICHM		200.00	
00001	AT&T Calnet	10/31/2024	Regular	0.00	1,721.77	98653
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
574-10102024	Invoice	10/10/2024	574 - ALL DEPTS CENTREX - 09.10.24-10.0	0.00	1,028.56	
	41.41.61701		UTILITIES		1,028.56	
576-09272024	Invoice	09/27/2024	576 - TH CHAMBERS PHONE - 08.27.24-09	0.00	123.62	
	41.41.61701		UTILITIES		123.62	
579-10102024	Invoice	10/10/2024	579 - TRAFFIC LIGHT MODEM - 09.10.24-1	0.00	30.91	
	01.41.61705		UTILITIES-TELEPHONE		30.91	
580-10102024	Invoice	10/10/2024	580 - ROBSON HOUSE - 09.10.24-10.09.24	0.00	119.06	
	34.41.61705		UTILITIES-TELEPHONE		119.06	
634-10202024	Invoice	10/20/2024	634 - TRAFFIC SIGNAL MODEM - 09.20.24	0.00	419.62	
	41.41.61701		UTILITIES		419.62	
00633	BAAQMD	10/31/2024	Regular	0.00	288.00	98654
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
T175631	Invoice	09/02/2024	09.02.2024 - ANNUAL FEES	0.00	288.00	
	01.42.61150		OUTSIDE SERVICES-OTHE		288.00	
00388	Baker & Taylor	10/31/2024	Regular	0.00	2,406.51	98655
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5019146418	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	20.49	
	27.71.62301		ADULT BOOKS		20.49	
5019146419	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	21.81	
	27.71.62301		ADULT BOOKS		21.81	
5019146421	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	57.77	
	27.71.62301		ADULT BOOKS		57.77	
5019146422	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	21.24	
	27.71.62301		ADULT BOOKS		21.24	
5019146423	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	209.71	
	27.71.62301		ADULT BOOKS		209.71	
5019146424	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	28.74	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	27.71.62301	ADULT BOOKS	10.09.2024 - ADULT BOOKS		28.74	
5019146425	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	21.58	
	27.71.62301	ADULT BOOKS	10.09.2024 - ADULT BOOKS		21.58	
5019146426	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	21.88	
	27.71.62301	ADULT BOOKS	10.09.2024 - ADULT BOOKS		21.88	
5019146427	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	21.24	
	27.71.62301	ADULT BOOKS	10.09.2024 - ADULT BOOKS		21.24	
5019149420	Invoice	10/09/2024	10.09.2024 - ADULT BOOKS	0.00	46.42	
	27.71.62301	ADULT BOOKS	10.09.2024 - ADULT BOOKS		46.42	
5019152082	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	21.24	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		21.24	
5019152083	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	33.99	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		33.99	
5019152084	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	22.92	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		22.92	
5019152085	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	21.23	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		21.23	
5019152086	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	22.26	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		22.26	
5019152087	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	45.12	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		45.12	
5019152088	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	14.25	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		14.25	
5019152089	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	48.74	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		48.74	
5019152090	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	30.73	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		30.73	
5019152091	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	22.44	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		22.44	
5019152092	Invoice	10/11/2024	10.11.2024 - ADULT BOOKS	0.00	166.66	
	27.71.62301	ADULT BOOKS	10.11.2024 - ADULT BOOKS		166.66	
5019155666	Invoice	10/14/2024	10.14.2024 - CHILDREN'S BOOKS	0.00	90.11	
	27.71.62302	CHILDRENS BOOKS	10.14.2024 - CHILDREN'S BOOK		90.11	
5019155667	Invoice	10/14/2024	10.14.2024 - CHILDREN'S BOOKS	0.00	69.13	
	27.71.62302	CHILDRENS BOOKS	10.14.2024 - CHILDREN'S BOOK		69.13	
5019162664	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	18.62	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		18.62	
5019162665	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	21.81	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		21.81	
5019162666	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	89.55	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		89.55	
5019162667	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	45.86	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		45.86	
5019162668	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	22.45	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		22.45	
5019162669	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	22.60	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		22.60	
5019162670	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	31.10	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		31.10	
5019162671	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	73.58	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		73.58	
5019162672	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	60.49	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		60.49	
5019162673	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	70.19	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		70.19	
5019162674	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	23.87	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		23.87	
5019162675	Invoice	10/16/2024	10.16.2024 - ADULT BOOKS	0.00	45.11	
	27.71.62301	ADULT BOOKS	10.16.2024 - ADULT BOOKS		45.11	
5019164281	Invoice	10/15/2024	10.15.2024 - CHILDREN'S BOOKS	0.00	403.74	
	27.71.62302	CHILDRENS BOOKS	10.15.2024 - CHILDREN'S BOOK		403.74	
5019167062	Invoice	10/17/2024	10.17.2024 - CHILDREN'S BOOKS	0.00	6.22	
	27.71.62302	CHILDRENS BOOKS	10.17.2024 - CHILDREN'S BOOK		6.22	
5019167063	Invoice	10/17/2024	10.17.2024 - CHIDLREN'S BOOKS	0.00	46.37	
	27.71.62302	CHILDRENS BOOKS	10.17.2024 - CHIDLREN'S BOOK		46.37	
5019167064	Invoice	10/17/2024	10.17.2024 - CHILDREN'S BOOKS	0.00	44.00	
	27.71.62302	CHILDRENS BOOKS	10.17.2024 - CHILDREN'S BOOK		44.00	
5019167065	Invoice	10/17/2024	10.17.2024 - CHIDLREN'S BOOKS	0.00	45.75	
	27.71.62302	CHILDRENS BOOKS	10.17.2024 - CHIDLREN'S BOOK		45.75	
5019167066	Invoice	10/17/2024	10.17.2024 - CHILDREN'S BOOKS	0.00	106.18	
	27.71.62302	CHILDRENS BOOKS	10.17.2024 - CHILDREN'S BOOK		106.18	
5019167116	Invoice	10/17/2024	10.17.2024 - TEEN BOOKS	0.00	48.22	
	27.71.62302	CHILDRENS BOOKS	10.17.2024 - TEEN BOOKS		48.22	
5019167117	Invoice	10/17/2024	10.17.2024 - TEEN BOOKS	0.00	21.54	
	27.71.62302	CHILDRENS BOOKS	10.17.2024 - TEEN BOOKS		21.54	
H70522450	Invoice	10/23/2024	10.23.2024 - VIDEOS	0.00	23.25	
	01.71.62307	VIDEOS	10.23.2024 - VIDEOS		23.25	
H70525150	Invoice	10/17/2024	10.17.2024 - VIDEOS	0.00	56.31	
	01.71.62307	VIDEOS	10.17.2024 - VIDEOS		56.31	
	Void	10/31/2024	Regular	0.00	0.00	98656
	Void	10/31/2024	Regular	0.00	0.00	98657
00058	Bay Alarm	10/31/2024	Regular	0.00	600.24	98658
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
21669049	Invoice	09/04/2024	09.04.2024 - Q4 SPRINKLER INSPCTN/MO	0.00	600.24	
	01.81.61506	BLDG. MAINT-OTHER	09.04.2024 - Q4 SPRINKLER INS		600.24	
00276	BK Krill Corp	10/31/2024	Regular	0.00	3,190.00	98659
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1685	Invoice	10/28/2024	10.28.2024 - WINTER/SPRING GUIDE 202	0.00	2,375.00	
	21.65.62004	PROGRAM BROCHURE &	10.28.2024 - WINTER/SPRING G		2,375.00	
1686	Invoice	10/29/2024	10.29.2024 - VARIOUS SOCIAL MEDIA/SIG	0.00	815.00	
	01.21.61150	OUTSIDE SERVICES-OTHE	10.29.2024 - VARIOUS SOCIAL		175.00	
	01.41.61150	OUTSIDE SERVICES-OTHE	10.29.2024 - VARIOUS SOCIAL		415.00	
	01.71.62200	DEPARTMENTAL SUPPLIE	10.29.2024 - VARIOUS SOCIAL		130.00	
	60.14.62903	LIVE ON THE AVENUE	10.29.2024 - VARIOUS SOCIAL		95.00	
00032	BRADY INDUSTRIES	10/31/2024	Regular	0.00	389.82	98660
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9361988	Invoice	10/18/2024	10.18.2024 - AERO DISPENSER	0.00	389.82	
	41.41.61501	BLDG. MAINT-JANITORIAL	10.18.2024 - AERO DISPENSER		389.82	
01311	Broadcast Music Inc - BMI	10/31/2024	Regular	0.00	14.00	98661

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
55618690	Invoice	10/02/2024	10.02.2024 - MUSIC LICENSING - REC DEP	0.00	14.00	
	60.14.61910		BMI ROYALTIES		14.00	
01631	Caine Starelli	10/31/2024	Regular	0.00	487.50	98662
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10282024-4	Invoice	10/28/2024	10.28.2024 - MAH JONGG LESSONS 10/10	0.00	487.50	
	21.62.61171		ADULT CULTURE SERVICE		487.50	
00193	CalMat Company	10/31/2024	Regular	0.00	432.64	98663
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2409-145335	Invoice	09/11/2024	09.11.2024 - CLASS 2 AB/PERMEABLE	0.00	229.43	
	21.65.63100		CAPITAL OUTLAY - CONST		229.43	
2409-148356	Invoice	09/16/2024	09.16.2024 - CLASS 2 PERMEABLE	0.00	6.56	
	21.65.63100		CAPITAL OUTLAY - CONST		6.56	
2409-149579	Invoice	09/18/2024	09.18.2024 - CLASS 2 AB	0.00	196.65	
	21.65.63100		CAPITAL OUTLAY - CONST		196.65	
03570	CHASE ACE HARDWARE	10/31/2024	Regular	0.00	12.37	98664
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
39192	Invoice	10/24/2024	10.24.2024 - FASTENERS	0.00	12.37	
	01.42.62200		DEPARTMENTAL SUPPLIE		12.37	
01534	Christine O'Rourke	10/31/2024	Regular	0.00	9,691.85	98665
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
950	Invoice	09/30/2024	09.30.2024 - GENERAL PLAN UPDATE - SE	0.00	9,691.85	
	01.18.61150		OUTSIDE SERVICES-OTHE		9,691.85	
02524	Code Source	10/31/2024	Regular	0.00	1,239.00	98666
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11775	Invoice	10/07/2024	10.07.2024 - PLAN REVIEW- 19 DURHAM	0.00	1,239.00	
	01.41.61157		PLAN CHECKING		1,239.00	
00589	County of Marin/MCSTOPPP	10/31/2024	Regular	0.00	36,102.39	98667
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
MC2025-BPC	Invoice	10/09/2024	10.09.2024 - FY24-25 BASE CONTRIBUTIO	0.00	36,102.39	
	01.42.61121		OUTSIDE SVCS-CLEAN WA		36,102.39	
03825	David G. Coyle	10/31/2024	Regular	0.00	901.90	98668
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
13220	Invoice	09/26/2024	09.26.2024 - PRINT FRAMING - MT TAM,	0.00	901.90	
	01.12.61150		OUTSIDE SERVICES-OTHE		901.90	
01320	DC Electric Group Inc	10/31/2024	Regular	0.00	15,877.94	98669
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
475071	Invoice	09/30/2024	09.30.2024 - M5007 SL ROUTINE - SEP 20	0.00	682.31	
	01.42.61131		OUTSIDE SVCS-STREET LI		682.31	
475091	Invoice	09/30/2024	09.30.2024 - M5008 SL RESPONSE - AUG	0.00	1,750.68	
	01.42.61131		OUTSIDE SVCS-STREET LI		1,750.68	
475117	Invoice	09/30/2024	09.30.2024 - M1007 TS ROUTINE - AUG 2	0.00	2,590.98	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.42.61130	OUTSIDE SVCS-SIGNALS	09.30.2024 - M1007 TS ROUTIN		2,590.98	
475118	Invoice	09/30/2024	09.30.2024 - M1008 TS RESPONSE - SEP 2	0.00	10,853.97	
	01.42.61130	OUTSIDE SVCS-SIGNALS	09.30.2024 - M1008 TS RESPON		10,853.97	
00082	Department of Industrial Relations	10/31/2024	Regular	0.00	675.00	98670
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
E 2107340 SA	Invoice	10/15/2024	10.15.2024 - CONVEYANCE #065026 INSP	0.00	225.00	
	01.41.61504		BLDG. MAINT-ELEVATOR	10.15.2024 - CONVEYANCE #065	225.00	
E 2107343 SA	Invoice	10/15/2024	10.15.2024 - CONVEYANCE #066410 INSP	0.00	225.00	
	01.41.61504		BLDG. MAINT-ELEVATOR	10.15.2024 - CONVEYANCE #066	225.00	
E 2107346 SA	Invoice	10/15/2024	10.15.2024 - CONVEYANCE #154519 INSP	0.00	225.00	
	01.41.61504		BLDG. MAINT-ELEVATOR	10.15.2024 - CONVEYANCE #154	225.00	
03520	DM Brent & Associates, Inc.	10/31/2024	Regular	0.00	20,855.00	98671
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
TOSAFS2016	Invoice	09/30/2024	09.30.2024 - CONSTRUCTION MGMT - FIR	0.00	5,512.50	
	45.41.63100		CAPITAL OUTLAY - CONST	09.30.2024 - CONSTRUCTION M	5,512.50	
TOSAGEN02	Invoice	09/30/2024	09.30.2024 - CONSTRUCTION MGMT - GE	0.00	5,420.00	
	01.41.61150		OUTSIDE SERVICES-OTHE	09.30.2024 - CONSTRUCTION M	5,420.00	
TOSAHP04	Invoice	09/30/2024	09.30.2024 - CONSTRUCTION MGMT - HIL	0.00	795.00	
	17.81.63100		CONSTRUCTION	09.30.2024 - CONSTRUCTION M	795.00	
TOSALIB16	Invoice	09/30/2024	09.30.2024 - CONSTRUCTION MGMT - LIB	0.00	1,350.00	
	41.41.63117		CONSTRUCTION - BUILDI	09.30.2024 - CONSTRUCTION M	1,350.00	
TOSASF08	Invoice	09/30/2024	09.30.2024 - CONSTRUCTION MGMT - SF	0.00	397.50	
	15.41.63100		CONSTRUCTION	09.30.2024 - CONSTRUCTION M	397.50	
TOSAST02	Invoice	09/30/2024	09.30.2024 - CONSTRUCTION MGMT - SO	0.00	1,442.50	
	01.41.61150		OUTSIDE SERVICES-OTHE	09.30.2024 - CONSTRUCTION M	1,442.50	
TOSATH19	Invoice	09/30/2024	09.30.2024 - CONSTRUCTION MGMT - TO	0.00	5,937.50	
	45.41.61150		OUTSIDE SERVICES-OTHE	09.30.2024 - CONSTRUCTION M	5,937.50	
00266	Edwin P Gurka, Jr	10/31/2024	Regular	0.00	360.00	98672
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
34-2024	Invoice	09/16/2024	09.16.2024 - SITE VISIT - RED OAK LIMB F	0.00	120.00	
	01.81.61105		OUTSIDE SERVICES-TREES	09.16.2024 - SITE VISIT - RED OA	120.00	
40-2024	Invoice	10/05/2024	10.05.2024 - SITE VISIT - TREE ORDINANC	0.00	240.00	
	01.41.61150		OUTSIDE SERVICES-OTHE	10.05.2024 - SITE VISIT - TREE O	240.00	
00087	Elite Tree Service	10/31/2024	Regular	0.00	10,583.00	98673
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
2024-07-10 REISS	Invoice	07/12/2024	07.12.2024 - FIRE CLEARANCE - MEMORI	0.00	2,948.00	
	35.41.61150		OUTSIDE SERVICES-OTHE	07.12.2024 - FIRE CLEARANCE -	2,948.00	
2024-07-7 REISS	Invoice	10/31/2024	06.30.2024 - EMGNKY FALLEN TREE RMVL	0.00	850.00	
	01.42.61105		OUTSIDE SERVICES-TREES	06.30.2024 - EMGNKY FALLEN T	850.00	
2024-07-8 REISS	Invoice	07/12/2024	07.12.2024 - FIRE CLEARANCE - GREENFIE	0.00	2,880.00	
	35.41.61150		OUTSIDE SERVICES-OTHE	07.12.2024 - FIRE CLEARANCE -	2,880.00	
2024-07-9 REISS	Invoice	07/12/2024	07.12.2024 - FIRE CLEARANCE - SAUNDER	0.00	2,880.00	
	35.41.61150		OUTSIDE SERVICES-OTHE	07.12.2024 - FIRE CLEARANCE -	2,880.00	
2024-10-6	Invoice	10/18/2024	10.18.2024 - MEMORIAL PARK - BATTING	0.00	125.00	
	01.81.61104		OUTSIDE SERVICES-GROU	10.18.2024 - MEMORIAL PARK -	125.00	
2024-10-7	Invoice	10/18/2024	10.18.2024 - SORICH PARK - CHIPS	0.00	900.00	
	01.81.61104		OUTSIDE SERVICES-GROU	10.18.2024 - SORICH PARK - CHI	900.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02777	Elizabeth Flanagan	10/31/2024	Regular	0.00	91.00	98674
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
10282024-3	Invoice	10/28/2024	10.28.2024 - PAINTING WORKSHOPS - OC	0.00	91.00	
	21.62.61171		ADULT CULTURE SERVICE		91.00	
03834	Envisio Solutions Inc.	10/31/2024	Regular	0.00	21,125.00	98675
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
131819	Invoice	09/30/2024	09.30.2024 - PROJECT MGMT SOFTWARE	0.00	21,125.00	
	01.41.61150		OUTSIDE SERVICES-OTHE		7,041.67	
	15.41.61150		OUTSIDE SERVICES-OTHE		7,041.67	
	42.21.61150		OUTSIDE SERVICES-OTHE		7,041.66	
02622	Epstein Holtzapple Christo LLP	10/31/2024	Regular	0.00	22,165.00	98676
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
7682	Invoice	10/21/2024	10.21.2024 - GENERAL LEGAL COUNSEL	0.00	16,252.50	
	01.16.61138		GENERAL COUNSEL LEGA		16,252.50	
7683	Invoice	10/21/2024	10.21.2024 - LEGAL COUNSEL - PLANNING	0.00	4,840.00	
	01.16.61138		GENERAL COUNSEL LEGA		4,840.00	
7684	Invoice	10/21/2024	10.21.2024 - LITIGATION	0.00	1,072.50	
	01.16.61138		GENERAL COUNSEL LEGA		1,072.50	
03664	Equity Smart Investments LP	10/31/2024	Regular	0.00	326.20	98677
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
R14779	Invoice	10/17/2024	10.17.2024 - REFUND - PLANNING FEES	0.00	326.20	
	01.00.48057		PLANNING FEES		296.80	
	01.00.48059		PLANNING TRAINING FEE		29.40	
00017	Fairfax Building Supply Co. Inc.	10/31/2024	Regular	0.00	833.61	98678
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
288714	Invoice	10/15/2024	10.15.2024 - CLAMPS	0.00	30.02	
	01.42.62200		DEPARTMENTAL SUPPLIE		30.02	
288824	Invoice	10/16/2024	10.16.2024 - PRUNER/SAW BLADE	0.00	40.31	
	01.42.62200		DEPARTMENTAL SUPPLIE		40.31	
288877	Invoice	10/17/2024	10.17.2024 - BITS/CAPS/TIMBER/PRESERV	0.00	536.60	
	15.81.63100		CONSTRUCTION		536.60	
288881	Invoice	10/17/2024	10.17.2024 - CONSTRUCTION ADHESIVE	0.00	88.18	
	16.41.62200		DEPARTMENTAL SUPPLIE		88.18	
289142	Invoice	10/24/2024	10.24.2024 - LUMBER/ANCHORS/PRIMER	0.00	113.59	
	01.42.61412		PARTS AND REPAIRS		113.59	
289171	Invoice	10/24/2024	10.24.2024 - LUMBER	0.00	24.91	
	01.42.62200		DEPARTMENTAL SUPPLIE		24.91	
02266	Formax	10/31/2024	Regular	0.00	890.00	98679
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
280781	Invoice	10/01/2024	10.01.2024 - SERVICE CONTRACT - FOLDE	0.00	890.00	
	01.41.61150		OUTSIDE SERVICES-OTHE		890.00	
01586	Fourth Street Press	10/31/2024	Regular	0.00	431.54	98680

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
28990	Invoice	09/24/2024	09.24.2024 - DPW - TOWN ENVELOPES	0.00	431.54	
	01.41.62000		OFFICE SUPPLIES		431.54	
02278	Gardeners' Guild	10/31/2024	Regular	0.00	705.00	98681
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
118856	Invoice	10/17/2024	10.17.2024 - IMGTN PK, TH PK, MAG LOT	0.00	250.00	
	14.81.61150		OUTSIDE SERVICES-OTHE		250.00	
118882	Invoice	10/24/2024	10.24.2024 - TH IRRIGATION CONTROLLER	0.00	455.00	
	01.81.61104		OUTSIDE SERVICES-GROU		455.00	
00206	George Zahorsky	10/31/2024	Regular	0.00	14,800.10	98682
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013369	Invoice	10/18/2024	10.18.2024 - FALL 2024 - ADULT TENNIS	0.00	7,196.00	
	21.61.61166		TENNIS SERVICES		7,196.00	
INV0013370	Invoice	10/18/2024	10.18.2024 - FALL 2024 - JUNIOR TENNIS	0.00	7,604.10	
	21.61.61166		TENNIS SERVICES		7,604.10	
00247	Ghilotti Construction Company	10/31/2024	Regular	0.00	66,693.94	98683
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6114-02	Invoice	10/18/2024	10.18.2024 - 2024 PAVEMENT REHAB - P	0.00	66,693.94	
	19.41.63107		CAPITAL OUTLAY - PAVIN		66,693.94	
03371	Golden State Lumber	10/31/2024	Regular	0.00	1,873.91	98684
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7141020-REISSUE	Invoice	08/29/2024	08.29.2024 - REISSUE - PARKSIDE SUPPLIE	0.00	93.69	
	15.81.63100		CONSTRUCTION		93.69	
7143776-REISSUE	Invoice	08/30/2024	08.30.2024 - REISSUE - PARKSIDE SUPPLIE	0.00	276.93	
	15.81.63100		CONSTRUCTION		276.93	
7146449-REISSUE	Invoice	08/31/2024	08.31.2024 - REISSUE - PARKSIDE SUPPLIE	0.00	1,366.21	
	15.81.63100		CONSTRUCTION		1,366.21	
7248759	Invoice	10/18/2024	10.18.2024 - EPOXY ADHESIVE	0.00	137.08	
	15.81.63100		CONSTRUCTION		137.08	
01449	Graham Contractors Inc	10/31/2024	Regular	0.00	23,000.00	98685
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
032540	Invoice	08/27/2024	08.27.2024 - SEAL CRACKS 1-1.25" - HOT	0.00	23,000.00	
	15.41.63100		CONSTRUCTION		23,000.00	
02285	Graphic Facts	10/31/2024	Regular	0.00	1,966.50	98686
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14012	Invoice	10/07/2024	10.07.2024 - SAVE BUCKET HATS	0.00	1,966.50	
	01.12.62200		DEPARTMENTAL SUPPLIE		1,966.50	
00020	Hannibal's Inc Electrical Construction	10/31/2024	Regular	0.00	3,034.08	98687
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25256	Invoice	10/23/2024	10.23.2024 - STN 20 - TEMP TRAILER	0.00	2,437.50	
	45.41.63100		CAPITAL OUTLAY - CONST		2,437.50	
25258	Invoice	10/23/2024	10.23.2024 - IMGTN PK - RESET GFCI OUT	0.00	195.00	
	14.81.61150		OUTSIDE SERVICES-OTHE		195.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
25259	Invoice	10/23/2024	10.23.2024 - CREEK PARK - DBL DPLX REC	0.00	401.58	
	01.81.61150		OUTSIDE SERVICES-OTHE		401.58	
02399	HdL Coren & Cone	10/31/2024	Regular	0.00	2,233.35	98688
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SIN044334	Invoice	10/28/2024	10.28.2024 - CONTRACT SVCS PROP TAX -	0.00	2,233.35	
	01.12.61150		OUTSIDE SERVICES-OTHE		2,233.35	
00022	Jackson's Hardware Inc.	10/31/2024	Regular	0.00	628.09	98689
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
165167	Invoice	10/17/2024	10.17.2024 - MAKITA TOOLS/BITS	0.00	628.09	
	16.41.62200		DEPARTMENTAL SUPPLIE		628.09	
00022	Jackson's Hardware Inc.	10/31/2024	Regular	0.00	93.93	98690
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
165194	Invoice	10/17/2024	10.17.2024 - ROTO BIT	0.00	93.93	
	01.42.62200		DEPARTMENTAL SUPPLIE		93.93	
03824	Jake McCarter	10/31/2024	Regular	0.00	2,230.00	98691
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
R14667	Invoice	09/30/2024	09.30.2024 - REFUND - ROAD BOND 329	0.00	2,230.00	
	01.00.20314		ROAD BOND		2,230.00	
00586	Jay Nelson	10/31/2024	Regular	0.00	15,050.00	98692
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013332	Invoice	10/12/2024	10.12.2024 - TREE REPAIR/RELIGHT	0.00	6,785.00	
	01.42.61131		OUTSIDE SVCS-STREET LI		6,785.00	
INV0013367	Invoice	10/27/2024	10.27.2024 - TH/PD/FIRE HOLIDAY LIGHTS	0.00	8,265.00	
	01.21.61150		OUTSIDE SERVICES-OTHE		6,765.00	
	95.41.61105		OUTSIDE SERVICES-TREES		1,500.00	
00113	Juan Olsen Sanchez	10/31/2024	Regular	0.00	7,700.00	98693
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
FALL24-3	Invoice	10/28/2024	10.28.2024 - GYMNASIIC FALL 2024 - PAY	0.00	7,700.00	
	21.61.61167		TUMBLING SERVICES		7,700.00	
03412	Juliana M.Kohl	10/31/2024	Regular	0.00	2,835.00	98694
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10282024	Invoice	10/28/2024	10.28.2024 - PRIVATE MUSIC LESSONS - O	0.00	2,835.00	
	21.62.61175		KIDS CULTURE SERVICES		2,835.00	
03337	Kelley Warner	10/31/2024	Regular	0.00	26.89	98695
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013333	Invoice	10/23/2024	10.23.2024 - REIMB - REFRESHMENT FOR	0.00	26.89	
	01.12.62200		DEPARTMENTAL SUPPLIE		26.89	
03410	Language and Cultural Center, Inc	10/31/2024	Regular	0.00	3,428.73	98696
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
F24 MANOR SPA	Invoice	10/28/2024	10.28.2024 - FALL 2024 - SPANISH MANO	0.00	834.40	
	21.63.61180		AFTER SCHOOL ENRICHM		834.40	
F24-HV Spanish P	Invoice	10/28/2024	10.28.2024 - ASE FALL 2024 - SPANISH HV	0.00	716.93	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	21.63.61180	AFTER SCHOOL ENRICHM	10.28.2024 - FALL 2024 - SPANIS		716.93	
F24-WT Spanish	Invoice	10/28/2024	10.28.2024 - FALL 2024 - SPANISH WADE	0.00	938.70	
	21.63.61180	AFTER SCHOOL ENRICHM	10.28.2024 - FALL 2024 - SPANIS		938.70	
F24-WT SPANISH	Invoice	10/28/2024	10.28.2024 - FALL 2024 - SPANISH WADE	0.00	938.70	
	21.63.61180	AFTER SCHOOL ENRICHM	10.28.2024 - FALL 2024 - SPANIS		938.70	
03831	Lee C Chretien	10/31/2024	Regular	0.00	1,226.00	98697
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
R15556	Invoice	10/28/2024	10.28.2024 - REFUND - WTHDRWN 106 S	0.00	1,226.00	
	01.00.48012		GENERAL PLAN MAINT FE		120.00	
	01.00.48057		PLANNING FEES		196.00	
	01.00.48057		PLANNING FEES		850.00	
	01.00.48059		PLANNING TRAINING FEE		60.00	
00145	Marin County Tax Collector	10/31/2024	Regular	0.00	3,836.53	98698
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
24-1021096	Invoice	10/17/2024	10.17.2024 - PROPERTY TAX ROBSON 07.0	0.00	3,836.53	
	34.41.62924		POSSESSORY TAX PAYME		3,836.53	
00029	Marin IT	10/31/2024	Regular	0.00	1,686.57	98699
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2024-124994	Invoice	10/17/2024	10.17.2024 - PRO SD AND MICRO SD	0.00	47.10	
	42.21.62200		DEPARTMENTAL SUPPLIE		47.10	
2024-125018	Invoice	10/21/2024	10.21.2024 - CISCO SMARTNET - EXCHAN	0.00	422.00	
	42.21.62200		DEPARTMENTAL SUPPLIE		422.00	
2024-125047	Invoice	10/25/2024	10.25.2024 - LIBRARY WORKSTATION	0.00	1,217.47	
	42.21.62200		DEPARTMENTAL SUPPLIE		1,217.47	
03636	Matthew Ferrer	10/31/2024	Regular	0.00	101.85	98700
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0013311	Invoice	10/17/2024	10.17.2024 - REIMB - MPWA COFFEE REF	0.00	101.85	
	01.41.62200		DEPARTMENTAL SUPPLIE		101.85	
02323	Maze & Associates	10/31/2024	Regular	0.00	13,230.00	98701
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
53584	Invoice	10/21/2024	10.21.2024 - FINANCIAL STMTS/INTERNA	0.00	13,230.00	
	01.12.61150		OUTSIDE SERVICES-OTHE		13,230.00	
00592	MCCMC	10/31/2024	Regular	0.00	850.00	98702
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0013313	Invoice	10/04/2024	10.04.2024 - MCCMC MEMBERSHIP ASSE	0.00	850.00	
	01.12.61302		DUES		850.00	
01346	Nerviani Paving Inc	10/31/2024	Regular	0.00	23,860.00	98703
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
7534	Invoice	09/23/2024	09.23.2024 - ASPHALT REPAIRS - 73 MED	0.00	10,435.00	
	19.41.63109		UNPROGRAMMED RESUR		10,435.00	
7536	Invoice	09/26/2024	09.26.2024 - STURDIVANT - TRENCH REPA	0.00	13,425.00	
	15.41.63109		UNPROGRAMMED RESUR		4,800.00	
	19.41.63109		UNPROGRAMMED RESUR		8,625.00	
00610	Northbay Reprographics	10/31/2024	Regular	0.00	456.12	98704

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
84757	Invoice	10/21/2024	10.21.2024 - DIGITAL BOND COPIES - COL	0.00	456.12	
	45.41.63100		CAPITAL OUTLAY - CONST		456.12	
03211	ODP Business Solutions LLC	10/31/2024	Regular	0.00	263.79	98705
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
392427782001	Invoice	10/22/2024	10.22.2024 - LIBRARY - TONER	0.00	180.50	
	27.71.62200		DEPARTMENTAL SUPPLIE		180.50	
392467783001	Invoice	10/22/2024	10.22.2024 - LIBRARY - TONER	0.00	83.29	
	27.71.62200		DEPARTMENTAL SUPPLIE		83.29	
03830	Onspot Welding & Design, Inc.	10/31/2024	Regular	0.00	2,697.00	98706
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11203	Invoice	09/06/2024	09.06.2024 - PARKSIDE PRESCHOOL - PIPE	0.00	2,697.00	
	21.65.63100		CAPITAL OUTLAY - CONST		2,697.00	
03829	Pacific Restoration, Inc.	10/31/2024	Regular	0.00	6,474.62	98707
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5205401	Invoice	10/18/2024	10.18.2024 - BIOHAZARD CLEANING	0.00	6,474.62	
	01.42.61150		OUTSIDE SERVICES-OTHE		6,474.62	
00165	Pacific Telemanagement Services - PTS	10/31/2024	Regular	0.00	93.00	98708
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2127971	Invoice	10/10/2024	10.10.2024 TH PAYPHONE - NOV 2024	0.00	93.00	
	01.42.61705		UTILITIES-TELEPHONE		93.00	
03523	Parametrix, Inc	10/31/2024	Regular	0.00	11,565.83	98709
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
60100	Invoice	10/04/2024	10.04.2024 - PROFESSIONAL SERVICES TH	0.00	1,053.75	
	01.41.61150		OUTSIDE SERVICES-OTHE		1,053.75	
60281	Invoice	10/14/2024	10.14.2024 - PROFESSIONAL SERVICES TH	0.00	10,512.08	
	16.41.61150		OUTSIDE SERVICES-OTHE		10,512.08	
03397	Patrick O' Neill	10/31/2024	Regular	0.00	102,465.00	98710
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
145	Invoice	10/10/2024	10.10.2024 - ICC PARKSIDE	0.00	82,604.00	
	21.65.63100		CAPITAL OUTLAY - CONST		82,604.00	
152	Invoice	10/29/2024	10.29.2024 - LANSDALE PARK - DEMO/PR	0.00	19,861.00	
	45.81.63100		CONSTRUCTION		19,861.00	
00893	Perfect Timing Personnel Services, Inc.	10/31/2024	Regular	0.00	1,530.08	98711
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
53922	Invoice	10/21/2024	10.21.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,530.08	
	01.82.60010		TEMPORARY HELP		1,224.06	
	21.65.60010		TEMPORARY HELP		306.02	
03832	Pickleball Organized LLC	10/31/2024	Regular	0.00	6,608.70	98712
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0013368	Invoice	10/21/2024	10.21.2024 - FALL 2024 - PICKLEBALL ADU	0.00	6,608.70	
	21.61.61166		TENNIS SERVICES		6,608.70	

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02956	PUBLIC RISK, INNOVATION, SOLUTIONS AND M/	10/31/2024	Regular	0.00	450.00	98713
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
25401036	Invoice	10/22/2024	10.22.2024 - EMPLOYEE ASST PRGM - OR	0.00	450.00	
01.12.61150			OUTSIDE SERVICES-OTHE		450.00	
01623	Quincy Engineering	10/31/2024	Regular	0.00	4,981.84	98714
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
14-S512.00-40	Invoice	08/21/2024	08.21.2024 - NOKOMIS BRIDGE - JUL 2024	0.00	453.97	
15.41.63100			CONSTRUCTION		453.97	
14-S512.00-41	Invoice	09/19/2024	09.19.2024 - NOKOMIS BRIDGE - AUG 202	0.00	2,101.84	
15.41.63100			CONSTRUCTION		2,101.84	
15-S511.00-37	Invoice	08/21/2024	08.21.2024 - MADRONE BRIDGE - AUG 20	0.00	453.97	
15.41.63100			CONSTRUCTION		453.97	
15-S511.00-38	Invoice	09/19/2024	09.19.2024 - MADRONE BRIDGE - AUG 20	0.00	1,972.06	
15.41.63100			CONSTRUCTION		1,972.06	
00038	Rafael Lumber	10/31/2024	Regular	0.00	1,031.58	98715
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
57499	Invoice	07/08/2024	07.08.2024 - STRAPS	0.00	10.34	
01.42.62200			DEPARTMENTAL SUPPLIE		10.34	
57920	Invoice	07/10/2024	07.10.2024 - SPRAYPAINT	0.00	77.00	
01.42.62200			DEPARTMENTAL SUPPLIE		77.00	
64145	Invoice	08/27/2024	08.27.2024 - SPACERS/PLATES/REBAR	0.00	509.76	
15.81.63100			CONSTRUCTION		509.76	
64146	Invoice	08/27/2024	08.27.2024 - LUMBER	0.00	114.31	
15.81.63100			CONSTRUCTION		114.31	
64539	Invoice	08/29/2024	08.29.2024 - LUMBER/BRACKETS/BOLTS/S	0.00	320.17	
15.81.63100			CONSTRUCTION		320.17	
03579	Recreation Reimagined Inc	10/31/2024	Regular	0.00	1,102.50	98716
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10212024	Invoice	10/21/2024	10.21.2024 - BABYSITTER TRAINING 10/19	0.00	1,102.50	
21.62.61175			KIDS CULTURE SERVICES		1,102.50	
00182	Roto-Rooter Plumbers	10/31/2024	Regular	0.00	7,072.50	98717
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
74614659	Invoice	10/08/2024	10.08.2024 - STORM DRAIN CLEANING	0.00	3,382.50	
01.42.61123			OUTSIDE SVCS-DRAINAGE		3,382.50	
74614678	Invoice	10/09/2024	10.09.2024 - STORM DRAIN CLEANING	0.00	3,690.00	
01.42.61123			OUTSIDE SVCS-DRAINAGE		3,690.00	
00752	San Francisco Chronicle	10/31/2024	Regular	0.00	484.93	98718
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0013343	Invoice	10/25/2024	10.25.2024 - ANNUAL SUBSCRIPTION ACC	0.00	484.93	
01.71.62305			MAGAZINES AND NEWSP		484.93	
03696	Sequoia Ecological Consulting, Inc.	10/31/2024	Regular	0.00	2,258.75	98719
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2024600	Invoice	10/30/2024	10.30.2024 - SORICH PARK BOTANICAL SU	0.00	2,258.75	
35.41.61150			OUTSIDE SERVICES-OTHE		2,258.75	

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02936	SMITH'S PEST MANAGEMENT	10/31/2024	Regular	0.00	150.00	98720
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
311990	Invoice	08/28/2024	08.28.2024 - STRUCTURAL	0.00	150.00	
	01.81.61150		OUTSIDE SERVICES-OTHE		150.00	
03599	Steve Burdo	10/31/2024	Regular	0.00	329.33	98721
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0013366	Invoice	10/28/2024	10.28.2024 - REIMB - CALCITIES EXPO	0.00	329.33	
	01.11.61000		TRAINING		329.33	
03590	The Marin Dojo, Inc.	10/31/2024	Regular	0.00	238.13	98722
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
10282024-2	Invoice	10/28/2024	10.28.2024 - TAI CHI - OCT 2024	0.00	238.13	
	21.62.61171		ADULT CULTURE SERVICE		238.13	
03207	Toni DeFrancis	10/31/2024	Regular	0.00	380.00	98723
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2024-PC1021	Invoice	10/27/2024	10.27.2024 - TRANSCRIPTION PC 10/21	0.00	200.00	
	01.18.61150		OUTSIDE SERVICES-OTHE		200.00	
2024-TC1022	Invoice	10/27/2024	10.27.2024 - TRANSCRIPTION - TC 10/22	0.00	180.00	
	01.12.61150		OUTSIDE SERVICES-OTHE		180.00	
03401	Vincent Lin	10/31/2024	Regular	0.00	17.07	98724
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
171155	Invoice	10/21/2024	10.21.2024 - REIMB - DPW APPRECIATION	0.00	17.07	
	21.65.61000		TRAINING		17.07	
00033	Water Components & Building Supply	10/31/2024	Regular	0.00	54.93	98725
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
30648476	Invoice	10/14/2024	10.14.2024 - SURVEYING TAPE	0.00	37.83	
	01.42.62200		DEPARTMENTAL SUPPLIE		37.83	
30649644	Invoice	10/25/2024	10.25.2024 - VINYL/NITRILE GLOVES	0.00	17.10	
	01.42.62200		DEPARTMENTAL SUPPLIE		17.10	
02905	Wells Fargo Vendor Financial Services, LLC	10/31/2024	Regular	0.00	925.01	98726
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5031714108	Invoice	10/11/2024	10.11.2024 - CANON COPIER LEASE	0.00	925.01	
	42.21.63003		COMPUTER HARDWARE/		925.01	
03454	Willdan Engineering	10/31/2024	Regular	0.00	8,505.00	98727
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
002-33149	Invoice	10/25/2024	10.25.2024 - BLDG/SAFETY PLAN CHECKS	0.00	8,505.00	
	01.41.61157		PLAN CHECKING		8,505.00	

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00391	Verizon Wireless	10/01/2024	Bank Draft	0.00	922.57	DFT05607
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
9973745226	Invoice	09/12/2024	09.12.2024 - CELLULAR - 08.13.24-09.12.2	0.00	922.57	
	01.12.61705		UTILITIES-TELEPHONE		51.68	
	01.41.61705		UTILITIES-TELEPHONE		504.13	
	01.42.61705		UTILITIES-TELEPHONE		263.40	
	21.63.61179		PARKSIDE SERVICES		51.68	
	21.63.61187		ROBSON AFTER SCHOOL		51.68	
00362	Town of San Anselmo	10/07/2024	Bank Draft	0.00	294,157.12	DFT05636
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0013207	Invoice	10/07/2024	10-15-2024 TSA To Fund Payroll	0.00	294,157.12	
	01.00.20299		PAYROLL PAYABLE		197,272.48	
	01.00.20299		PAYROLL PAYABLE		3,578.71	
	01.00.20299		PAYROLL PAYABLE		449.15	
	01.00.20299		PAYROLL PAYABLE		-1,292.60	
	15.00.20299		PAYROLL PAYABLE		10,392.73	
	15.00.20299		PAYROLL PAYABLE		-40.00	
	19.00.20299		PAYROLL PAYABLE		14,046.24	
	21.00.20299		PAYROLL PAYABLE		56,379.38	
	21.00.20299		PAYROLL PAYABLE		-215.00	
	27.00.20299		PAYROLL PAYABLE		13,586.03	
00128	Pacific Gas & Electric	10/09/2024	Bank Draft	0.00	9.63	DFT05637
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
717-10092024	Invoice	10/09/2024	717 - CORPYARD UTILITIES - 09.05.2024 -	0.00	9.63	
	41.41.61701		UTILITIES		9.63	
00072	Comcast	10/05/2024	Bank Draft	0.00	140.02	DFT05638
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
426-10052024	Invoice	10/05/2024	426 - CREEK CAMERA - 09.14.24 - 10.13.2	0.00	140.02	
	42.21.61150		OUTSIDE SERVICES-OTHE		140.02	
00128	Pacific Gas & Electric	10/28/2024	Bank Draft	0.00	117.98	DFT05639
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
216-10282024	Invoice	10/28/2024	216 - IMAGINATION PARK - 09.05.24-10.0	0.00	117.98	
	14.81.61150		OUTSIDE SERVICES-OTHE		117.98	
00128	Pacific Gas & Electric	10/16/2024	Bank Draft	0.00	515.88	DFT05640
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
355-10162024	Invoice	10/16/2024	355 - CORPYARD UTILITIES - 09.04.24-10.0	0.00	515.88	
	41.41.61701		UTILITIES		515.88	
00072	Comcast	10/12/2024	Bank Draft	0.00	258.98	DFT05641
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
583-10122024	Invoice	10/12/2024	583 - CORPYARD INTERNET - 09.21.24-10.	0.00	258.98	
	41.41.61701		UTILITIES		258.98	
00128	Pacific Gas & Electric	10/16/2024	Bank Draft	0.00	2,315.56	DFT05642
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
146-10162024	Invoice	10/16/2024	146 - EV CHARGING - 09.05.24-10.05.24	0.00	2,315.56	
	13.42.61114		OUTSIDE SRV: PARKING		2,315.56	

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03344	CSG Forte Payments Inc.	10/10/2024	Bank Draft	0.00	1,211.12	DFT05643
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0012610410	Invoice	09/30/2024	09.30.2024 - REC DEPT - CREDIT CARD PR	0.00	1,211.12	
21.65.61177	CHG CARDS		09.30.2024 - REC DEPT - CREDIT		1,211.12	
03344	CSG Forte Payments Inc.	10/10/2024	Bank Draft	0.00	2,270.36	DFT05644
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
0012610681	Invoice	09/30/2024	09.30.2024 - REC DEPT - CREDIT CARD PR	0.00	2,270.36	
21.65.61177	CHG CARDS		09.30.2024 - REC DEPT - CREDIT		2,270.36	
00072	Comcast	10/15/2024	Bank Draft	0.00	166.98	DFT05645
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
758-10152024	Invoice	10/15/2024	758 - TH INTERNET - 09.24.24-10.24	0.00	166.98	
41.41.61701	UTILITIES		758 - TH INTERNET - 09.24.24-1		166.98	
01281	Payroll Resource Group	10/14/2024	Bank Draft	0.00	105.00	DFT05646
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
19046	Invoice	10/14/2024	10.14.2024 - SECTION 125 ADMINISTRATI	0.00	105.00	
01.12.61107	OUTSIDE SVCS-ACCOUNTI		10.14.2024 - SECTION 125 ADMI		105.00	
00128	Pacific Gas & Electric	10/18/2024	Bank Draft	0.00	11,312.41	DFT05649
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0013312	Invoice	10/18/2024	10.18.2024 - PGE PROJECT - MEMORIAL P	0.00	11,312.41	
15.41.63100	CONSTRUCTION		10.18.2024 - PGE PROJECT - ME		11,312.41	
00362	Town of San Anselmo	10/22/2024	Bank Draft	0.00	233,893.89	DFT05667
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0013331	Invoice	10/22/2024	10-31-2024 TSA To Fund Payroll	0.00	233,893.89	
01.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		158,205.67	
01.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		3,462.36	
01.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		449.15	
01.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		-1,292.60	
15.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		8,698.53	
15.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		-40.00	
19.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		10,635.51	
21.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		45,556.30	
21.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		-215.00	
27.00.20299	PAYROLL PAYABLE		10-31-2024 TSA To Fund Payroll		8,433.97	
00181	Ross Valley Fire Department	10/16/2024	Bank Draft	0.00	479,895.92	DFT05668
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0013364	Invoice	10/16/2024	10.16.2024 - RVFD MEMBER CONTRIBUTI	0.00	479,895.92	
01.32.61139	RVFS CONTRACT		10.16.2024 - RVFD MEMBER CO		458,086.25	
15.32.61150	OUTSIDE SERVICES-OTHE		10.16.2024 - RVFD MEMBER CO		21,809.67	
01102	Central Marin Police Authority	10/01/2024	Bank Draft	0.00	456,205.75	DFT05669
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0013365	Invoice	10/01/2024	10.01.2024 - CMPA MEMBER CONTRIBUTI	0.00	456,205.75	
01.30.61199	POLICE SERVICES CONTR		10.01.2024 - CMPA MEMBER C		456,205.75	
00128	Pacific Gas & Electric	10/25/2024	Bank Draft	0.00	14,817.62	DFT05671

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
461-10252024	Invoice	10/25/2024	461 - TH UTILITIES - 09.06.24-10.04.24	0.00	14,817.62	
	21.65.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 09.06.24-10		446.01	
	21.65.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 09.06.24-10		693.46	
	31.41.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 09.06.24-10		1,231.34	
	31.41.61702	UTILITIES-GAS	461 - TH UTILITIES - 09.06.24-10		779.41	
	34.41.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 09.06.24-10		278.57	
	34.41.61702	UTILITIES-GAS	461 - TH UTILITIES - 09.06.24-10		177.81	
	41.41.61701	UTILITIES	461 - TH UTILITIES - 09.06.24-10		11,211.02	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	470	204	0.00	1,072,357.87
Manual Checks	0	0	0.00	0.00
Voided Checks	0	6	0.00	-195.00
Bank Drafts	17	17	0.00	1,498,316.79
EFT's	0	0	0.00	0.00
	487	227	0.00	2,570,479.66

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	470	204	0.00	1,072,357.87
Manual Checks	0	0	0.00	0.00
Voided Checks	0	6	0.00	-195.00
Bank Drafts	17	17	0.00	1,498,316.79
EFT's	0	0	0.00	0.00
	487	227	0.00	2,570,479.66

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH - OPERATING	10/2024	2,570,479.66
			2,570,479.66



STAFF REPORT

TOWN OF SAN ANSELMO

Item #:1.4

MEETING DATE: November 12, 2024

AGENDA TITLE: Quarterly Treasurer's Investment Report, September 2024

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That the Town Council consider approving the Treasurer's Investment Report for the quarter ending September 30, 2024.

SUMMARY

The Treasurer's Investment Report is a quarterly itemization of the market value of Town investments. The purpose of this report is to present financial information for review and discussion.

DISCUSSION/ANALYSIS

The attached report itemizes the Town's investments and states the market value of each investment as of September 30, 2024. The Wells Fargo bank account is the Town's primary checking account used for the deposit and expenditure of operating funds. The Bank of America checking account is a controlled account used for payroll processing only.

The Town holds three investment accounts; one with Moreton Capital with funds held at U.S. Bank, one with Wells Fargo Securities with funds held at Wells Fargo, and one with RBC Capital Markets held at RBC. The investments held are allowable by the Town's investment policy.

The Town maintains two Local Agency Investment Fund accounts (LAIF) for the purpose of maximizing interest income on funds not needed for immediate expenditure. One LAIF account is for the investment of general operating funds. The other is for the remaining series 2003 Measure G bond proceeds, required by law to be maintained in a segregated account.

The Town's cash balance as of September is \$12,548,320 which is \$310,864 more than the balances at this time last year.

FISCAL IMPACT

Not applicable

GENERAL PLAN CONSISTENCY

Not applicable

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Council's discussion and approval of this report is not a "project" under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

ATTACHMENTS

Attachment #1: Quarterly Treasurer's Investment Report, September 30, 2024

TOWN OF SAN ANSELMO

TREASURER'S INVESTMENT REPORT for the quarter ending September 30, 2024

INSTITUTION	TYPE OF INVESTMENT	MATURITY DATE	EFFECTIVE YIELD	MARKET VALUE OF AMOUNT ON DEPOSIT	NOTES	
					BOOK VALUE	UNREALIZED GAIN
Wells Fargo Bank	Government Advantage Checking	None	1.65%	114,807		
Wells Fargo Bank	Government Sweep Account	None	4.79%	1,014,870		
Bank of America	Business Checking Account	None	0.49%	75,061		
LAIIF (Local Agency Investment Fund) Operating Account	State Treasurer's Pool	None	4.58%	8,122		
LAIIF (Local Agency Investment Fund) Measure G Proceeds	State Treasurer's Pool	None	4.58%	97,846		
Moreton Capital	Money Market	None	4.79%	3,075,880		
Moreton Capital	Municipal Bonds	Varies	4.53%	3,854,319		
Moreton Capital	Certificate of Deposits	Varies	4.75%	732,036		
Moreton Capital	Treasury/Federal Agency	Varies	0.00%	-		
Wells Fargo	Treasury/Federal Agency	Varies	4.95%	250,362		
Wells Fargo	Money Market	None	5.01%	724,245		
RBC Wealth Management	Certificate of Deposits	Varies	4.68%	1,718,309		
RBC Wealth Management	Treasury/Federal Agency	Varies	4.78%	247,228		
RBC Wealth Management	Money Market	None	4.71%	635,236		
Total Investment Portfolio:				12,548,320		
I hereby verify that this report is in conformity with the Town of San Anselmo Investment Policy.						
John Mahl Digitally signed by John Mahl Date: 2024.11.03 18:14:16 -08'00' 						
John Mahl, Town Treasurer			Jeff Zuba, Finance & Administrative Services Director		October 22, 2024	
					Date	



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.5

MEETING DATE: 11/12/24

AGENDA TITLE: Financial Report on Recreation Fund

FROM: Mattie O'Grady – Interim Director of Community Services

RECOMMENDATION: That the Town Council review the Recreation Fund revenue and expenditure report for the period ending October 31, 2024.

BACKGROUND

The Recreation Department offers a wide variety of fee-based programs throughout the fiscal year including sports programs and leagues, youth and adult classes, and childcare and camps. Additional revenue is generated through facility rentals and administrative fees.

DISCUSSION/ANALYSIS

As of October 31, 2024, 33% of the fiscal year has elapsed and the Recreation Fund is listed at 44% of projected revenues and 32% of projected expenditures.

You will also find attached the capital outlay budget for the department, in addition to the Recreation Fund revenue and expenditure report.

For future historical comparison purposes, staff has developed the following table:

FY	Revenue			Expenditures			Rev Over/(Under) Exp	
	Budget	Actual	%	Budget	Actual	%	\$	%
2024-25	2,210,355	974,247	44%	2,210,355	699,450	32%	274,797	12%
2023-24	1,984,971	976,057	49%	2,284,971	673,549	29%	302,508	15%
2022-23	1,875,414	1,084,858	58%	1,848,926	608,873	33%	475,986	25%
2021-22	1,348,625	841,318	62%	1,460,003	560,186	38%	281,131	21%
2020-21	1,408,125	343,105	24%	1,550,947	429,194	28%	(86,088)	(6%)
2019-20	1,627,269	786,711	48%	1,669,863	616,107	37%	170,604	10%
2018-19	1,510,604	723,696	48%	1,596,204	525,623	33%	198,073	13%
2017-18	1,514,000	639,795	42%	1,644,385	491,086	30%	148,709	9.8%
2016-17	1,384,325	621,517	45%	1,500,570	494,779	33%	126,737	9.2%

Attachment 1 - Revenue & Expenditure Report FY 2024-25: Recreation Fund as of 10/31/2024.

Attachment 2 – Capital Outlay Report FY 24-25 as of 10/31/24



Budget Report Group Summary

For Fiscal: 2024-2025 Period Ending: 10/31/2024

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 00 - UNDESIGNATED						
670 - TRANSFERS OUT	33,899.00	33,899.00	0.00	0.00	33,899.00	100.00%
Department: 00 - UNDESIGNATED Total:	33,899.00	33,899.00	0.00	0.00	33,899.00	100.00%
Department: 61 - SPORTS						
480 - FEES FOR SERVICES	568,375.00	568,375.00	12,377.67	264,279.67	-304,095.33	53.50%
600 - SALARIES AND WAGES	30,000.00	30,000.00	9,157.00	11,157.00	18,843.00	62.81%
602 - EMPLOYEE BENEFITS	2,295.00	2,295.00	700.53	853.53	1,441.47	62.81%
611 - OUTSIDE SERVICES	222,650.00	222,650.00	43,208.80	99,271.76	123,378.24	55.41%
629 - MISCELLANEOUS	54,500.00	54,500.00	1,356.91	3,802.23	50,697.77	93.02%
Department: 61 - SPORTS Surplus (Deficit):	258,930.00	258,930.00	-42,045.57	149,195.15	-109,734.85	42.38%
Department: 62 - CULTURE						
480 - FEES FOR SERVICES	177,860.00	177,860.00	10,695.50	66,746.50	-111,113.50	62.47%
611 - OUTSIDE SERVICES	124,300.00	124,300.00	17,028.63	26,169.03	98,130.97	78.95%
629 - MISCELLANEOUS	3,500.00	3,500.00	0.00	279.72	3,220.28	92.01%
Department: 62 - CULTURE Surplus (Deficit):	50,060.00	50,060.00	-6,333.13	40,297.75	-9,762.25	19.50%
Department: 63 - CHILD CARE						
480 - FEES FOR SERVICES	1,408,120.00	1,408,120.00	75,034.75	611,107.14	-797,012.86	56.60%
600 - SALARIES AND WAGES	521,439.76	521,439.76	43,425.52	211,769.20	309,670.56	59.39%
601 - RETIREMENT	28,941.04	28,941.04	2,478.24	8,968.03	19,973.01	69.01%
602 - EMPLOYEE BENEFITS	117,494.32	117,494.32	8,768.00	37,365.27	80,129.05	68.20%
611 - OUTSIDE SERVICES	426,200.00	426,200.00	5,705.02	98,026.81	328,173.19	77.00%
622 - DEPARTMENT SUPPLIES	4,500.00	4,500.00	0.00	1,136.30	3,363.70	74.75%
629 - MISCELLANEOUS	37,600.00	37,600.00	253.86	9,611.12	27,988.88	74.44%
Department: 63 - CHILD CARE Surplus (Deficit):	271,944.88	271,944.88	14,404.11	244,230.41	-27,714.47	10.19%
Department: 64 - EVENTS AND OTHER						
480 - FEES FOR SERVICES	29,000.00	29,000.00	13,567.00	25,457.50	-3,542.50	12.22%
611 - OUTSIDE SERVICES	15,000.00	15,000.00	500.00	827.70	14,172.30	94.48%
Department: 64 - EVENTS AND OTHER Surplus (Deficit):	14,000.00	14,000.00	13,067.00	24,629.80	10,629.80	-75.93%
Department: 65 - PROGRAM ADMINISTRATION						
480 - FEES FOR SERVICES	27,000.00	27,000.00	1,807.00	6,657.00	-20,343.00	75.34%
600 - SALARIES AND WAGES	320,106.91	320,106.91	27,702.07	108,994.78	211,112.13	65.95%
601 - RETIREMENT	34,948.82	34,948.82	2,855.54	11,212.97	23,735.85	67.92%
602 - EMPLOYEE BENEFITS	62,562.69	62,562.69	7,720.16	30,658.22	31,904.47	51.00%
610 - TRAINING	8,000.00	8,000.00	17.07	572.14	7,427.86	92.85%
611 - OUTSIDE SERVICES	114,500.00	114,500.00	203.50	21,553.55	92,946.45	81.18%
613 - PUBLICATION / DUES	1,200.00	1,200.00	0.00	5.95	1,194.05	99.50%
614 - MAINTENANCE	900.00	900.00	0.00	0.00	900.00	100.00%
615 - BUILDING MAINTENANCE	200.00	200.00	0.00	50.00	150.00	75.00%
617 - UTILITIES	13,000.00	13,000.00	1,139.47	3,453.04	9,546.96	73.44%
618 - HIRING	800.00	800.00	0.00	1,171.46	-371.46	-46.43%
619 - MISCELLANEOUS	817.46	817.46	0.00	1,361.88	-544.42	-66.60%
620 - OFFICE SUPPLIES	25,000.00	25,000.00	2,340.44	10,020.76	14,979.24	59.92%
622 - DEPARTMENT SUPPLIES	6,000.00	6,000.00	73.94	1,158.00	4,842.00	80.70%
Department: 65 - PROGRAM ADMINISTRATION Surplus (Deficit):	-561,035.88	-561,035.88	-40,245.19	-183,555.75	377,480.13	67.28%
Report Surplus (Deficit):	0.00	0.00	-61,152.78	274,797.36	274,797.36	0.00%



Budget Report Group Summary

For Fiscal: 2024-2025 Period Ending: 10/31/2024

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 21 - RECREATION						
Revenue	2,210,355.00	2,210,355.00	113,481.92	974,247.81	-1,236,107.19	55.92%
Expense	2,210,355.00	2,210,355.00	174,634.70	699,450.45	1,510,904.55	68.36%
Fund: 21 - RECREATION Surplus (Deficit):	0.00	0.00	-61,152.78	274,797.36	274,797.36	0.00%
Report Surplus (Deficit):	0.00	0.00	-61,152.78	274,797.36	274,797.36	0.00%



Budget Report Account Summary

For Fiscal: 2024-2025 Period Ending: 10/31/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 21 - RECREATION						
Expense						
SubCategory: 631 - CAPITAL OUTLAY - CONSTRUCTION						
21.65.63100 CAPITAL OUTLAY - CONSTRUCTION	450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76 %
SubCategory: 631 - CAPITAL OUTLAY - CONSTRUCTION Total:	450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%
Expense Total:	450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%
Fund: 21 - RECREATION Total:	450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%
Report Total:	450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%

Group Summary

SubCategory		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 21 - RECREATION							
Expense							
631 - CAPITAL OUTLAY - CONSTRUCTION		450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%
Expense Total:		450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%
Fund: 21 - RECREATION Total:		450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%
Report Total:		450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%

Fund Summary

Fund		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
21 - RECREATION		450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%
	Report Total:	450,000.00	450,000.00	83,630.87	131,586.41	318,413.59	70.76%



STAFF REPORT

TOWN OF SAN ANSELMO

Item #:1.6

MEETING DATE: November 12, 2024

AGENDA TITLE: Financial Report for Fiscal Year (FY)
2023/2024 Measure D/Measure J Sales Tax
Fund

FROM: Jeff Zuba, Finance & Administrative Services Director

RECOMMENDATION: That the Town Council receive and approve the Infrastructure and Fiscal Monitoring Committee (IFMC) review of the financial report for FY 2023/2024 for Measure D and Measure J Sales Tax, as well as capital expenditures from the Road Maintenance Fund, Capital Projects Fund and Grants Fund.

BACKGROUND AND DISCUSSION

The Public Works Department continues to follow the 5-Year Capital Improvement Plan (CIP) approved by the Town Council in 2019, covering fiscal years 2019-2024. This plan serves as a flexible roadmap, subject to adjustments based on urgent needs, utility conflicts, and funding delays, especially with federal funding. Attachment 1 displays the original CIP, which allocated an approximate annual budget of \$1,990,000.

Several key projects were completed in FY 2023/2024 using funds from Measure J Sales Tax, Measure D Sales Tax, and other capital projects funds:

Street Resurfacing Project

Jordan Avenue from Cottage Avenue to Southview Terrace
Amberwood Lane from Jordan Avenue to end
Hildale Drive from Carolina Avenue to Longview Avenue
Longview Avenue from Longview Avenue to Hildale Drive
Ancho Vista Avenue from Red Hill Avenue to Sequoia Drive
Park Way from Ancho Vista Avenue to 55 Park Way
Essex Avenue from Red Hill Avenue to end
Crescent Road from Raymond Avenue to Woodland Avenue
San Anselmo Avenue from Sir Francis Drake Boulevard to Morningside Drive
Meadowcroft Drive to Broadmoor Avenue
Tomahawk Drive from 99' north of Indian Rock Road to end
Palazzi Court from Ash Avenue to end

Slurry Seal Project

Item #: 1.6

Agatha Court from Saunders Avenue to end
Berlin Avenue from Saunders Avenue to Brennfleck Avenue
Brennfleck Avenue from Karl Avenue to Berlin Avenue
Karl Avenue from Saunders Avenue to end
Forest Avenue from San Anselmo Avenue to Fairfax Town Limits
Pasadena Avenue from Santa Barbara Avenue to Miwok Drive
Miwok Drive from Pasadena Avenue to end
Tomahawk Drive from Indian Rock Road to 99' north
Blackhawk Drive from Tomahawk Drive to Miwok Drive
Elkhorn Way from Tomahawk Drive to Miwok Drive
Indian Rock Road from Broadmoor Avenue to Tomahawk Drive
Durham Road from Santa Barbara Avenue to end
Sunview Avenue from Broadmoor Avenue to Berkeley Avenue
Berkeley Avenue from Broadmoor Avenue to end
Toyon Drive from Berkeley Avenue to Sunview Avenue
Broadmoor Avenue from Brookside Drive to Indian Rock Road
Woodland Avenue from Cedar Street to Sunnyside Avenue
Olive Avenue from Redwood Road to 290'south
Island Drive – Tamal Vista Avenue to Town Limit

In addition to the street resurfacing and slurry seal projects, the department completed the Memorial Park Parking Lot project and initiated the design phase for the Resilient Hub. Ongoing projects include the installation of EV Charging Stations at Fire Station 20, Bike & Pedestrian Study, and the Downtown Circulation Study.

Attachment 2 provides a breakdown of FY 2023/2024 expenditures from Measure D and Measure J funds and contributions from the Road Maintenance Fund, Grants Fund, Active Transportation Fund, Park Improvement Fund, and General Fund. These funds have been critical in supporting street resurfacing, slurry sealing, bike and pedestrian infrastructure improvements, drainage enhancements, and local match funding for federally funded bridge replacement projects.

As of March 2023, Measure D Sales Tax expired, leaving minimal fund balances as of June 30, 2024. These funds will transition to Measure J. The Measure J Sales Tax Fund closed FY 2023/2024 with an approximate balance of \$1,315,828. Several factors contributed to this balance, including several projects that are still in the planning phase, such as the Memorial Park renovations, as well as limitations on staff capacity to manage and execute multiple projects within a single fiscal year. The 2023/2024 Measure J budget included 25 projects, which stretched the department's resources at times. However, with the Public Works team now fully staffed, progress on these projects is ongoing.

Attachment 3 summarizes completed paving, slurry, and pedestrian and cyclist improvement projects for FY 23/24.

Attachment 4 outlines the planned paving and slurry seal projects for FY 24/25 and FY 29/30.

Attachment 5 shows the current pavement condition report as of October 2024.

The IFMC met on October 17 to review Measure D, Measure J, and other capital project fund expenditures and unanimously found that monies had been spent according to the letter and spirit of the Council's intention.

ATTACHMENTS

Attachment 1 – 2019 5-Year CIP

Attachment 2 – FY 23/24 Measure D/J and Capital Funds Summary

Attachment 3 – FY23-24 and FY 24-25 Paving and Slurry Projects

Attachment 4 – Paving and Slurry Seal Project for FY24/25 - FY29/30

Attachment 5 – Map showing current pavement conditions

2019 5 Year CIP

Annual Budget \$1.990 million

CIP Project Expense/Year		2019	2020	2021	2022	2023
Road Maintenance						
	Paving	331,032	1,377,063	2,220,200	1,115,230	855,871
	Signals, Ped, bike, EV	35,000	35,000	35,000	35,000	35,000
	Other ADA	10,000		10,000	10,000	10,000
	Unprogrammed Streets	100,000	100,000	100,000	100,000	100,000
Bridges						
	Nokomis	365,000	365,000	1,260,000	2,217,081	2,217,081
	Madrone	381,000	381,000	843,680	2,957,174	2,957,174
	Center		251,190	251,190	251,190	1,541,565
	Bridge		240,505	240,505	240,505	240,505
	BPMP	157,006	157,006	157,006	268,000	268,000
	Total	903,006	1,394,701	2,752,381	5,933,950	7,224,325
Other						
	Storm drain Study	0	0	0	0	0
	Unprogrammed Drains	100,000	100,000	100,000	100,000	100,000
	Project Design Consultants/Staffing	330,000	330,000	330,000	330,000	330,000
	subtotal	1,809,038	3,336,764	5,547,581	7,624,180	8,655,196
Flooding		0	0	0	0	0
Buildings						
	Robson Harrington ADA Bath 2019 and Town Hall Roof in 2020	40,000	250,000	35,000	35,000	35,000
Parks		20,000	20,000	20,000	20,000	50,000
Medians						
	Red Hill Median 2019	1,500,000	20,000	20,000	20,000	20,000
Measure D payback		150,000	150,000	200,000		
Total Expense		3,519,038	3,776,764	5,822,581	7,699,180	8,760,196
Revenue						
Annual Town Funding*		1,990,000	1,990,000	1,990,000	1,990,000	1,990,000
Budget Carryover			902,259	382,089	281,713	180,158
Measure B		100,000			100,000	
Grants						
	SFD			1,151,000		
	Red Hill Median	1,500,000				
	Nokomis	355,000	355,000	1,260,000	2,217,081	2,217,081
	Madrone	337,299	337,299	746,910	2,617,986	2,617,986
	Center Blvd. @ Sycamore	0	222,379	222,379	222,379	1,364,747
	Bridge Avenue	0	212,919	212,919	212,919	212,919
	BPMP	138,997	138,997	138,997	237,260	237,260
	Total Grants	2,331,297	1,266,594	3,732,205	5,507,625	6,649,994
Total Town contribution for grants		71,709	128,107	171,176	426,325	574,331
Total Budget		4,421,297	4,158,853	6,104,294	7,879,338	8,820,152
Ending Balance		902,259	382,089	281,713	180,158	59,956

	2023-2024 Actuals								
	General Fund	Capital Construction	Grant Fund	Road Fund	Active Transporation	Park Improvement Fund	Measure D	Measure J	TOTAL
Beginning Balance	\$ -	\$ 10,928	\$ 127,552	\$ 257,374	\$ 100,509	\$ -	\$ 617,009	\$ 600,294	\$ 1,713,666
REVENUES									
Gas Tax	355,142								355,142
General Fund Revenue	865,035	-		450,000					1,315,035
Grant			376,266						376,266
Impact Fees				473,256					473,256
Investment Income		232.77		11,182	3,433	3,712	-	13,271.42	31,832
Measure D Sales Tax							18,820		18,820
Measure J Sales Tax								2,522,332	2,522,332
Other			49855	15,000	100,000	500,000			664,855
SB1				323,208					323,208
Total Revenue	1,220,177	233	426,121	1,272,646	103,433	503,712	18,820	2,535,603	3,545,141
EXPENDITURES									
Alderney/Cordone Stairs					6,650				6,650
Bike and Pedestrial Study								25,410	25,410
Bike Spine									-
Bridge Preventative Maintenance Program			38,666						38,666
EV Charging			13,000					11,500	24,500
Ground Water Monitoring								2,545	2,545
Imagination Park Maintenance			59,932						59,932
Madrone Ave Bridge			11,172					5,291	16,463
Memorial Park Improvements								55,228	55,228
Memorial Park Parking Lot							627,137	130,385	757,521
Nokomis Bridge			9,310					1,429	10,738
Project Management				235,502				190,133	425,634
Pavement Maintenance									-
Recycling Cans			5,000						5,000
Resilient Hub								189,016	189,016
Road Paving Design								171,648	171,648
Road Paving			305,328	516,499				312,781	1,134,608
Robson ADA Bathroom									-
Robson Windows and Doors								20,771	20,771
Safety & Circulation Study					6,648				6,648
Sidewalk Replacement				34,000					34,000
Slurry & Crack Seal, Digouts								487,020	487,020
Speed Humps					16,004				16,004
Street Division Operation	1,220,177								1,220,177
Town Hall 1st Floor Door Install		10,277						9,392	19,669
Traffic Signals								24,930	24,930
Unprogrammed Drainage				84,510				181,176	265,686
Unprogrammed Paving				223,949				44,127	268,075
Total Expenditures	1,220,177	10,277	442,407	1,094,460	29,302	-	627,137	1,862,782	3,423,759
Annual Net	-	(10,044)	(16,286)	178,186	74,131	503,712	(608,317)	672,822	121,383
Ending Balance	\$ -	\$ 884	\$ 111,266	\$ 435,560	\$ 174,640	\$ 503,712	\$ 8,692	\$ 1,273,116	\$ 1,835,049



TOWN OF SAN ANSELMO 2023-2024 MEASURE J AND CAPITAL FUNDS SUMMARY

Account Number	Description	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 Budget
Fund: 12 - SALES TAX MEASURE D				
Beginning Balance		1,073,935	617,009	8,692
Revenue				
12.00.41003	MEASURE D SALES TAX	985,592	18,820	-
12.00.44004	USE OF PROPERTY AND MONEY	10,694	-	-
Revenue Total:		996,286	18,820	-
Expense				
12.41.60000	REGULAR SALARIES	134,327	-	-
12.41.60020	OVERTIME	-	-	-
12.41.60100	RETIREMENT	11,644	-	-
12.41.60200	BENEFITS	28,399	2,396	-
12.41.60215	CAR ALLOWANCE	1,584	-	-
12.41.60220	PAYROLL TAXES	9,204	-	-
12.41.62906	SUPPLIES-OTHER	24,025	-	-
12.41.63100	CAPITAL OUTLAY - CONSTRUCTION	447	-	-
12.41.63101	CAPITAL OUTLAY - PAVING DESIGN	8,294	-	-
12.41.63103	CAPITAL OUTLAY - DRAINAGE CONSTRUCTION	203,786	-	-
12.41.63107	CAPITAL OUTLAY - PAVING CONSTRUCTION	185,636	-	-
12.41.63109	UNPROGRAMMED RESURFACING	96,138	-	-
12.41.63114	PROJECT MANAGEMENT	378	-	-
12.41.63117	CONSUTRCTION - BUILDING IMPROVEMENT	-	-	-
12.41.63119	CAPITAL OUTLAY - BRIDGE DESIGN	2,920	-	-
12.41.63121	ARTERIAL MEDIAN WORK	19,455	-	-
12.41.63200	SLURRY RESURFACING CONST ENG	511,841	-	-
12.81.61150	OUTSIDE SERVICES - OTHER	31,264	5,003	-
12.81.63100	CONSTRUCTION	183,870	619,739	-
Expense Total:		1,453,212	627,138	-
Fund: 12 - SALES TAX MEASURE D ENDING BALANCE		617,009	8,692	8,692



TOWN OF SAN ANSELMO 2023-2024 MEASURE J AND CAPITAL FUNDS SUMMARY

Account Number	Description	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 Budget
Fund: 14 - GRANTS FUND				
Beginning Balance		246,801	127,552	111,266
Revenue				
14.00.45018	STATE RECYCLING GRANT	-	5,000	5,000
14.00.45043	SAFE ROUTES TO SCHOOL: STREET IMPROVEMENT	-	-	204,000
14.00.45062	CALTRANS NOKOMIS BRIDGE	21,849	9,170	-
14.00.45063	CALTRANS MADRONE BRIDGE	20,811	7,717	-
14.00.45064	CALTRANS CENTER AVE BRIDGE	-	-	-
14.00.45067	BRIDGE PREVENTIVE MAINTENANCE GRANT	42,680	25,474	-
14.00.45068	CALTRANS BRIDGE ST. BRIDGE	-	-	-
14.00.45069	OBAG GRANT	-	-	-
14.00.46003	MISC FEDERAL REVENUE	-	23,577	-
14.00.47012	TAM LOCAL STREETS MEASURE AA	299,995	294,018	290,658
14.00.47015	TAM LOCAL STREETS MEASURE A	10,782	11,310	-
14.00.47016	TAM LOCAL STREETS MEASURE B	99,967	-	166,142
14.00.49012	OTHER MISC REVENUE	84,633	49,855	51,505
Revenue Total:		580,717	426,121	717,305
Expense				
14.41.61150	OUTSIDE SERVICES-OTHER	35,000	285	-
14.41.62913	RECYCLING CANS	5,000	5,000	5,000
14.41.63100	CAPITAL OUTLAY - CONSTRUCTION	-	14,323	136,500
14.41.63101	CAPITAL OUTLAY - PAVING DESIGN	131,193	-	260,000
14.41.63107	CAPITAL OUTLAY - PAVING CONSTRUCTION	410,744	305,328	290,658
14.41.63119	CAPITAL OUTLAY - BRIDGE DESIGN	73,715	57,539	-
14.41.63123	CAPITAL OUTLAY - SIGNALS	405	-	-
14.81.61150	OUTSIDE SERVICES - OTHER	42,473	57,649	-
14.81.61701	UTILITIES - ELECTRICITY	1,436	2,283	-
Expense Total:		699,966	442,407	692,158
Fund: 14 - GRANTS FUND ENDING BALANCE		127,552	111,266	136,413



TOWN OF SAN ANSELMO 2023-2024 MEASURE J AND CAPITAL FUNDS SUMMARY

Account Number	Description	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 Budget
Fund: 15 - SALES TAX MEASURE J				
Beginning Balance		-	600,294	1,273,116
Revenue				
15.00.41003	MEASURE J SALES TAX	615,423	2,522,332	2,568,266
15.00.44004	USE OF PROPERTY AND MONEY	653	13,271	
Revenue Total:		616,076	2,535,603	2,568,266
15.41.60000	REGULAR SALARIES	-	142,769	184,553
15.41.60020	OVERTIME	-	52	-
15.41.60100	RETIREMENT	-	13,093	17,404
15.41.60200	BENEFITS	-	21,703	27,288
15.41.60203	CASH BACK	-	767	1,643
15.41.60215	CAR ALLOWANCE	-	1,584	1,440
15.41.60220	PAYROLL TAXES	-	10,165	13,600
15.41.62906	SUPPLIES-OTHER	-	-	-
15.41.63100	CAPITAL OUTLAY - CONSTRUCTION	-	16,415	211,500
15.41.63101	CAPITAL OUTLAY - PAVING DESIGN	51	-	-
15.41.63103	CAPITAL OUTLAY - DRAINAGE CONSTRUCTION	-	-	-
15.41.63107	CAPITAL OUTLAY - PAVING CONSTRUCTION	-	311,801	400,000
15.41.63108	CAPITAL OUTLAY - DESIGN	-	168,277	200,000
15.41.63109	UNPROGRAMMED RESURFACING	-	44,127	25,000
15.41.63113	UNPROGRAMMED DRAINAGE	-	181,176	100,000
15.41.63114	PROJECT MANAGEMENT	-	-	-
15.41.63117	CONSUTRCTION - BUILDING IMPROVEMENT	-	-	865,000
15.41.63119	CAPITAL OUTLAY - BRIDGE DESIGN	15,680	5,120	88,000
15.41.63122	BIKE AND PEDESTRIAL CONSTRUCTION IMPR	-	45,390	390,000
15.41.63123	CAPITAL OUTLAY - SIGNALS	-	4,950	-
15.41.63151	ARTERIAL MEDIAN WORK	-	-	-
15.41.63200	SLURRY RESURFACING CONST ENG	-	487,020	200,000
15.81.61150	OUTSIDE SERVICES - OTHER	-	10,140	-
15.81.63100	CONSTRUCTION	51	209,219	175,000
15.90.63100	CONSTRUCTION	-	189,016	353,357
Expense Total:		15,782	1,862,782	3,253,785
Fund: 15 - SALES TAX MEASURE J ENDING BALANCE		600,294	1,273,116	587,597
Fund: 19 - ROAD MAINTENANCE FUND				
Beginning Balance		175,185	257,374	435,560



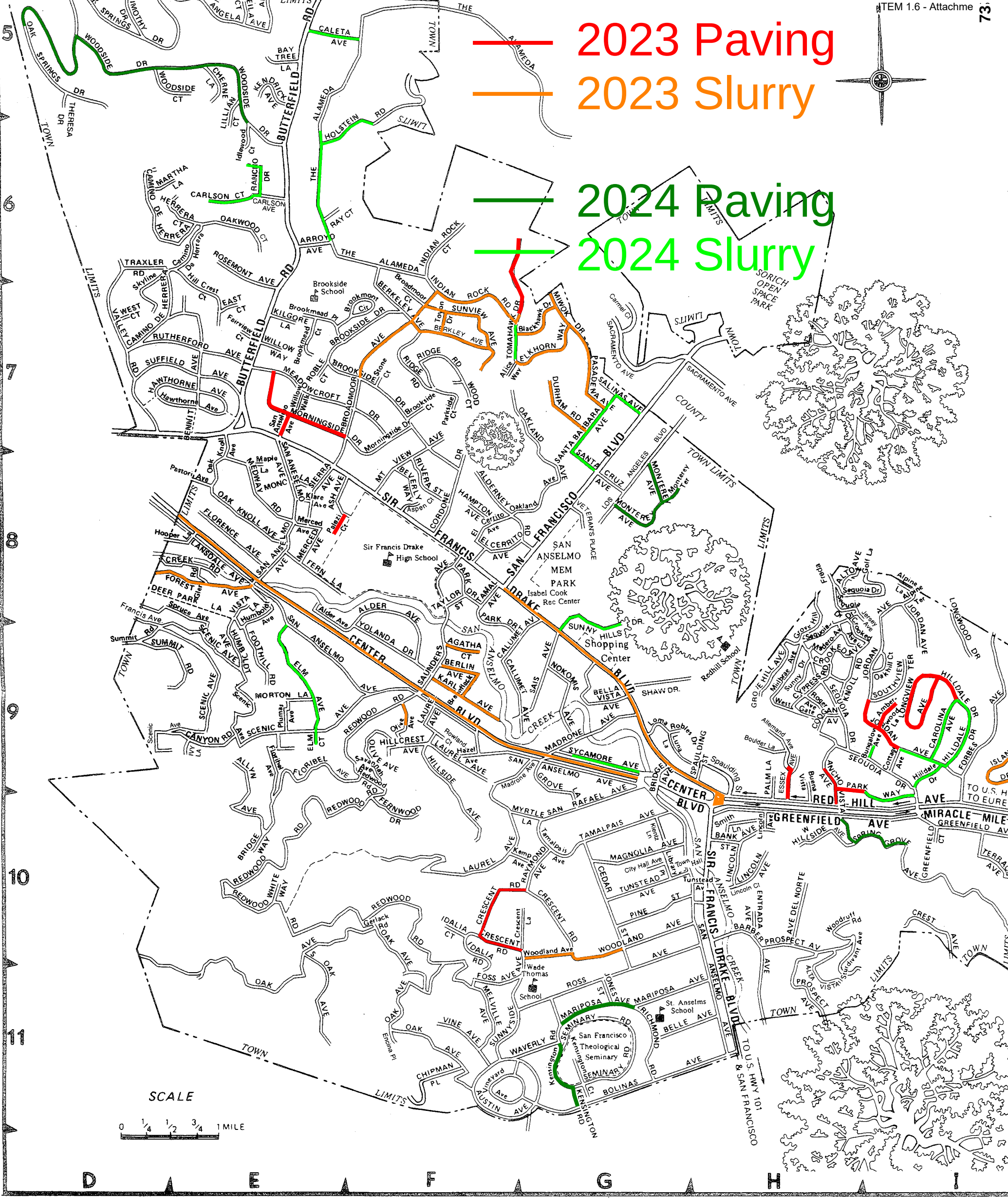
TOWN OF SAN ANSELMO 2023-2024 MEASURE J AND CAPITAL FUNDS SUMMARY

Account Number	Description	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 Budget
Revenue				
19.00.44001	INTEREST	2,875	3,920	20,000
19.00.44004	INVESTMENT INCOME		7,263	-
19.00.48001	RD IMPROVE: BALDHILL-REDWOOD	-	-	-
19.00.48004	ROAD IMPACT FEE: CONSTRUCT	520,350	389,256	375,000
19.00.48005	ROAD IMPACT FEE: GARB TRUCKS	84,000	84,000	84,000
19.00.49012	OTHER MISC REVENUE	83,623	15,000	-
19.00.49025	REIMBURSEMENT		-	-
19.00.51999	TRANSFERS IN	732,112	773,208	780,893
Revenue Total:		1,422,960	1,272,646	1,259,893
19.41.60000	REGULAR SALARIES	121,480	182,530	224,638
19.41.60020	OVERTIME	97	52	-
19.41.60024	LEAVE BUYOUT		-	-
19.41.60100	RETIREMENT	11,394	17,251	21,397
19.41.60200	BENEFITS	13,291	17,267	64,255
19.41.60203	CASH BACK	1,643	3,783	1,643
19.41.60215	CAR ALLOWANCE	600	600	600
19.41.60220	PAYROLL TAXES	9,293	14,018	17,654
19.41.61101	OUTSIDE SERVICES-PROF FEES	27,531	13,645	-
19.41.61150	OUTSIDE SERVICES-OTHER	-	-	-
19.41.63100	CAPITAL OUTLAY - CONSTRUCTION	781,896	309,583	-
19.41.63107	CAPITAL OUTLAY - PAVING CONSTRUCTION	-	192,954	911,110
19.41.63108	CAPITAL OUTLAY - DESIGN	-	-	-
19.41.63109	UNPROGRAMMED RESURFACING	362,546	227,949	150,000
19.41.63113	UNPROGRAMMED DRAINAGE	11,000	114,510	50,000
19.41.63123	CAPITAL OUTLAY - SIGNALS	-	-	20,000
19.41.63200	SLURRY RESURFACING	-	317	-
19.41.63204	BALDHILL IMPROVEMENT	-	-	-
19.42.63124	SEMINARY DRAINAGE	-	-	-
Expense Total:		1,340,771	1,094,460	1,461,296
Fund: 19 - ROAD MAINTENANCE FUND ENDING BALANCE		257,374	435,560	234,157



TOWN OF SAN ANSELMO 2023-2024 MEASURE J AND CAPITAL FUNDS SUMMARY

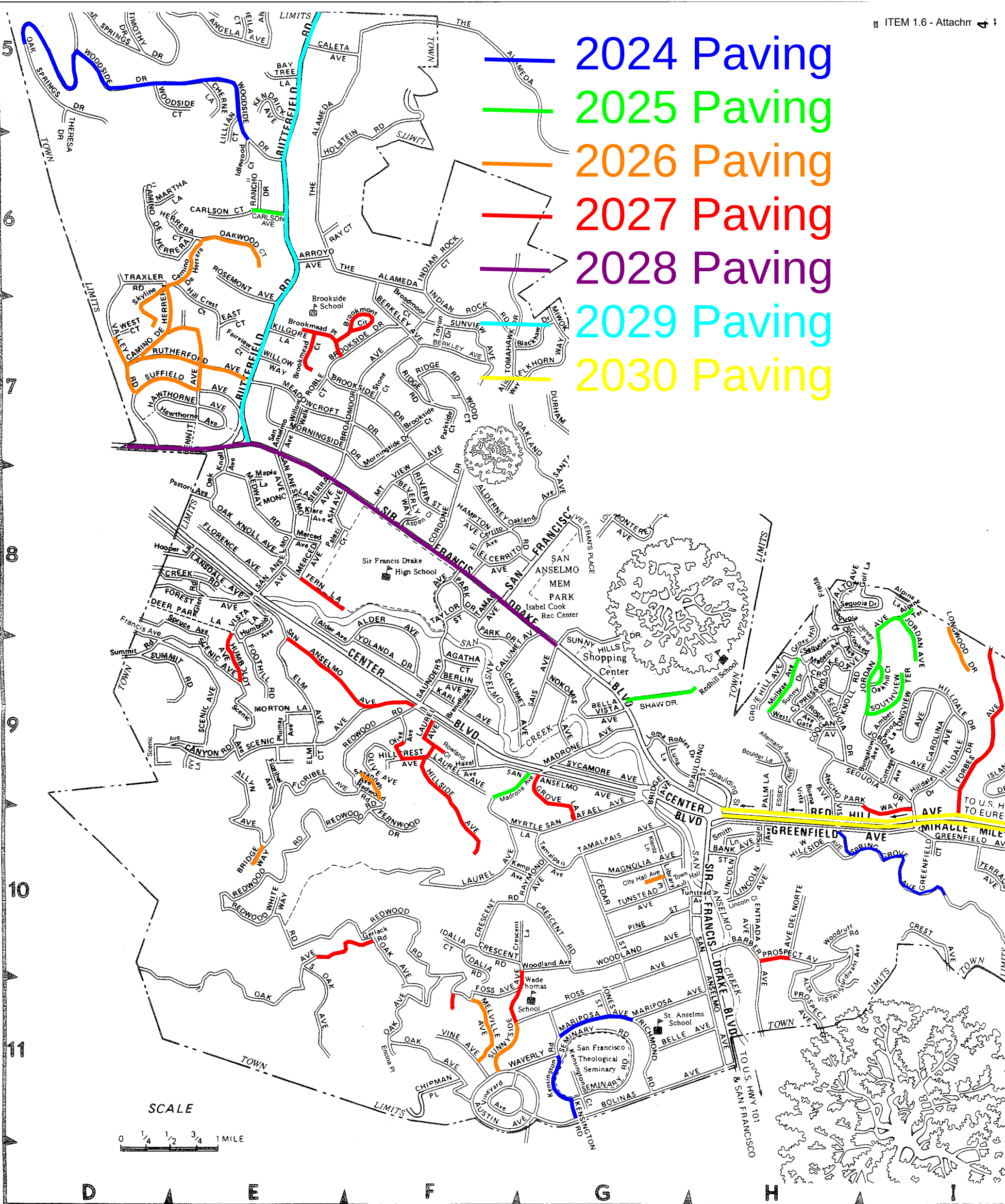
Account Number	Description	2022-2023 Total Activity	2023-2024 Total Activity	2024-2025 Budget
Fund: 10 - CAPITAL RECONSTRUCTION				
Beginning Balance		59,004	10,409	365
Revenue				
10.00.44004	INVESTMENT INCOME	338	233	-
10.00.49012	OTHER MISC REVENUE	2,522	-	-
10.00.49017	SNACK SHACK REVENUE	-	-	-
10.32.49025	RVFD REIMBURSEMENT	-	-	-
10.00.51999	TRANSFERS IN	-	-	-
Revenue Total:		2,860	233	-
Expense				
10.32.61502	REPAIRS	-	-	-
10.32.61505	BLDG. MAINT-HEAT/AIR	-	-	-
10.32.61506	BLDG. MAINT-OTHER	-	-	-
10.32.63100	CAPITAL OUTLAY - FIRE DEPARTMENT	-	-	-
10.41.62906	SUPPLIES-OTHER	-	-	-
10.41.63117	CONSTRUCTION - BUILDING IMPROVEMENTS	-	10,277	-
10.42.61505	BLDG. MAINT-HEAT/AIR	-	-	-
10.42.62906	SUPPLIES-OTHER	-	-	-
10.42.63100	CAPITAL OUTLAY - CONSTRUCTION	51,455	-	-
10.81.63100	CONSTRUCTION - REDHILL TRAIL	-	-	-
10.81.63200	CONSTRUCTION - MEMORIAL TRAIL	-	-	-
10.82.61150	OUTSIDE SERVICES - SNACK SHACK	-	-	-
10.82.62906	SUPPLIES-SNACK SHACK	-	-	-
Expense Total:		51,455	10,277	-
Fund: 10 - CAPITAL RECONSTRUCTION ENDING BALANCE		10,409	365	365



The Town of San Anselmo

STREET GUIDE

Agatha Ct	F-9	Bridge Ave	G-9	Deer Park La	D-8	Hampton Ave	F-8	Lansdale Ave	E-8	Oa
Alder Ave	F-8	Bridge Way	E-10	Durham Rd	G-7	Hawthorne Ave	D-7	Laurel Ave	F-9	Oa
Alderney Rd	F-8	Broadmoor Ave	F-7			Hazel Ave	F-9	Library Pl	G-10	Oa
Alice Way	F-7	Broadmoor Ct	F-7			Herrera Ct	D-6	Lillian Ct	E-6	Oa
Allemand Ave	H-9	Brookmead Ct	E-7	East Ct	E-7	Hillcrest Ave	F-8	Lincoln Ave	H-10	Oa
Allyn Ave	E-9	Brookmead Pl	E-7	East La	H-8	Hillcrest Ct	E-6	Lincoln Ct	H-10	Oal
Alpine La	I-8	Brookmont Cir	F-7	El Cerrito Ave	G-7	Hilldale Dr	I-9	Loma Robles Dr	G-9	Oal
Alpine Ter	I-8	Brookside Ct	F-7	Elkhorn Way	E-9	Hillside Ave	F-9	Longview Ave	I-9	Oal
Alta Vista	H-11	Brookside Dr	E-7	Elm Ave	E-9	Hoag Ave	E-9	Longwood Dr	I-8	Oil
Alto Ave	H-8	Buena Vista	H-9	Elm Ct	E-9	Holstein Rd	E-6	Los Angeles Blvd	G-8	
Amberwood La	I-9	Bungalow Ave	I-9	Encina Pl	F-11	Hooper La	D-8	Luna La	G-9	
Ancho Vista Ave	H-9	Butterfield Rd	E-6	Entrada Ave	H-10	Humboldt Ave	E-9			
Angela Ave	E-5			Essex Ave	H-9					
Arroyo Ave	E-6	Caleta Ave	E-5							
Ash Ave	E-8	Calumet Ave	F-9	Fairview Ct	E-7	Idalia Ct	F-10	Madero Ave	H-9	
Aspen Ct	F-8	Camino De Herrera	D-6	Fern La	E-8	Idalia Rd	F-10	Madrone Ave	F-9	Pal
Austin Ave	F-11	Canyon Rd	E-9	Fernwood Dr	F-10	Idlewood Ct	E-6	Magnolia Ave	G-10	Par
Avenue Del Norte	H-10	Carmel Ct	G-7	Florence Ave	E-8	Indian Rock Ct	F-6	Maple La	E-8	Pas
		Carlson Ave	E-9	Floribel Ave	E-9	Indian Rock Rd	F-7	Mariposa Ave	G-11	Pas
		Carlson Ct	E-6	Floribel Ave	E-9	Island Dr	I-9	Martha La	D-6	Pin
		Carolina Ave	I-9	Foothill Rd	E-9	Ivy La	E-9	Meadowcroft Dr	E-7	Plu
		Cedar St	G-10	Forbes Ave	I-9			Medway Rd	E-8	Pro
		Center Blvd	F,G-9	Forest Ave	E-8			Melville Ave	F-11	
		Cherne La	E-5	Foss Ave	F-11	Jersey Ave	I-8	Merced Ave	E-8	
		Chipman Pl	F-11	Francis Ave	D-8	Jones St	G-11	Milbrae Ave	H-9	Rai
		City Hall Ave	G-10	Freda	H-8	Jordan Ave	I-8	Miracle Mile	I-10	Ray
		Coogan Ave	H-9					Miwok Dr	G-7	Ray
		Cordone Dr	F-8	Garlack Rd	F-10			Mono La	E-8	Rec
		Cottage Ave	I-9	Glen Rd	E-8	Karl Ave	F-9	Monterey Ave	G-8	Rec
		Creek Rd	E-8	Golf La	I-8	Kemp Ave	F-10	Monterey Ter	G-8	Ric
		Crescent La	F-10	Greenfield Ave	H,G-10	Kendrick Ave	E-5	Morningside Dr	E-7	Rid
		Crescent Rd	I-10	Grove Hill Ave	H-9	Kensington Ct	G-11	Morton La	E-9	Riv
		Crest Ave	I-10			Kensington Rd	G-11	Mountain View Ave	F-8	Rot
		Crooked Ave	H-9			Kientz La	G-10	Myrtle La	F-10	Rot
						Kilgore La	E-7			
						Klare Ave	E-8			



The Town of San Anselmo

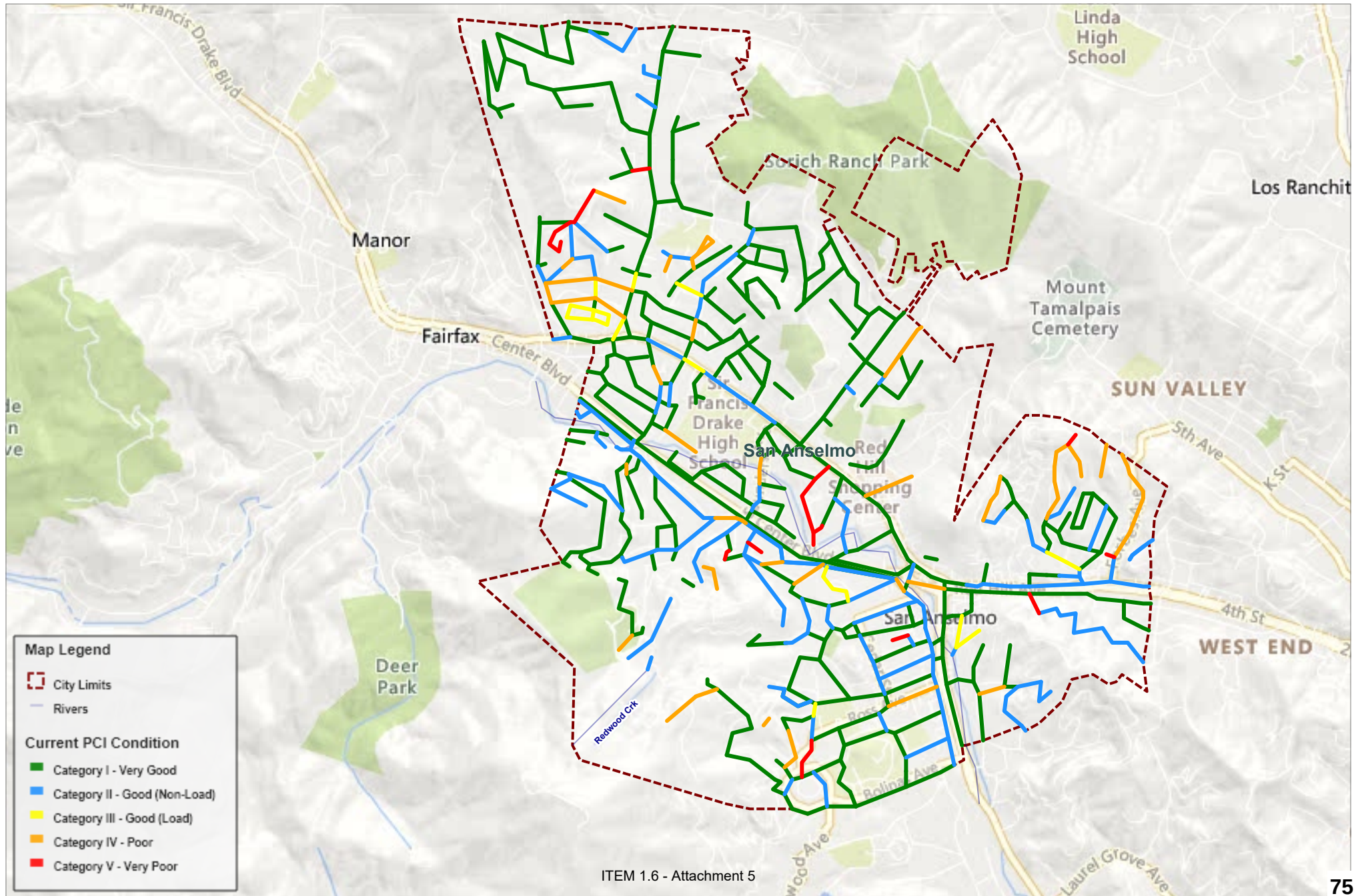
STREET GUIDE

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Alder Ave	F-8	Bridge Way	E-10	Durham Rd	G-7	Hawthorne Ave	D-7	Laurel Ave	F-9	Oakwood Dr	Oa
Alderney Rd	F-8	Broadmoor Ave	F-7			Hazel Ave	F-9	Library Pl	G-10	Par	Par
Alice Way	F-7	Broadmoor Ct	F-7			Herrera Ct	D-6	Lillian Ct	E-6	Oak	Oa
Allemand Ave	H-9	Brookmead Ct	E-7	East Ct	E-7	Hillcrest Ave	F-8	Lincoln Ave	H-10	Oak	Oa
Allyn Ave	E-9	Brookmead Pl	E-7	East La	H-8	Hillcrest Ct	E-6	Lincoln Ct	H-10	Oak	Oa
Alpine La	I-8	Brookmont Cir	F-7	El Cerrito Ave	G-7	Hilldale Dr	I-9	Loma Robles Dr	G-9	Oak	Oa
Alpine Ter	I-8	Brookside Ct	F-7	Elkhorn Way	E-9	Hillside Ave	F-9	Longview Ave	I-9	Oak	Oa
Alta Vista	H-11	Brookside Dr	E-7	Elm Ave	E-9	Hoag Ave	E-9	Longwood Dr	I-8	Oil	Oil
Alto Ave	H-8	Buena Vista	H-9	Elm Ct	E-9	Holstein Rd	E-6	Los Angeles Blvd	G-8		
Amberwood La	I-9	Bungalow Ave	I-9	Encina Pl	F-11	Hooper La	D-8	Luna La	G-9		
Ancho Vista Ave	H-9	Butterfield Rd	E-6	Entrada Ave	H-10	Humboldt Ave	E-9				
Angela Ave	E-5			Essex Ave	H-9						
Arroyo Ave	E-6	Caleta Ave	E-5								
Ash Ave	E-8	Calumet Ave	F-9	Fairview Ct	E-7	Idalia Ct	F-10	Madero Ave	H-9		
Aspen Ct	F-8	Camino De Herrera	D-6	Fern La	E-8	Idalia Rd	F-10	Madrone Ave	F-9	Par	Par
Austin Ave	F-11	Canyon Rd	E-9	Fernwood Dr	F-10	Idlewood Ct	E-6	Magnolia Ave	G-10	Par	Par
Avenue Del Norte	H-10	Carmel Ct	G-7	Florence Ave	E-8	Indian Rock Ct	F-6	Maple La	E-8	Pas	Pas
		Carlson Ave	E-9	Floribel Ave	E-9	Indian Rock Rd	F-7	Mariposa Ave	G-11	Pas	Pas
		Carlson Ct	E-6	Floribel Ave	E-9	Island Dr	I-9	Martha La	D-6	Plu	Plu
		Carolina Ave	I-9	Foothill Rd	E-9	Ivy La	E-9	Medowcroft Dr	E-7	Pro	Pro
		Cedar St	G-10	Forbes Ave	I-9			Medway Rd	E-8		
		Center Blvd	F,G-9	Forest Ave	E-8			Melville Ave	F-11		
		Cherne La	E-5	Foss Ave	F-11	Jersey Ave	I-8	Merced Ave	E-8		
		Chipman Pl	F-11	Francis Ave	D-8	Jones St	G-11	Milbrae Ave	H-9	Rai	Rai
		City Hall Ave	G-10	Freda	H-8	Jordan Ave	I-8	Miracle Mile	I-10	Ray	Ray
		Coogan Ave	H-9					Miwok Dr	G-7	Ray	Ray
		Cordone Dr	F-8	Garlack Rd	F-10	Karl Ave	F-9	Mono La	E-8	Ret	Ret
		Cottage Ave	I-9	Glen Rd	E-8	Kemp Ave	F-10	Monterey Ave	G-8	Ric	Ric
		Creek Rd	E-8	Golf La	I-8	Kendrick Ave	E-5	Monterey Ter	G-8	Rid	Rid
		Crescent La	F-10	Greenfield Ave	H,G-10	Kensington Ct	G-11	Morningside Dr	E-7	Riv	Riv
		Crescent Rd	I-10	Grove La	G-9	Kensington Rd	G-11	Morton La	E-9	Rot	Rot
		Crest Ave	H-9	Grove Hill Ave	H-9	Kientz La	G-10	Mountain View Ave	F-8	Rot	Rot
		Crooked Ave				Kilgore La	E-7	Myrtle La	F-10	Rot	Rot
						Klare Ave	E-8				



Current PCI Condition

Printed: 10/1/2024





STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.7

MEETING DATE: 11/12/24

AGENDA TITLE: Consideration of Special Event Application –
Community Hanukkah Celebration and Menorah
Lighting Ceremony 2024

FROM: Mattie O’Grady – Interim Community Services
Director

RECOMMENDATION: That Council approve the San Anselmo Chamber of Commerce’s application for the Community Hanukkah Celebration and Menorah Lighting Ceremony event scheduled for Sunday, December 29th, 2023, from 3:30 – 6:00 pm.

That Council approve closing San Anselmo Avenue between Tunstead Avenue and Magnolia on Sunday, December 19th, 2024, beginning with closing the street to incoming traffic at 3:00pm and closing San Anselmo to all vehicles from 3:30pm-6:30pm.

That Council approve installing a large Menorah in front of Town Hall from Thursday, December 19th, 2024 until Friday, January 3rd, 2025 when it is disassembled.

BACKGROUND

This family-oriented event is sponsored by the San Anselmo Chamber of Commerce in partnership with Chabad of West Marin.

This is a two-part event that includes both a multi-day Menorah lighting and one-day celebration filled with crafts, food, music, and games. The Chamber is expecting around 200 people in attendance.

The Chamber is proposing that the Menorah be assembled on either December 19th, 20th, or 23rd, depending on staff schedules. That way it will be ready to be lit on Wednesday, December 25th in conjunction with the start of Hanukkah. One additional light will be lit the following seven evenings until the eighth and final evening of January 2nd. On the fifth evening of December 29th, the celebratory event and ceremonial lighting of the 5th light will take place from 3:30-6:00pm. At the event there will be activities, food, and a ceremony for lighting the Menorah. The Chamber is requesting

the closure of San Anselmo Avenue on December 29th from Tunstead to Magnolia from 3:00-6:30pm (with a hard closure beginning at 3:30pm). The Menorah will be disassembled and removed on either January 2nd or January 3rd depending on staff schedules.

DISCUSSION/ANALYSIS

The Menorah measures 9' tall by 7.5' wide and will be secured by 2-4 sandbags which total will be between 100-200 lbs. Assembly will be completed by Chabad of West Marin with oversight from town staff and will be located on the decomposed granite area in front of Town Hall (due to proximity to electrical). The Menorah is equipped with a dual fire/incandescent system which means it can accommodate both fire and lightbulbs. The lighting of the fire will only occur in a supervised and ceremonial manner on both the first night of Hanukkah on December 25th and then again on December 29th. After the flames are lit they will be turned off and replaced with incandescent lightbulbs.

Central Marin Police Department will assist with the closure and clearing cars from the Avenue. Due to staffing issues an officer will not be present for the duration of the event. The Chamber may elect to hire additional private security should they feel a need to do so.

The Town will provide event infrastructure such as tables, chairs, barricades and road closure signage. Town staff will also coordinate janitorial services and street closure attendants.

In the event of inclement weather, the Chamber may have to provide outdoor tents for coverage.

The attached application provides details of the event with comments and conditions from Town staff.

FISCAL IMPACT

The fiscal impact to the town for providing street closure attendants and a janitorial team is \$235.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The proposed project is exempt from the California Environmental Quality Act (CEQA), under the "common sense" exemption, because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. (Cal. Code Regs. tit. 14, § 15061).

Attachment 1 – Event Application



TOWN OF SAN ANSELMO
1000 Sir Francis Drake Blvd, Suite # 14
San Anselmo, CA 94960
415-258-4640

APPLICATION FOR COMMUNITY-BASED EVENTS

Please complete this application if you wish to conduct a community-based event (non-commercial) in San Anselmo on public property for more than 50 people or involving the closure of a downtown street for more than fifteen minutes. The application will be reviewed by staff and forwarded to the Town Council for approval.

EVENT INFORMATION

Name of event: San Anselmo Community Hanukkah Celebration

Organization(s) presenting the event: San Anselmo Chamber of Commerce

Other event sponsor(s), if any: Chabad of W. Marin

Contact Person: Laurie Berliner

Phone Number: 415-717-9624

Address: 506 SA Ave, San Anselmo

Email: madgeandmehats@gmail.com

Event Date(s): Sun. Dec. 29, 2024

Start and end times: 3pm-6pm

Number of attendees (estimate): 100

Location: Town Hall Lawn and DG area in front of police station

Will alcohol be served or sold?

Yes ☐ No ☒

Brief Event Description:

This is an all ages event for the community to gather to light a menorah. The menorah will be installed on the DG area in front of the police station on Monday, December 23 at a time convenient to town staff and Rabbi Berkowitz of Chabad of W. Marin. The menorah is on a timer and automatically lights on the first night of Hanukkah (Dec. 25) and for the 8 days of the holiday. The December 29 event will include music, arts and crafts for children, holiday food, and a brief presentation and explanation of the holiday. Chabad of W. Marin will facilitate the event assisted by Chamber board members, town staff and officials.

Public space requested:

☐ Creek Park	☐ Creek Park Parking Lot
☐ Pine Street Parking Lot	☐ Magnolia Parking Lot
☐ Town Hall Lawn	☐ Council Chamber
☐ Imagination Park	☐ Memorial Park
☐ Other: _____	

☐	San Anselmo Avenue: from (cross streets) <u>Tunstead</u> to <u>Magnolia</u>
☐	Tunstead Avenue: from (cross streets) _____ to _____
☐	Other street(s): from (cross streets) _____ to _____
☐	Other space use (e.g. parking spaces) _____
☐	Other Facilities: _____

Additional Comments on the Public Space Requested:

A 1-block street closure is requested due to the large number of children expected to attend and to promote safe play and enjoyment for all. Due to on-going security concerns based on the conflict in the Middle East and local antisemitic incidents, a police presence is requested. A fire truck parked in the closed street, as occurred last year, is a welcome security measure. A 1-block street closure is requested due to the large number of children expected to attend and promote safe play and enjoyment for all. Due to on-going security concerns based on the conflict in the Middle East and local antisemitic incidents, police presence is requested.

To be qualified for consideration, applicants must fall into one of the following categories:

- ❖ Town-Sponsored Events
- ❖ Ross Valley* accredited or licensed schools (pre-kindergarten through 12th grade, (both public and private schools)
- ❖ Ross Valley* Youth Organized Sporting of Cultural Events
- ❖ Organizations located in the Ross Valley* which have received tax-exempt status pursuant to Internal Revenue Service Code Section 501c(3)
- ❖ Merchant associations located in incorporated San Anselmo and established as of 2006

*Ross Valley is defined as incorporated and unincorporated areas of San Anselmo, Fairfax, and Ross

Standards & Objectives

The Town Council, with input from downtown merchants, property owners, and local residents, has adopted the following criteria they will consider when reviewing applications for the closure of roadways or other public space in the downtown area.

Does the event:

- ✓ Attract local residents
- ✓ Attract people throughout the Bay Area
- ✓ Attract families
- ✓ Generate interest for people to return and spend money in local businesses
- ✓ Create a positive impact for real estate stimulation
- ✓ Provide a overall positive impact on business
- ✓ Provide an opportunity for downtown merchants to participate in the event
- ✓ Provide access to neighborhood streets during the event
- ✓ Avoid conflicting with a retail holiday
- ✓ Assure public safety
- ✓ Provide adequate parking
- ✓ Benefit the Town
- ✓ Provide access for persons with disabilities
- ✓ Provide for clean-up by event organizers
- ✓ Provide emergency vehicle access
- ✓ Assure that any booths or other structures are designed and placed so that storefronts have access and visibility
- ✓ Allow local businesses to exhibit merchandise on the sidewalk area in front of their stores, without charge, while maintaining wheelchair access

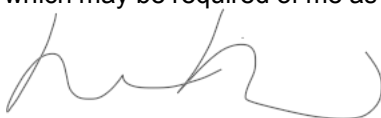
CONDITIONS OF APPROVAL

The following conditions apply to downtown events, unless waived or modified by the Town. Other conditions, as set by the Town Council and staff, may apply to particular events for public safety or other objectives of the Town.

- A. **Police:** Off-duty police officers may be required for the event, as determined by the Police Chief, depending on the number of people attending and the nature of the event. Off-duty police officers are required during events where alcohol is served or sold.
- B. **Emergency access:** An emergency access lane of at least 14 feet wide must be maintained at all times.
- C. **Insurance:** Proof of general liability insurance, naming the Town, its employees, and agents as additional insured, at limits no less than \$1,000,000.
- D. **Recycling and garbage:** Extra containers for recycling cans and bottles, and garbage cans must be placed throughout the area of the event. Containers and cans are to be emptied when full during the event, and picked up after the event.
- E. **Compostable/Disposable Foodware:** In accordance with the Town of San Anselmo's Ordinance 1136 all food vendors will provide takeout food in reusable foodware or compostable disposable foodware, or items composed entirely of aluminum. If a compostable disposable foodware item is not available, an alternative foodware item made of other materials, except polystyrene foam and polystyrene food ware, may be substituted.
- F. **Toilet facilities:** Events estimated to attract more than 100 people and lasting more than two hours must provide portable toilets, in the number and location as approved by the Parks superintendent, unless alternate arrangements for toilet facilities are otherwise required or arranged to the approval of the Parks Superintendent. Toilet facilities must be provided for disabled persons at each location where portable facilities are provided. Hand washing facilities must be provided where food is served.
- G. **Traffic control:** A traffic and parking control plan, including enforcement measures, must be approved by the Police Chief.
- H. **Noticing:** Events that include closure of the street will require advance written notice to businesses and residents on the street(s) that will be closed. These notices must be distributed a minimum of five days prior to the Town Council meeting date that the event application will be considered.
- I. **Sales tax:** Persons or businesses selling items as part of the event shall designate San Anselmo as the point of sale for sales tax purposes.
- J. **Alcoholic beverages:** A permit is required from the Police Chief and the State Department of Alcohol Beverage Control in order to serve or sell alcoholic beverages. Off-duty police officers are required if alcohol is served or sold.
- K. **Fire inspection:** A fire inspection is required of any and all appliances or devices that produce an open or enclosed flame and/or hot materials, including food.
- L. **Creek Park:** No more than three booths are allowed inside the turf areas of the park.
- M. **Signs and barricades:** Any "No parking signs" that are needed are to be provided by the event organizers, and posted according to the traffic control plan prior to the event. Barricades, detour signs, and other traffic control devices are to be provided by the event organizers.
- N. **Parking:** Temporary accessible parking must be provided if a street closure or other event condition renders permanent accessible parking unusable.
- O. **Cables:** Cables must be covered so as not to create a tripping hazard. When cable covers are used, they must not create a tripping hazard and must be navigable by wheelchair. The path of travel must be no more than 1:12.

On behalf of the organization applying for the permit to conduct the event, I have read and agree to follow the standards for events, as stated in this application, and have read and agree to follow the permit conditions as stated in this application and those which may be required of me as conditions of approval.

Name:



Date: October 15, 2024

NAME OF EVENT: Menorah Lighting

DATE OF EVENT: December 29, 2024

DEPARTMENT	COMMENTS/CONDITIONS	APPROVED BY
POLICE	Will provide CSO to assist with street closure and clear cars from the Avenue.	M. Norton
FIRE		D. Mahoney
RECREATION	Applicant must deliver notices to merchants affected by the street closure (and include notification of live music) Applicant must abide by Ordinance 1136 stating that all food vendors must provide items in reusable foodware or compostable disposable foodware. Applicant must sign an agreement for the temporary display.	M. O'Grady
PUBLIC WORKS	Installation and removal depend on staff schedules. Requires compliance with all ADA regulations, including providing ADA-approved cord covers on all cords located on public right of way.	S. Condry & J. Healy
ADMINISTRATION		D. Donery
TOWN COUNCIL		



STAFF REPORT8

TOWN OF SAN ANSELMO

Item #:1.8

MEETING DATE: 11/12/24

AGENDA TITLE: Consideration of Special Event Application – Teen Battle of The Bands 2025

FROM: Mattie O’Grady – Interim Director of Community Services

RECOMMENDATION: That Council approve the San Anselmo Art Commission’s application for Teen Battle of the Bands scheduled for Saturday, April 26th in Creek Park from 4:00-7:00pm.

BACKGROUND

The San Anselmo Arts Commission in partnership with the Town of San Anselmo would like to host their second Annual Teen Battle of the Bands Competition for high school age musicians. A competition for high school rock bands only, with the goal of inspiring young musicians and giving teens an opportunity to perform for the community. This idea was conceived last year by one of the Town’s Youth Commissioners, Julia Wise, who is a junior at Archie Williams High School and an active musician.

This event was held for the first time in spring 2024 and was a resounding success with over 300-400 people in attendance.

DISCUSSION/ANALYSIS

Each band will have the opportunity to play a short set of 3 songs and compete to win prize money and the reigning title as the 2025 Battle of the Bands Champion. The bands will be judged by a panel of judges and the champion will be awarded \$1,000 and a chance to play at *Live on the Avenue* 2025. The runner-up will win \$500. Cash prizes are awarded by the San Anselmo Arts Commission.

All members of the band must currently be in grades 9-12 and enrolled in a high school curriculum: public, private, charter, or homeschool within a 5-mile radius of San Anselmo.

The park will not require fencing as this is a non-ticketed event free to the community, and there will be no street closure in conjunction with this event. Saturday, May 3rd has been selected as a back-up date if the event must be cancelled due to weather.

The attached application provides details of the event with comments and conditions from Town staff.

FISCAL IMPACT

The Arts Commission has voted to spend \$2,000 on this event. The Town is contributing an additional \$1,000 to help out with production costs that include a sound engineer, back-line, and other supplies.

GENERAL PLAN CONSISTENCY

N/A

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The proposed project is exempt from the California Environmental Quality Act (CEQA), under the “common sense” exemption, because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. (Cal. Code Regs. tit. 14, § 15061).

ATTACHMENTS

Attachment 1- Event Application



TOWN OF SAN ANSELMO
1000 Sir Francis Drake Blvd, Suite # 14
San Anselmo, CA 94960
415-258-4640

APPLICATION FOR COMMUNITY-BASED EVENTS

Please complete this application if you wish to conduct a community-based event (non-commercial) in San Anselmo on public property for more than 50 people or involving the closure of a downtown street for more than fifteen minutes. The application will be reviewed by staff and forwarded to the Town Council for approval.

EVENT INFORMATION

Name of event: Teen Battle of The Bands

Organization(s) presenting the event: Recreation Department & SA Arts Commission

Other event sponsor(s), if any: TBD

Contact Person: Mattie O'Grady

Phone Number: 415-258-4670

Address: N/A

Email: mogrady@townofsananselmo.org

Event Date(s): 4/26/25 (5/3/25 back-up)

Start and end times: 4:00-7:00pm

Number of attendees (estimate): +/-300

Location: Creek Park, San Anselmo

Will alcohol be served or sold?

Yes ☐ No ☒

Brief Event Description:

The San Anselmo Recreation Department in conjunction with the San Anselmo Arts Commission would like to host their second Annual Teen Battle of the Bands Competition for high school age musicians with the goal of nurturing and engaging young musicians in the community. The Battle of Band Competition is scheduled for April 26th, 2025 at Creek Park from 4:00pm - 7:00pm. In case of rain a back up date of May 3rd has been selected. The bands will be judged by a panel of judges and the champion will be awarded \$1000 and a chance to play at Live on the Avenue 2024. The runner-up will win \$500. Cash prizes are awarded by the San Anselmo Arts Commission. The event will not require a street closure or fencing off of the park as it will be free to attend.

Public space requested:

- | | |
|--|---|
| ☒ Creek Park | ☐ Creek Park Parking Lot |
| ☐ Pine Street Parking Lot | ☐ Magnolia Parking Lot |
| ☐ Town Hall Lawn | ☐ Council Chamber |
| ☐ Imagination Park | ☐ Memorial Park |
| ☐ Other: _____ | |

☐	San Anselmo Avenue: from (cross streets) _____	to _____
☐	Tunstead Avenue: from (cross streets) _____	to _____
☐	Other street(s): from (cross streets) _____	to _____
☐	Other space use (e.g. parking spaces) _____	
☐	Other Facilities: _____	

Additional Comments on the Public Space Requested:

To be qualified for consideration, applicants must fall into one of the following categories:

- ❖ Town-Sponsored Events
- ❖ Ross Valley* accredited or licensed schools (pre-kindergarten through 12th grade, (both public and private schools))
- ❖ Ross Valley* Youth Organized Sporting of Cultural Events
- ❖ Organizations located in the Ross Valley* which have received tax-exempt status pursuant to Internal Revenue Service Code Section 501c(3)
- ❖ Merchant associations located in incorporated San Anselmo and established as of 2006

*Ross Valley is defined as incorporated and unincorporated areas of San Anselmo, Fairfax, and Ross

Standards & Objectives

The Town Council, with input from downtown merchants, property owners, and local residents, has adopted the following criteria they will consider when reviewing applications for the closure of roadways or other public space in the downtown area.

Does the event:

- ✓ Attract local residents
- ✓ Attract people throughout the Bay Area
- ✓ Attract families
- ✓ Generate interest for people to return and spend money in local businesses
- ✓ Create a positive impact for real estate stimulation
- ✓ Provide a overall positive impact on business
- ✓ Provide an opportunity for downtown merchants to participate in the event
- ✓ Provide access to neighborhood streets during the event
- ✓ Avoid conflicting with a retail holiday
- ✓ Assure public safety
- ✓ Provide adequate parking
- ✓ Benefit the Town
- ✓ Provide access for persons with disabilities
- ✓ Provide for clean-up by event organizers
- ✓ Provide emergency vehicle access
- ✓ Assure that any booths or other structures are designed and placed so that storefronts have access and visibility
- ✓ Allow local businesses to exhibit merchandise on the sidewalk area in front of their stores, without charge, while maintaining wheelchair access

CONDITIONS OF APPROVAL

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On behalf of the organization applying for the permit to conduct the event, I have read and agree to follow the standards for events, as stated in this application, and have read and agree to follow the permit conditions as stated in this application and those which may be required of me as conditions of approval.

Name: Mattie O'Grady

Date: 10/14/24

NAME OF EVENT: Teen Battle of the Bands DATE OF EVENT: 4/26/25 (back up date of 5/3/25)

DEPARTMENT	COMMENTS/CONDITIONS	APPROVED BY
POLICE		M. Norton & H. Khalili
FIRE		D. Mahoney
RECREATION		M. O'Grady
PUBLIC WORKS	Event must be ADA compliant (i.e. no blocking of sidewalks).	S. Condry & J. Healy
ADMINISTRATION		D. Donery
TOWN COUNCIL		



Town of San Anselmo

Balance Sheet
Account Summary
As Of 06/30/2024

Account	Name	Balance
Fund: 27 - LIBRARY TAX FUND		
Assets		
27.00.10100	WELLS FARGO CHECKING ACCOUNT	7,342.41
27.00.10202	MM Investment Acct	1,925.86
27.00.10211	Investments	7,560.99
27.00.10212	Sweep Account	5,880.19
27.00.12001	ACCOUNTS RECEIVABLE	3,298.91
27.00.16000	PREPAID EXPENSE	3,843.12
	Total Assets:	29,851.48
		29,851.48
Liability		
27.00.20101	AP PENDING DUE TO POOL	887.52
27.00.20299	PAYROLL PAYABLE	0.03
	Total Liability:	887.55
Equity		
27.00.30000	FUND BALANCE	-48,134.36
27.00.30105	NONSPENDABLE FUND BALANCE	7,343.12
27.00.30108	RESTRICTED FOR LIBRARY PARCEL TAX	69,127.68
	Total Beginning Equity:	28,336.44
Total Revenue		323,428.15
Total Expense		322,800.66
Revenues Over/Under Expenses		627.49
	Total Equity and Current Surplus (Deficit):	28,963.93
	Total Liabilities, Equity and Current Surplus (Deficit):	29,851.48



Town of San Anselmo

Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 06/30/2024

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 27 - LIBRARY TAX FUND						
Revenue						
SubCategory: 402 - PROPERTY TAX OTHER						
27.00.40205 LIBRARY TAX	309,111.00	309,111.00	0.00	307,741.40	-1,369.60	0.44 %
SubCategory: 402 - PROPERTY TAX OTHER Total:	309,111.00	309,111.00	0.00	307,741.40	-1,369.60	0.44 %
SubCategory: 440 - USE OF MONEY AND PROPERTY						
27.00.44004 INVESTMENT INCOME	0.00	0.00	0.00	255.57	255.57	0.00 %
27.00.44005 Net change in fair value of investm	0.00	0.00	0.00	35.46	35.46	0.00 %
SubCategory: 440 - USE OF MONEY AND PROPERTY Total:	0.00	0.00	0.00	291.03	291.03	0.00 %
SubCategory: 519 - TRANSFERS IN						
27.00.51999 TRANSFERS IN	0.00	15,000.00	0.00	15,395.72	395.72	102.64 %
SubCategory: 519 - TRANSFERS IN Total:	0.00	15,000.00	0.00	15,395.72	395.72	2.64 %
Revenue Total:	309,111.00	324,111.00	0.00	323,428.15	-682.85	0.21 %
Expense						
SubCategory: 600 - SALARIES AND WAGES						
27.71.60000 REGULAR SALARIES	130,304.00	130,304.00	0.00	129,598.55	705.45	0.54 %
27.71.60010 TEMPORARY HELP	47,500.00	47,500.00	0.00	54,016.30	-6,516.30	-13.72 %
SubCategory: 600 - SALARIES AND WAGES Total:	177,804.00	177,804.00	0.00	183,614.85	-5,810.85	-3.27 %
SubCategory: 601 - RETIREMENT						
27.71.60100 RETIREMENT	11,694.00	11,694.00	0.00	11,633.40	60.60	0.52 %
SubCategory: 601 - RETIREMENT Total:	11,694.00	11,694.00	0.00	11,633.40	60.60	0.52 %
SubCategory: 602 - EMPLOYEE BENEFITS						
27.71.60200 BENEFITS	47,177.00	47,177.00	0.00	45,287.18	1,889.82	4.01 %
27.71.60203 CASH BACK	0.00	0.00	0.00	2,238.59	-2,238.59	0.00 %
27.71.60220 PAYROLL TAXES	13,780.00	13,780.00	0.00	13,527.03	252.97	1.84 %
SubCategory: 602 - EMPLOYEE BENEFITS Total:	60,957.00	60,957.00	0.00	61,052.80	-95.80	-0.16 %
SubCategory: 611 - OUTSIDE SERVICES						
27.71.61132 OUTSIDE SVCS-PROGRAMMING	3,500.00	3,500.00	0.00	3,500.00	0.00	0.00 %
27.71.61197 AUTOMATED CATALOG AND CIRCUL	7,534.00	7,534.00	0.00	7,534.96	-0.96	-0.01 %
SubCategory: 611 - OUTSIDE SERVICES Total:	11,034.00	11,034.00	0.00	11,034.96	-0.96	-0.01 %
SubCategory: 617 - UTILITIES						
27.71.61706 CENIC NETWORK SERVICE	8,306.00	8,306.00	0.00	8,305.56	0.44	0.01 %
SubCategory: 617 - UTILITIES Total:	8,306.00	8,306.00	0.00	8,305.56	0.44	0.01 %
SubCategory: 622 - DEPARTMENT SUPPLIES						
27.71.62200 DEPARTMENTAL SUPPLIES	10,000.00	10,000.00	0.00	3,901.55	6,098.45	60.98 %
SubCategory: 622 - DEPARTMENT SUPPLIES Total:	10,000.00	10,000.00	0.00	3,901.55	6,098.45	60.98 %
SubCategory: 623 - BOOKS / MAGAZINES / VIDEOS						
27.71.62301 ADULT BOOKS	14,420.00	14,420.00	0.00	14,948.81	-528.81	-3.67 %
27.71.62302 CHILDRENS BOOKS	11,845.00	11,845.00	0.00	8,581.70	3,263.30	27.55 %
27.71.62304 AUDIO/VISUAL BOOKS	1,000.00	1,000.00	0.00	844.90	155.10	15.51 %
27.71.62305 MAGAZINES AND NEWSPAPERS	0.00	0.00	0.00	1,071.00	-1,071.00	0.00 %
27.71.62307 VIDEOS	9,500.00	9,500.00	0.00	0.00	9,500.00	100.00 %
27.71.62309 E BOOKS	20,000.00	20,000.00	0.00	17,811.13	2,188.87	10.94 %
SubCategory: 623 - BOOKS / MAGAZINES / VIDEOS Total:	56,765.00	56,765.00	0.00	43,257.54	13,507.46	23.80 %
Expense Total:	336,560.00	336,560.00	0.00	322,800.66	13,759.34	4.09 %
Fund: 27 - LIBRARY TAX FUND Surplus (Deficit):	-27,449.00	-12,449.00	0.00	627.49	13,076.49	105.04 %
Report Surplus (Deficit):	-27,449.00	-12,449.00	0.00	627.49	13,076.49	105.04 %

Group Summary

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 27 - LIBRARY TAX FUND						
Revenue						
402 - PROPERTY TAX OTHER	309,111.00	309,111.00	0.00	307,741.40	-1,369.60	0.44 %
440 - USE OF MONEY AND PROPERTY	0.00	0.00	0.00	291.03	291.03	0.00 %
519 - TRANSFERS IN	0.00	15,000.00	0.00	15,395.72	395.72	2.64 %
Revenue Total:	309,111.00	324,111.00	0.00	323,428.15	-682.85	0.21 %
Expense						
600 - SALARIES AND WAGES	177,804.00	177,804.00	0.00	183,614.85	-5,810.85	-3.27 %
601 - RETIREMENT	11,694.00	11,694.00	0.00	11,633.40	60.60	0.52 %
602 - EMPLOYEE BENEFITS	60,957.00	60,957.00	0.00	61,052.80	-95.80	-0.16 %
611 - OUTSIDE SERVICES	11,034.00	11,034.00	0.00	11,034.96	-0.96	-0.01 %
617 - UTILITIES	8,306.00	8,306.00	0.00	8,305.56	0.44	0.01 %
622 - DEPARTMENT SUPPLIES	10,000.00	10,000.00	0.00	3,901.55	6,098.45	60.98 %
623 - BOOKS / MAGAZINES / VIDEOS	56,765.00	56,765.00	0.00	43,257.54	13,507.46	23.80 %
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Report Surplus (Deficit):	-27,449.00	-12,449.00	0.00	627.49	13,076.49	105.04 %

Fund Summary

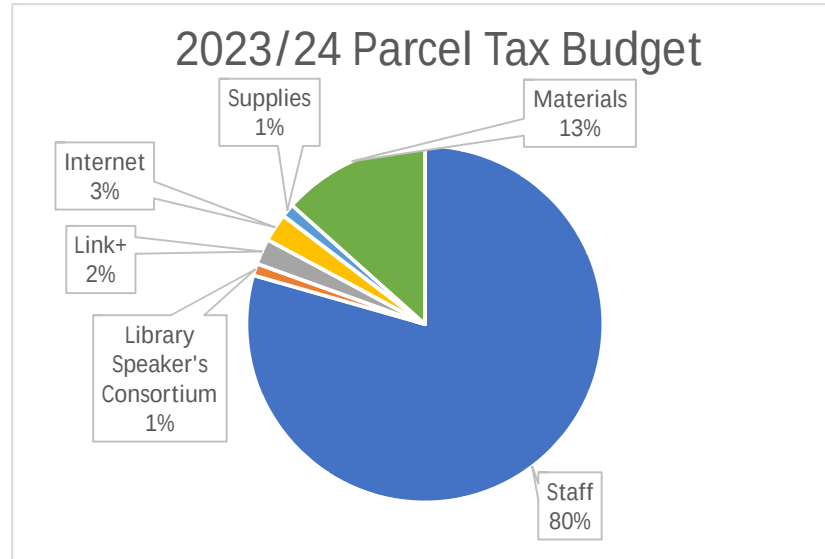
Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
27 - LIBRARY TAX FUND	-27,449.00	-12,449.00	0.00	627.49	13,076.49
Report Surplus (Deficit):	-27,449.00	-12,449.00	0.00	627.49	13,076.49

San Anselmo Public Library

Library Tax Fund Statistics Snapshot

2023/24	Amount in Dollars
Staff	256300
Library Speaker's Consortium	3500
Link+	7500
Internet	8300
Supplies	3900
Materials	43200

Total 322700

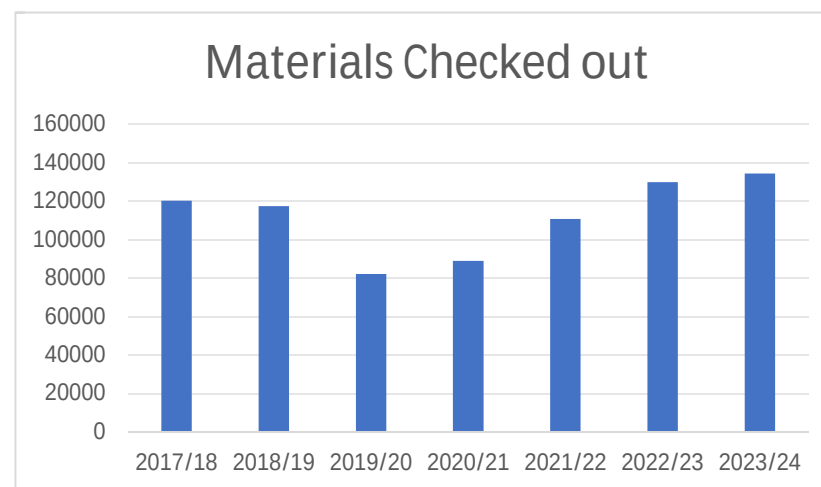
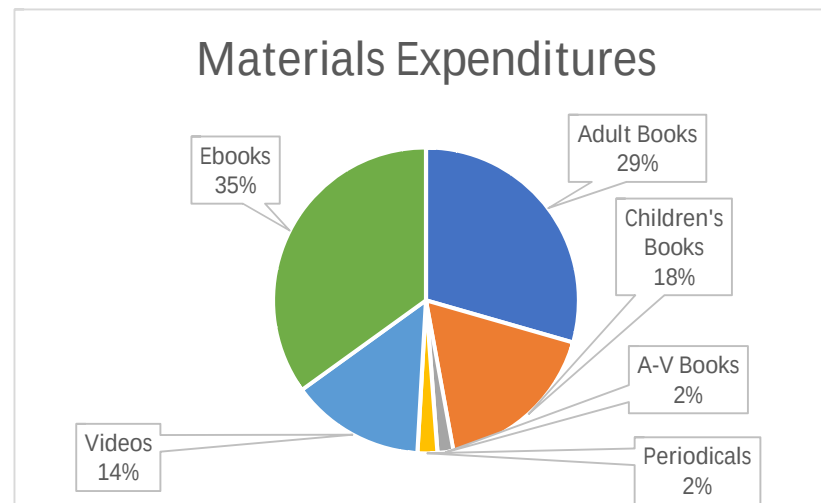


2023/24	Expenditures
Adult Books	15000
Children's Books	9000
A-V Books	850
Periodicals	1071
Videos	7200
Ebooks	17800

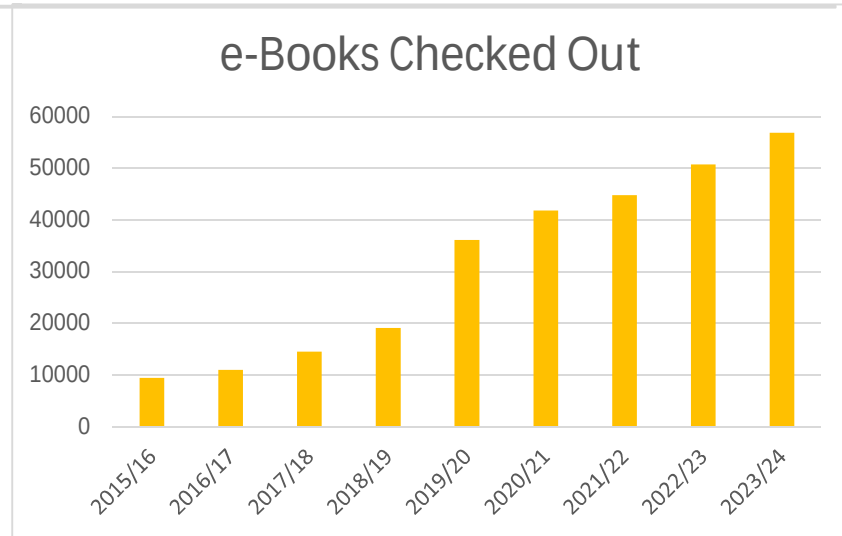
Total 50921

*Periodicals is ConsumerReports.org

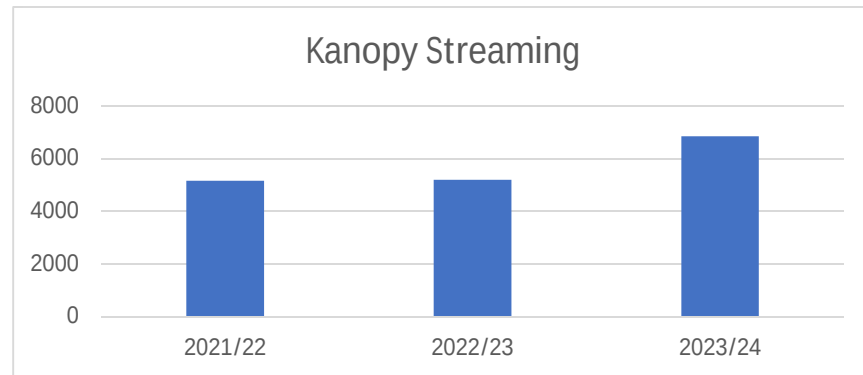
Fiscal Year	Materials Checked out
2017/18	120373
2018/19	117557
2019/20	82171
2020/21	88966
2021/22	110933
2022/23	130026
2023/24	134432



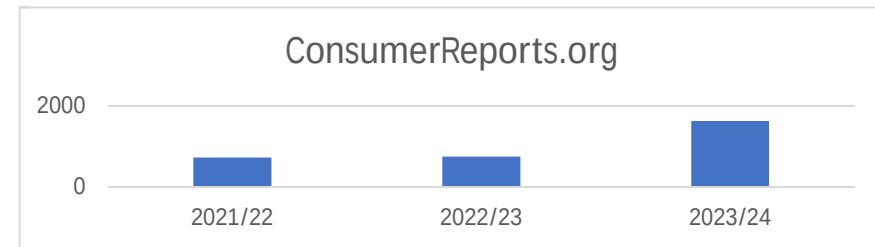
Fiscal Year	e-Books Checked Out
2015/16	9462
2016/17	11037
2017/18	14512
2018/19	19098
2019/20	36122
2020/21	41855
2021/22	44824
2022/23	50725
2023/24	56864



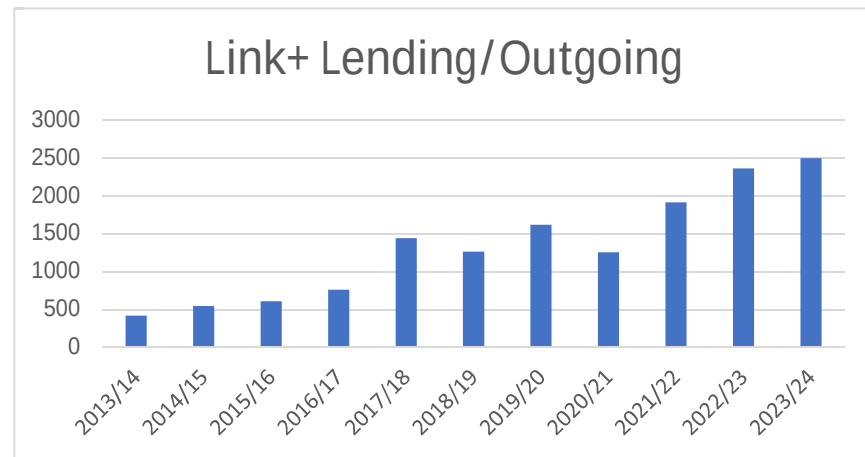
Fiscal Year	Kanopy Streaming
2021/22	5158
2022/23	5191
2023/24	6845



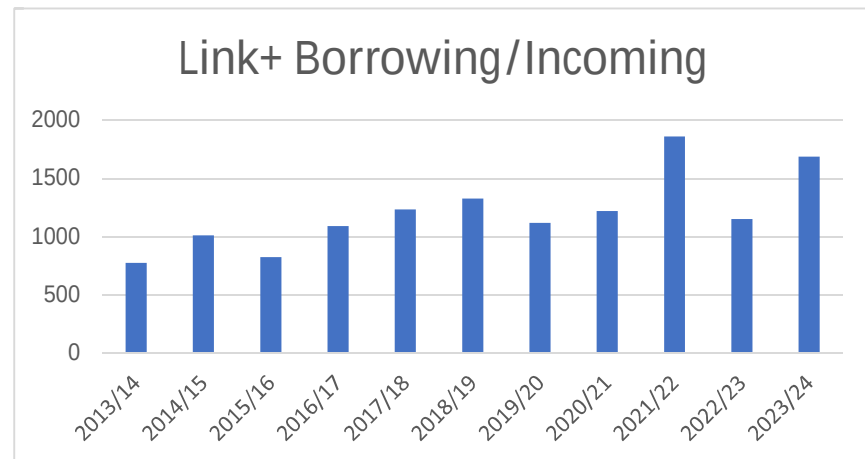
Fiscal Year	ConsumerReports.org
2021/22	733
2022/23	753
2023/24	1634



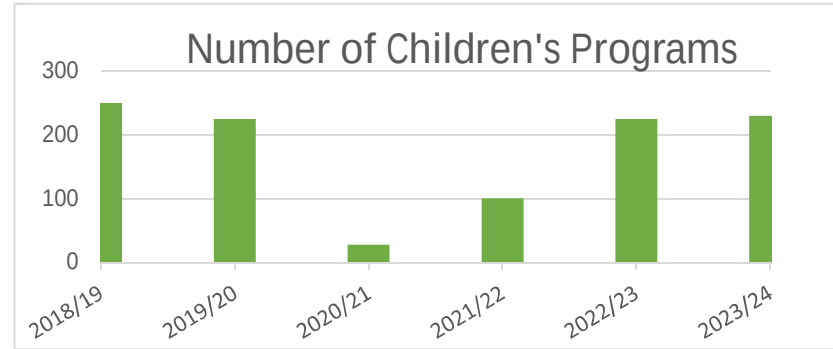
Fiscal Year	Link+ Lending/Outgoing
2013/14	417
2014/15	543
2015/16	608
2016/17	763
2017/18	1441
2018/19	1265
2019/20	1621
2020/21	1258
2021/22	1917
2022/23	2366
2023/24	2499



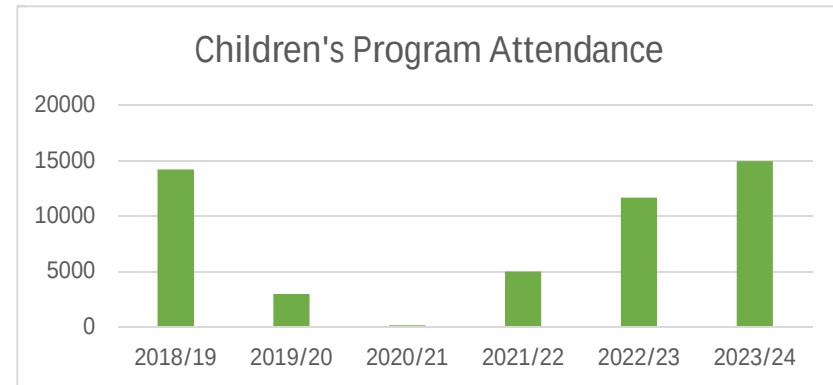
Fiscal Year	Link+ Borrowing/Incoming
2013/14	775
2014/15	1012
2015/16	826
2016/17	1092
2017/18	1234
2018/19	1328
2019/20	1119
2020/21	1221
2021/22	1862
2022/23	1153
2023/24	1689



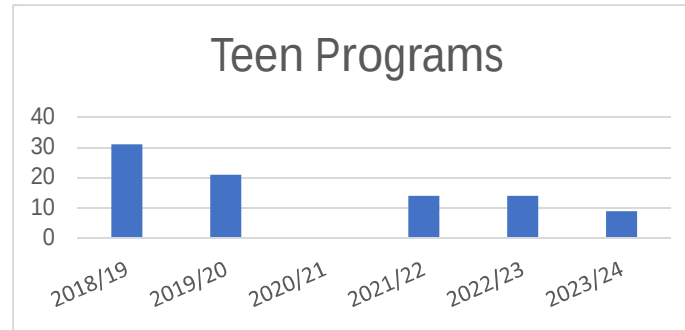
Fiscal Year	Children's Programs
2018/19	250
2019/20	225
2020/21	28
2021/22	101
2022/23	225
2023/24	230



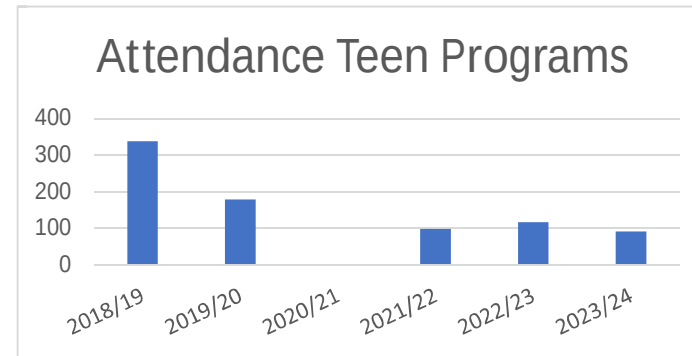
Fiscal Year	Children's Program Attendance
2018/19	14193
2019/20	2961
2020/21	141
2021/22	4996
2022/23	11664
2023/24	14950



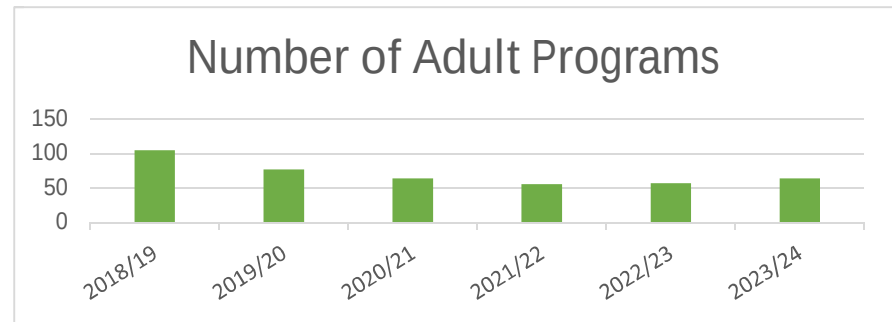
Fiscal Year	Teen Programs
2018/19	31
2019/20	21
2020/21	0
2021/22	14
2022/23	14
2023/24	9



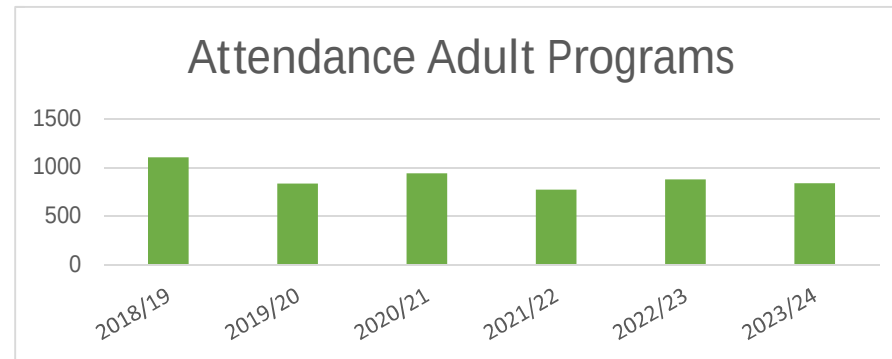
Fiscal Year	Attendance Teen Programs
2018/19	338
2019/20	179
2020/21	0
2021/22	98
2022/23	117
2023/24	91



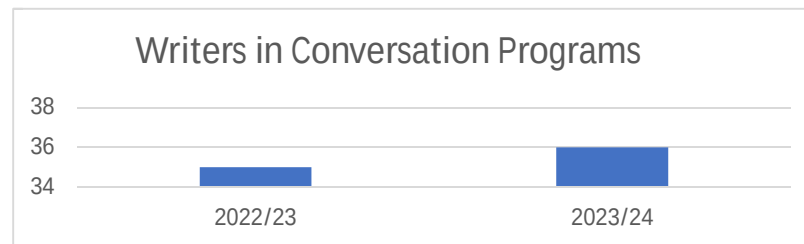
Fiscal Year	Adult Programs
2018/19	105
2019/20	77
2020/21	64
2021/22	56
2022/23	57
2023/24	64



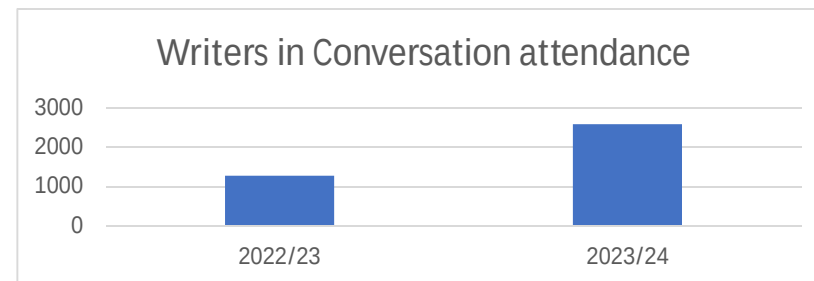
Fiscal Year	Attendance Adult Programs
2018/19	1106
2019/20	835
2020/21	941
2021/22	775
2022/23	878
2023/24	838



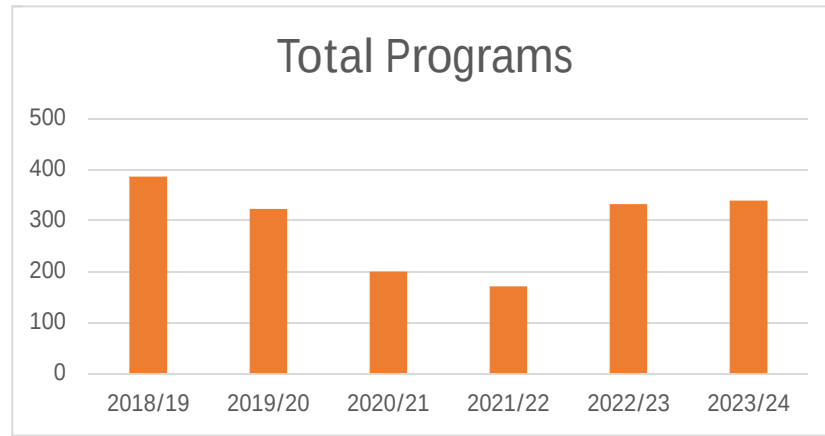
Fiscal Year	Writers in Conversation
2022/23	35
2023/24	36



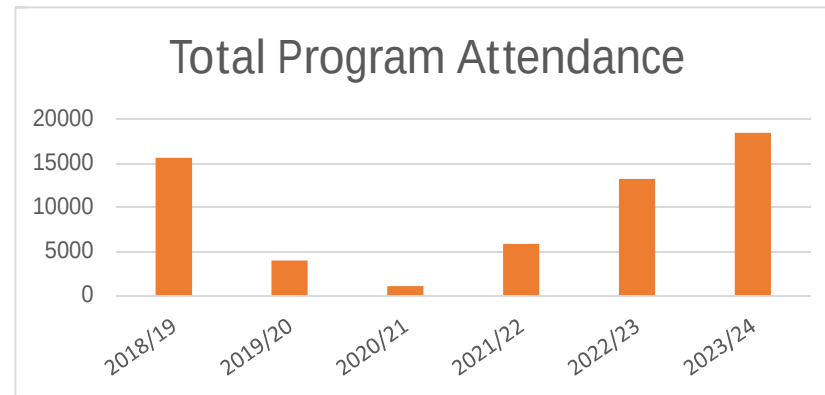
Fiscal Year	Writers in Conversation attendance
2022/23	1278
2023/24	2585



Fiscal Year	Total Programs
2018/19	386
2019/20	323
2020/21	200
2021/22	171
2022/23	332
2023/24	339



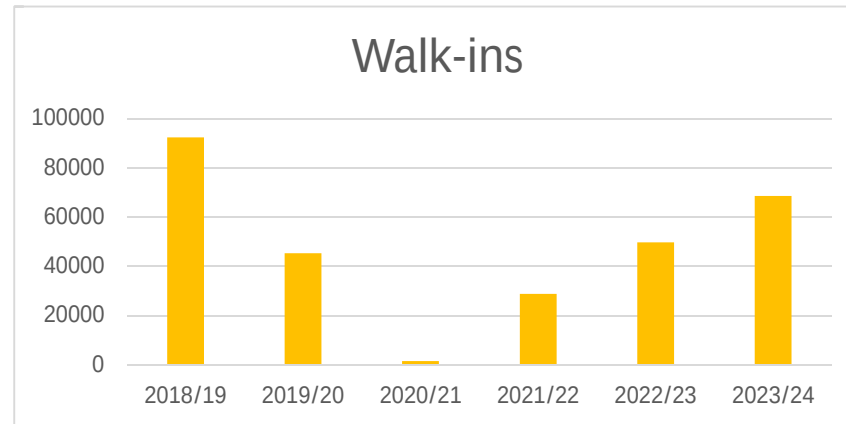
Fiscal Year	Total Program Attendance
2018/19	15637
2019/20	3975
2020/21	1082
2021/22	5869
2022/23	13260
2023/24	18464



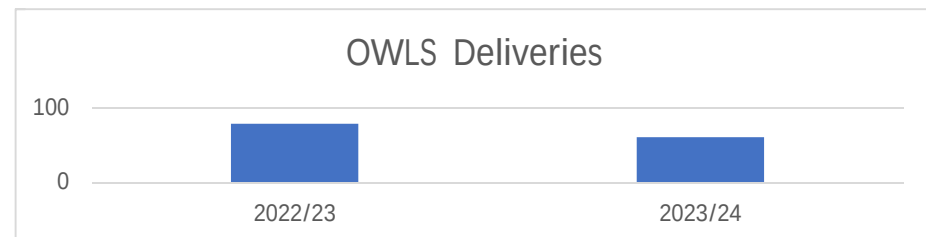
Fiscal Year	Walk-ins
2018/19	92366
2019/20	45318
2020/21	1533
2021/22	28782
2022/23	49660
2023/24	68544

**Library closed due to pandemic on March 16, 2020

***Doors opened April 2021, partial schedule



Fiscal Year	OWLS Deliveries
2022/23	79
2023/24	61



OWLS is home delivery service



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.9

MEETING DATE: November 12, 2024

AGENDA TITLE: Library Tax Oversight Committee 2023-24 FY
Expenditures Review

FROM: Linda M. Kenton, Town Librarian

RECOMMENDATION: That the Town Council receive the Library Tax Oversight Committee review of the 2023-24 FY Library Tax expenditures.

BACKGROUND

In June of 2014, voters of the Town of San Anselmo approved a renewal of the 2010 library parcel tax. The 2014 renewal, known as Measure E, read as follows:

To maintain and enhance San Anselmo Library open hours, adult and children's programs, and general library services, an ordinance was adopted approving a Special Library Services Tax of \$54.00 per year per real estate parcel located in San Anselmo with a three percent (3%) annual cost of living increase, for a period of nine (9) years to augment money from the Town of San Anselmo's funding of library services and with expenditures monitored by an oversight committee.

The dollar amounts over the course of the parcel tax were projected in this chart. \$54.00, 9-Year Parcel tax with 3.00% Cost of Living (COLA) annual percentage increase

TAX		REVENUE	
Year 1	2015-16	\$54.00	\$254,826
Year 2	2016-17	\$55.62	\$262,471
Year 3	2017-18	\$57.29	\$270,345
Year 4	2018-19	\$59.01	\$278,455
Year 5	2019-20	\$60.78	\$286,809
Year 6	2020-21	\$62.60	\$295,413
Year 7	2021-22	\$64.48	\$304,276

Item #: 1.9

Year 8	2022-23	\$66.41	\$313,388
Year 9	2023-24	\$68.40	\$322,779

The ballot measure passed with 73% of the vote. The role of the Library Tax oversight committee was codified in this measure since it was not part of the original 2010 parcel tax. The group has been an instrumental part of the process and has met twice a year to monitor the upcoming fiscal year budget and review the previous fiscal year expenditures.

Measure E was renewed as Measure H in November 2022 by 85% of voters. The current tax was set to expire in 2024 at which point Measure H would take effect, continuing at the current rate.

The Library Parcel Tax was meant to supplement the Library's budget and was not meant to replace the Town's general fund contribution to the operation.

DISCUSSION/ANALYSIS

Parcel tax revenue for FY2023-24 was \$307,741. There were other revenues that included a one-time employee reallocation and investment income totaling \$15,396. The beginning revenue was \$323,428. The ending balance from the previous fiscal year was \$28,336 for a total projected beginning balance of \$336,077 in the library tax fund. Expenses totaled \$322,800, which was \$627 under budget. The current report focused solely on the expenditures of the Library Parcel tax (Attachments 1 and 2). The Town of San Anselmo contributed \$847,800 to the library operation through the General Fund. Together, the two budgets provided the essential funding to manage the library. The projected fund balance was \$28,963 for FY2024-25.

Fiscal year 2023-24 was a time to reimagine and adapt to the differing library needs of the community. Attachment 3 provided a snapshot of library activity.

The Youth Services Librarian continued to be a vital part of the team by scheduling, promoting, and conducting programs for youth of all ages. In-person storytimes on the library lawn continued and were moved indoors during inclement weather. Just under 15,000 attended 230 children's programs. In addition, the Youth Services Librarian purchased materials, staffed public service desks, and planned for the future of Youth Services. An interactive bulletin board activity continued to engage youth each month with a different themed coloring sheet that children could post on the bulletin board. 633 children engaged with this activity. A Grab and Go Craft continued to be offered monthly and a total of 852 were taken home.

In partnership with Archie Williams High School, two teen interns planned and implemented programs under the Youth Services Librarian's supervision and volunteered 61.5 hours. Nine additional teens volunteered 81.25 hours. New programs included a PJ Storytime and Stuffy sleepover, Sing a Story with SF Opera for an

interactive play of Hansel and Gretel, and a Drag Story Hour. Recurring programs included the Halloween Marionette show, Graham Cracker House making event, and Día de los Niños celebration.

Most adult programs were in-person this fiscal year, bringing the library back to pre-pandemic levels of adult programming. However, when virtual attendance was an option, adults preferred to attend remotely. 1,661 people attended 100 programs over the course of the year which included the popular Writers in Conversation virtual program series paid for by this tax. Program highlights this year included a Star Party, a History Program series, and a puzzle swap in which 200 puzzles were collected and over a hundred were distributed (the remaining puzzles were donated). In addition to the puzzle swap, there was a successful clothing swap organized by a Teen intern, supervised by the Youth Services Librarian, and an art supply swap in partnership with the Town of San Anselmo Arts Commission.

Temporary or extra-hire employees were needed to cover public service desks and provided staff support. This was one area with latitude in spending to maintain the operation and cover staff vacancies for programs, trainings, and meetings. The temporary help budget also included an extra-hire Technical Services Librarian whose hours were mostly paid from the general fund budget but whose additional desk hours were paid by the library tax. This position cataloged, processed, and managed all new materials acquisitions. In addition, the Technical Services Librarian represented the San Anselmo Library at the quarterly Bibliographic Standards committee convened by the MARINet consortium.

An extra hire Library Assistant continued to manage the monthly crafts program (Crafternoon) and bulletin board display activity in the children's area. Thirteen craft projects were prepared and 817 taken. The Library Assistant further supported the Youth Services Librarian with programs, updated the library website, delivered services over the public desks, and aided the circulation department when needed.

The Library's Outreach program, OWLS, was designed to reach San Anselmo residents of all ages with a temporary or permanent illness, injury, impairment, medical condition, or disability that prevented them from visiting the library. FY23-24 was the second year of this program, and staff and volunteers made sixty-one deliveries.

Automated catalog expenses included new, and the maintenance of, shared services with MARINet. The CENIC Internet network, the backbone of the library's robust Internet and Wi-Fi connection, was paid from the parcel tax budget. Shared digital resources included a selection of databases and digital subscriptions to Ancestry.com, the New York Times, and the Wall Street Journal.

Librarians continued to buy physical books and supply chain issues appeared to have been resolved from the pandemic years. \$14,000 was budgeted for adult books and \$14,949 was expended. \$11,845 was budgeted for youth books and \$8,581 was spent.

Circulation of digital materials remained robust. \$20,000 was budgeted for eBooks/eAudio, \$17,811 was spent. This included digital materials purchased in OverDrive, but also checkouts in Hoopla which has a pay per use model. For databases, the parcel tax paid \$1071 for ConsumerReports.org, the online version of the classic *Consumer Reports* magazine, limited to San Anselmo residents. For streaming video, \$9,500 was budgeted but none was spent as the Friends of the Library paid for the Kanopy subscription.

The Friends of the San Anselmo Public Library continued to be the primary source of funding for library programs for people of all ages. Through their sales at Town Books and their online enterprises, the Friends' fundraising continued to provide vital support.

The library continued to be a vibrant gathering place, whether physical or virtual, where the local community found resources and opportunities to meet their educational, social, cultural, and recreational needs.

The Oversight Committee met on October 23 to review the Library Tax expenditures and unanimously found that monies had been spent according to the letter and spirit of the parcel tax.

FISCAL IMPACT

None

GENERAL PLAN CONSISTENCY

None

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

CEQA not applicable

ATTACHMENTS

Attachment 1- Balance Sheet

Attachment 2- Budget Report

Attachment 3 -Statistics Snapshot

STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 2.1

MEETING DATE: November 12, 2024

AGENDA TITLE: That the Council consider a new three-year agreement with Jim Baum, operator of the San Anselmo Farm Stand, to operate the Farm Stand on the Town Hall Plaza year-round beginning in January of 2025

FROM: Administration

RECOMMENDATION: Consider approval of a three-year agreement with Jim Baum to operate the San Anselmo Farm Stand on the Town Hall Plaza on Wednesdays year-round from January 1, 2025 through December 31, 2027.

BACKGROUND

In 2006, the Quality of Life Commission (now the Climate Action Commission) launched a sponsorship of a Friday afternoon/evening Farm Stand on the Town Hall plaza. In 2007, the Town solicited vendors to apply for this service and Jim Baum was the single applicant. Baum has operated the Farm Stand since that time, and has expanded his operation and offerings over the past 15 years. This spring of 2022, per Council direction, staff released an RFP allowing vendors to submit proposals to for Council consideration for this service, and once again Baum was the single applicant. In 2018, a three-year contract was executed between the Town and Jim Baum. The contract requires that Baum name the Town as an additional insured, pay a weekly sum of \$30 for use of the plaza area, and obtain a business license.

In 2015, the Town Council approved Baum's request to offer pasture-raised meats, such as beef, pork, lamb and locally sourced seafood at the Farm Stand. The products are vacuum sealed and do not require special handling other than dry ice and water ice. Baum's Farm Stands are licensed as mobile food facilities through Environmental Health Services and all the required permits have been obtained.

In 2016, the Town Council approved Baum's request for the Town to reserve two parking spaces in front Town Hall and one in the rear on Library Place each Friday morning. The spaces on San Anselmo Avenue are reserved for one hour in the morning

to allow for offloading of equipment and supplies for the Farm Stand. The requested space on Library Place is for Baum's vehicle, which is a truck containing a refrigeration unit. Baum has utilized this space in the past as it is near an electrical supply that he uses for his vehicle.

In 2018, the Council approved Baum's request to offer flowers for sale at the Farm Stand and in 2021 Council approved Mr. Baum to operate his Farm Stand on Wednesdays instead of Fridays from May through the end of October. The Council also allowed for relocating the Farm Stand to be in front of the flag poles, which allowed for one more 10 x 10 canopy, for a total of five canopies, allowing the Farm Stand to accommodate social distancing and not block the pedestrian right of way along the sidewalk.

In 2021, the Farm Stand moved its weekly operations from Fridays to Wednesdays.

In 2022, the Town issued an RFP soliciting proposals for Farm Stand operators and again, Mr. Baum was the only applicant. A revocable license agreement was executed between the Town and the Mr. Baum. This license extends through March 31, 2025. The contract requires that Baum name the Town as an additional insured, pay the sum of \$30 per day for the use of the Town Hall plaza area, and obtain a business license.

DISCUSSION/ANALYSIS

As part of the 2024 annual review of the Farm Stand agreement, Mr. Baum requested and the Town Council approved the expansion of the Farm Stand operations to year-round. With the installation of the decomposed granite area where the Farm Stand now operates, the concern of the health of the grass is no longer an issue.

The Town reserves the right to utilize the area used by the Farm Stand for use as part of annual community activity each December. At most, this use would occupy the space for two contiguous Wednesdays.

As part of the 2024 agreement, staff committed to returning in the fall with an updated three-year agreement running from January 2025 through December 2027. The current three-year contract was set to expire in early 2025. If approved, the new agreement will supersede the previous contract.

FISCAL IMPACT

The Farm Stand warrants a \$30.00 per daily use of the plaza area.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Continuing for The Farm Stand to operate is not a "project" under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the

environment. (Cal. Pub. Res. Code § 21065).

Continuing to allow The Farm Stand to operate is consistent with the Climate Action Plan 2030, which encourages residents to buy locally grown food, especially organics and to eat less industrially-grown meat. ([CAP 2030](#) at p. 27)

ATTACHMENTS

Attachment 1- 2025-27 Revocable License Agreement

**SAN ANSELMO TOWN PLAZA
REVOCABLE LICENSE AGREEMENT**

1. Parties.

This Agreement is entered into effective January 1, 2025 by and between Town of San Anselmo, a public entity (hereinafter “The Town”) and Jim Baum (hereinafter “Baum”).

2. The Premises and Dates of Use.

The Town hereby grants a revocable license to Baum to use the certain portions of the Town Hall Plaza lawns located at 525 San Anselmo Avenue for use as an organic produce “Farm Stand” on Wednesdays year-round.

The Farm Stand will be located on the lawn in front of Town Hall on the area where decomposed granite is installed.

There is a maximum of four (4) tents allowed at any time. Tents measure approximately 10’ x 10.’

3. Term of License.

The term of this Agreement will be from January 1, 2025 through December 31, 2027, with specific permitted dates of operation as noted in Section 2. Upon mutual written agreement by the parties, this Agreement may be extended for an additional period upon terms acceptable to the parties. The terms and conditions of this Agreement will remain in full force and effect during any and all period(s) of extension of this Agreement. The Town reserves the right to revoke (terminate) this Agreement, without cause, on 24 hours written notice.

4. Consideration.

The consideration for this Agreement will be thirty dollars (\$30.00) per day payable monthly by Baum to the Town on the first day of each month starting in January of 2025.

5. Use.

The premises are to be used solely to sell organic produce, meats, fish, poultry and flowers. Baum is solely responsible for his agreements with customers and suppliers of the Farm Stand. No persons other than Baum may operate or work at the Farm Stand without the express written permission of the Town. Baum will set up, operate, and clean up the Farm Stand and all trash generated by the Farm Stand immediately after each day's operation of the Farm Stand. Baum will commit no waste or nuisance upon the Premises.

The Town will reserve two parking spaces in front of Town Hall for off-loading but must move the truck after loading into the space designated for his truck on Library Place.

The premises may not be used for any other purpose other than those uses specified herein without the prior written consent of the Town, which consent, once granted, may be revoked at any time by the Town in its sole discretion.

6. Assignment.

Baum will not assign this License without the prior written consent of the Town. Any such assignment without the prior written consent of the Town will be void and, at the option of the Town, will terminate this Agreement.

7. Ordinances and Statutes.

Baum will comply with all statutes, ordinances, and requirements of all municipal, state, and federal authorities now in force, or which may later be in force, regarding the Farm Stand, Baum's purchase and sale of organic produce, and Baum's use of the premises. The commencement or pendency of any state or federal court abatement proceeding affecting the Farm Stand or the use of the premises will, at the option of the Town, be deemed a breach of this Agreement. Baum will obtain a valid Town of San Anselmo business license which he will keep in full force and effect throughout the entire term of this Agreement.

For the health and safety of visitors to the Farm Stand and Town Hall, Baum may not bring his dog to the Farm Stand.

8. Indemnification of the Town.

The Town will not be liable for any damages or injury to Baum, or any other person, or to any property, occurring on the premises, or occurring during or as a result of any action or activity on or off the premises by Baum, or any other person, related to the operation of the Farm Stand, or any other uses or activities that Baum or others conduct at the property. Baum agrees to hold the Town harmless, including payment of the Town's attorneys' fees, from any claims arising out of the license granted by this Agreement, Baum's use of the premises, or Baum's operation of the Farm Stand, and to indemnify the Town for all expenses incurred by the Town in defending such claims.

9. Baum's Insurance

Compliance with Insurance Requirements.

Baum will, at Baum's sole expense, comply with all requirements, guidelines, rules, orders, and similar mandates and directives pertaining to the use of the premises, whether imposed by Baum's insurer, the Town's insurer, or both. If Baum's use of the premises causes

any increase in the premium for any insurance policies carried by the Town, Baum will, within ten (10) business days after receipt of written notice from the Town, reimburse the Town for any such increase in insurance premiums.

Baum's Liability Coverage.

Baum will, at Baum's sole expense, obtain commercial general liability insurance written on an "occurrence" policy form, covering bodily injury, property damage, personal injury, and advertising injury arising out of or relating (directly or indirectly) to Baum's use of the premises. The Town, or any other party designated thereby, will be named by endorsement as an additional insured under Baum's general liability coverage. The additional insured endorsement must be on ISO Form CG 20 11 11 85 or an equivalent acceptable to the Town. Before the License commencement date, Baum will deliver to the Town the endorsements referred to in this section as well as a certified copy of Baum's liability policy or policies and an original certificate of insurance, executed by an authorized agent of the insurer or insurers, evidencing compliance with the liability requirements of this section of this Agreement. The certificate will provide for no less than thirty (30) days' advance written notice to the Town from the insurer or insurers of any cancellation, nonrenewal, or material change in coverage or available limits of liability and will confirm compliance with the liability insurance requirements of this Agreement.

The minimum acceptable limits of liability for Baum's liability insurance are one million dollars (\$1,000,000.00).

10. Subrogation.

To the maximum extent permitted by insurance policies which may be owned by the parties hereto, the Town and Baum waive any and all rights of subrogation against each other which might otherwise exist.

11. Signs.

Baum will not place, maintain, nor permit any sign or awning on any portion of the premises without the express written permission of the Town.

12. Hazardous Materials.

Baum will not use, store, or dispose of any hazardous substances upon the premises. Hazardous substances mean any hazardous waste, substance, or toxic materials regulated under any environmental laws or regulations applicable to the property. Baum will be responsible for the cost of removal of any toxic contamination caused by Baum's use of the property.

13. Insolvency.

The appointment of a receiver, an assignment for the benefits of creditors, or the filing of a petition in bankruptcy by or against Baum, will constitute a breach of this license agreement by Baum.

14. Default.

In the event of any breach of this Agreement by Baum, the Town may, at its option, terminate this Agreement.

The Town may, in the alternative, continue this Agreement in effect, so long as the Town does not terminate Baum's right to possession, and the Town may enforce all of the Town's rights and remedies under this Agreement. If said breach of the Agreement continues, the Town may, at any time thereafter, elect to terminate this Agreement.

15. Attorney Fees.

In any action, arbitration, or other proceeding involving a dispute between the Town and Baum arising out of this Agreement, the prevailing party will be entitled to reasonable attorney fees, expert witness fees, and costs.

16. Waiver.

No failure of the Town to enforce any term of this Agreement will be deemed to be a waiver.

17. Notices.

Any notice which either party may or is required to give, will be given by mailing the notice, postage prepaid, to Baum at the premises, or to the Town at the address shown in Item 2, or at such other places as may be designated in writing by the parties from time to time. Notice will be effective **five (5) days after mailing**, or on personal delivery, or when receipt is acknowledged in writing.

18. Heirs, Assigns, Successors.

This Agreement is binding upon and inures to the benefit of the heirs, assigns, and successors of the parties.

19. Subordination.

This Agreement, at the Town's option, will be subordinate to any mortgage, deed of trust, or other security now existing or later placed upon the property; provided, however, that

Baum's right to quiet possession will not be disturbed if Baum is not in default on the payment of rent or other provision of this Agreement.

20. Entire Agreement.

The foregoing constitutes the entire agreement between the parties and may be modified only by a writing signed by the parties.

TOWN OF SAN ANSELMO

JIM BAUM

DATE: _____

DATE: _____

BY: _____
David P. Donery

BY: _____
Jim Baum

ITS TOWN MANAGER

ITS OWNER



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 2.1

MEETING DATE: November 12, 2024

AGENDA TITLE: Marin Sanitary Service Rate Increase

FROM: David P. Donery, Town Manager

RECOMMENDATION:

- 1) Conduct a public hearing to consider the proposed 2025 Marin Sanitary Service (MSS) collection rates.
 - 2) Adopt the attached Resolution establishing maximum rates collected by Marin Sanitary Service for solid waste, recycling, and organic waste services, to be effective January 1, 2025 (Attachment 1).
-

BACKGROUND

Each year, the Town Council holds a public hearing to set the maximum collection rates that can be charged by MSS in the Town of San Anselmo. These rates are based on a specific methodology contained in the Franchise Agreement with MSS. This methodology was changed in 2019 when the Council adopted an amendment to the Franchise Agreement with MSS.

The rate-setting methodology requires a detailed analysis, which was conducted by R3 Consulting Group. (Attachment 3). Based on R3's review, the proposed increase in 2025 for San Anselmo customers is 4.44%. In 2024, the rate was increased by 5.95%

DISCUSSION

MSS is the Town's sole provider of refuse hauling and recycling services and performs these services in many surrounding communities, as well. The Franchise Agreement between the Town and MSS outlines the services that must be provided by MSS, as well as a methodology to be followed to set customer rates each year.

On August 30, 2024, MSS submitted its application for an increase to its solid waste rates, to be effective January 1, 2025. This is an indexed year rate adjustment, which primarily projects compensation due to MSS based on the applicable Water-Sewer-Trash CPI Index (WST). Based on R3's review of the rate application, R3 concurs with MSS's

Item #: 2.1

calculated 2025 rate revenue requirement of \$5,492,712 for the Town, which is \$233,307 higher than the 2024 rate revenue requirement of \$5,259,405. The corresponding adjustment to the Town's solid waste rates for 2025 is 4.44%, based on the January 1, 2025 effective date.

Proposed Rates for 2025

Attachment 2 to this report is a rate application letter from MSS. Attachment 3 is a report from R3 that provides its third party, independent assessment of MSS and its application of the rate methodology. This application provides an overall perspective of the proposed rate increase. However, the actual increase in each jurisdiction is based on the application of the methodology to the specific customer base. R3 reviewed the application and all relevant documents and financial schedules with MSS and recommends an increase of 4.44% to the Town of San Anselmo's rates in 2025. As in previous years, staff is recommending that the rate adjustment be applied across the board to all residential, multi-family and commercial service accounts. The new rates reflective of this increase can be found in the exhibit to the draft resolution for this public hearing.

FISCAL IMPACT

There would be no direct fiscal impact to the Town to approve this item.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adoption of the resolution increasing MSS rates is not a "project" under the California Environmental Quality Act (CEQA), because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

ATTACHMENTS

Attachment 1 - Resolution Approving MSS Rates for 2025 (PDF)

Attachment 2 - 2025 MSS Rate Application (PDF)

Attachment 3 - 2025 MSS Rate Application Review - Final Report - Town of San Anselmo (PDF)

RESOLUTION NO. ____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO SETTING MAXIMUM CUSTOMER RATES FOR SOLID WASTE, RECYCLABLE AND ORGANIC WASTE COLLECTION BY MARIN SANITARY SERVICE TO TAKE EFFECT ON JANUARY 1, 2025

WHEREAS, section 5-3.05 of the San Anselmo Municipal Code provides that the Town Council shall establish rates for the collection of garbage and recycling after a public hearing; and

WHEREAS, Marin Sanitary Service (“MSS”) provides residential, commercial and multi-family solid waste services, including garbage, recycling and organics collection and processing; and

WHEREAS, MSS also provides garbage, recycling, and organics pick-up for Town of San Anselmo (“Town”) facilities, parks, and sidewalk receptacles downtown and throughout Town; and

WHEREAS, at its meeting of November 26, 2019, the Town Council adopted a resolution approving an Amended and Restated Collection Agreement with MSS for provision of these solid waste services for a ten-year period beginning on January 1, 2020 (“Amended and Restated Franchise Agreement”); and

WHEREAS, MSS proposed an increase in Customer Rates for Solid Waste, Recyclable, and Organic Waste Collection to take effect on January 1, 2025, as reflected in Exhibit A hereto; and

WHEREAS, the Town properly published and posted notice of the proposed rate increase as required by law; and

WHEREAS, at its November 12, 2024, meeting the Town Council conducted a duly noticed public hearing to consider the proposed maximum rates and the Council reviewed the staff report and all oral and written evidence presented at the hearing.

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO DOES RESOLVE AS FOLLOWS:

Section 1. Environmental Review. The Town Council finds that adoption of this resolution increasing MSS rates is not a “project” under the California Environmental Quality Act (CEQA), because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

Section 2. Adoption of Rates. The Town Council hereby establishes the maximum Customer Rates for Solid Waste, Recyclable, and Organic Waste Collection by Marin Sanitary Service as reflected in Exhibit A, which is incorporated herein by reference. The rates shall be effective on January 1, 2025.

The foregoing Resolution was adopted at the regular meeting of the San Anselmo Town Council held on November 12, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Eileen Burke

ATTEST:

Serge Avila, Town Clerk

Exhibit A - Customer Rates for Solid Waste, Recyclable, and Organic Waste Collection effective January 1, 2025

**Marin Sanitary Service
Combined Service Area Rate Application**

COLLECTOR'S RATE REVENUE REQUIREMENT AND RATE ADJUSTMENT

INDEXED YEAR - RATE YEAR 2025

	MSS Service Area Total	Marin Franchisor's Group Total	San Rafael	Larkspur	County	San Anselmo	LGVSD	Fairfax	Ross
Collector Operations	34,998,237	30,045,508	19,086,959	4,797,457	2,982,949	3,328,154	2,553,227	1,624,574	624,917
Garbage Landfilling and Organics Processing	6,131,611	5,009,669	3,182,484	799,909	497,365	702,775	425,715	419,168	104,196
Change in Law - SB 1383 Costs	410,618	352,291	224,558	57,789	35,974	38,968	26,761	19,360	7,209
Subtotal for Profit Calculation	41,540,466	35,407,468	22,494,001	5,655,155	3,516,288	4,069,896	3,005,703	2,063,101	736,322
Collector Profit (90.5% Operating Ratio)	4,360,601	3,716,806	2,361,249	593,635	369,113	427,227	315,516	216,569	77,293
Recyclable Materials Processing	1,236,512	1,040,348	660,900	166,116	103,287	123,835	88,407	72,329	21,638
Interest	755,623	683,273	434,061	109,100	67,836	46,496	58,064	25,855	14,211
Zero Waste Marin Fees	537,137	453,007	287,781	72,333	44,975	53,434	38,496	30,696	9,422
Franchise Fees	5,833,819	4,960,100	3,091,261	798,952	747,976	596,242	185,259	277,477	136,652
Other Agency Fees	2,331,476	2,169,976	1,480,601	568,400	120,975	84,000	-	77,500	-
Annual Rate Revenue Reconciliation	446,498	443,824	281,947	70,867	44,063	72,328	37,716	(69,654)	9,231
Extraordinary Item - Recycling Property Insurance	192,250	161,750	102,755	25,827	16,059	19,254	13,745	11,246	3,364
Total 2025 Rate Revenue Requirement	57,234,384	49,036,552	31,194,556	8,060,385	5,030,572	5,492,712	3,742,906	2,705,120	1,008,133
Total 2024 Rate Revenue Requirement	55,420,353	47,548,034	30,308,192	7,799,684	4,855,288	5,259,405	3,611,849	2,612,914	973,020
2025 Rate Revenue Adjustment	3.27%	3.13%	2.92%	3.34%	3.61%	4.44%	3.63%	3.53%	3.61%



August 30, 2024

Sent via e-mail

Mr. Cory Bytof
Sustainability Coordinator
City of San Rafael

Mr. Curtis Paxton
General Manager
Las Gallinas Valley Sanitary District

Ms. Kimberly Scheibly
Zero Waste Marin Executive Director
County of Marin

Ms. Heather Abrams
Town Manager
Town of Fairfax

Mr. Daniel Schwarz
City Manager
City of Larkspur

Mr. Dave Donery
Town Manager
Town of San Anselmo

Ms. Christa Johnson
Town Manager
Town of Ross

Mr. Garth Schultz
Principal
R3 Consulting Group

Subject: 2025 Combined Service Area Rate Application

Dear Ms. Scheibly, Abrams, Johnson, and Messrs. Bytof, Paxton, Schwarz, Donery, and Schultz

Attached is Marin Sanitary Service's (MSS) rate calculation for rates to be effective January 1, 2025, in our combined service area. The 2025 Rate Application has been prepared in accordance with Exhibit B, Collector's Rate Revenue Requirement and Rate Adjustment methodology. This methodology was ratified by the Marin Franchisors' Group (MFG) during the 2019 Rate Application process. The same methodology was adopted by the Town of Fairfax and the Town of San Anselmo in 2019, during the 2020 Rate Application process.

Overview

Exhibit B specifies that the 2025 Rate Application is to be prepared utilizing the Indexed Rate Revenue Requirement methodology. This means that a majority of MSS's operating costs are adjusted by the change in the Consumer Price Index for Water and Sewer and Trash Collection, US city average, (referred to as the WST index). Other operating costs such as Garbage Landfilling, Organics Processing, Recyclable Materials Processing, Zero Waste Marin Fees, and Other Agency Fees are adjusted based upon projections or other methods to arrive at 2025 expenses. These adjusted expenses, plus Franchise Fees and Collector Profit, are totaled for the 2025 Rate Revenue Requirement.

1050 Andersen Drive, San Rafael, CA 94901
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www.marinsanitaryservice.com



The 2025 Rate Revenue Requirement is calculated individually for each jurisdiction to account for varying Franchises Fees and Other Agency Fees. The 2025 Rate Revenue Requirement is then divided by the 2024 Rate Revenue Requirement to arrive at the 2025 Rate Adjustment Factor for each jurisdiction.

The rate-setting process in an Indexed Rate Year is relatively straightforward and there are a limited number of supporting schedules. These schedules and related files will be provided to R3 Consulting Group, Inc. for their review. While the process this year was streamlined, there are three significant issues that led us to request additional rate increase amounts. These are discussed below.

SB1383-Short-Lived Climate Pollutants Reduction Act- Organics waste reduction in the landfill

AB 1826 was passed in October 2014 and set requirements for all businesses and multi-family complexes that meet certain criteria to arrange for organics recycling. SB 1383 was passed in September 2016 and expands upon the requirements of AB 1826. Taken together, these two mandates represent the most significant change to the laws affecting our industry since AB 939 was passed in 1989.

We have implemented the changes due to SB 1383 as directed in our franchise agreement amendments. This includes the purchase of new processing equipment that has allowed us to expand our Food2Energy program. We have also expanded our organics routes including the creation of a new route in 2021. In 2022 we hired an additional outreach specialist to help with SB 1383 compliance for the residents, multi-family properties, and businesses in our service area.

This year, we do not anticipate any significant increases in cost to fulfill our obligations with SB 1383. However, it remains that the changes are incremental and will occur over the next several years, during which time our pool of operating costs subject to the WST indexing may not compensate for our cost increases related to these changes (in law).

Annual Rate Revenue Reconciliation-2023

As noted in our June 2024 update meeting, our actual annual billings compared to the 2023 rate revenue requirement had a shortfall of \$446 thousand. This is a decrease from last year as we continue to see a recovery from the economic effects of the pandemic on the communities we serve.

Property Insurance

As noted in the past few years' Rate Applications, our long-time property insurance carrier, Affiliated FM, non-renewed their entire book of Waste Hauling business throughout the country. This was due to some very large claims they had at waste facilities in other parts of the country. In addition, the wildfires in California over the last few years have put added pressure on the property insurance marketplace.

The end result is that the annual premium for our combined facilities increased from about \$80,000 to almost \$940,000. The extraordinary request we have included relates specifically to the increased tipping fee at MRRRA, the company that processes the recyclables collected within our franchise agreements. We have explored the option of self-insurance and found that it is not available for property insurance.

Conclusion

We look forward to working closely with the R3 Consulting Group personnel during the review process and will supply them with all necessary financial documentation. Once the review is completed, we look forward to meeting with you to discuss the rate review report.

As always, we remain at your disposal.



Patty Garbarino
President

Cc: Jason Raleigh, Marin Sanitary Service
Justin Wilcock, Marin Sanitary Service
Dale McDonald, Las Gallinas Valley Sanitary District
Cristine Alilovich, City of San Rafael
Berenice Davidson, County of Marin
Casey Poldino, County of Marin

**Marin Sanitary Service
Combined Service Area Rate Application**

**COLLECTOR'S RATE REVENUE REQUIREMENT AND RATE ADJUSTMENT
INDEXED YEAR - RATE YEAR 2025**

	MSS Service Area Total	Marin Franchisor's Group Total	San Rafael	Larkspur	County	San Anselmo	LGVSD	Fairfax	Ross
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Zero Waste Marin Fees	537,137	453,007	287,781	72,333	44,975	53,434	38,496	30,696	9,422
Franchise Fees	5,833,819	4,960,100	3,091,261	798,952	747,976	596,242	185,259	277,477	136,652
Other Agency Fees	2,331,476	2,169,976	1,480,601	568,400	120,975	84,000	-	77,500	-
Annual Rate Revenue Reconciliation	446,498	443,824	281,947	70,867	44,063	72,328	37,716	(69,654)	9,231
Extraordinary Item - Recycling Property Insurance	192,250	161,750	102,755	25,827	16,059	19,254	13,745	11,246	3,364
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2025 Rate Revenue Adjustment	3.27%	3.13%	2.92%	3.34%	3.61%	4.44%	3.63%	3.53%	3.61%

FINAL REPORT

Town of San Anselmo

Review of Marin Sanitary Service's 2025 Rate Application

submitted electronically: October 30, 2024

October 30, 2024

David Donery
Town Manager
Town of San Anselmo
525 San Anselmo Ave
San Anselmo, CA 94960
submitted via email: ddonery@townofsananselmo.org

SUBJECT: Final Report – Review of Marin Sanitary Service’s 2025 Rate Application

Dear Mr. Donery,

R3 Consulting Group, Inc. (R3) is pleased to submit this report detailing the results of our review of Marin Sanitary Service’s (MSS’s) 2025 rate application for the Town of San Anselmo.

This review was conducted pursuant to R3’s engagement with the seven agencies (Agencies) served by MSS, including the City of San Rafael, City of Larkspur, County of Marin, Las Gallinas Valley Sanitary District, Town of Ross, Town of Fairfax, and the Town of San Anselmo.

This report summarizes results from our review of MSS’s 2025 indexed rate application per the streamlined rate setting methodology established in 2019. The methodology is described in the amended Exhibit B to the Franchise Agreement that the Town holds with MSS.

* * * * *

We appreciate the opportunity to be of service to the Town. Should you have any questions regarding this report or need any additional information, please do not hesitate to reach out directly.

Sincerely,



Jim Howison | Sr. Managing Consultant
R3 Consulting Group, Inc.
925.768.7244 | jhowison@r3cgi.com

1. FINDINGS

Executive Summary

On August 30, 2024, MSS submitted its application for an increase to its solid waste rates, to be effective January 1, 2025. This is an indexed year rate adjustment, which primarily projects compensation due to MSS based on the applicable Water-Sewer-Trash CPI Index (WST). Based on our review of the rate application, R3 concurs with MSS's calculated 2025 rate revenue requirement of \$5,492,712 for the Town, which is \$233,307 higher than the 2024 rate revenue requirement of \$5,259,405. The corresponding adjustment to the Town's solid waste rates for 2025 is 4.44%, based on January 1, 2025 effective date.

Table 1: 2025 Rate Adjustment Summary

	2024	2025	Dollar Change	Percentage Change	Adjustment to Rates
Collector Operations	3,182,147	3,328,154	146,007	4.59%	2.78%
Garbage Landfilling and Organics Processing	664,079	702,775	38,696	5.83%	0.74%
State Compliance Database Subscription	(732)	0	732	-100.00%	0.01%
SB 1383 Compliance	38,798	38,968	170	0.44%	0.00%
Profit Calculation	407,743	427,227	19,484	4.78%	0.37%
Recyclable Materials Processing	144,253	123,835	(20,418)	-14.15%	-0.39%
Interest	44,456	46,496	2,040	4.59%	0.04%
Zero Waste Marin Fees	73,206	53,434	(19,772)	-27.01%	-0.38%
Franchise Fees	575,296	596,242	20,946	3.64%	0.40%
Other Agency Fees	84,000	84,000	0	0.00%	0.00%
Annual Rate Revenue Reconciliation	29,439	72,328	42,889	145.69%	0.82%
Recycling Property Insurance	16,720	19,254	2,534	15.16%	0.05%
Total Annual Rate Revenue Requirement	\$5,259,405	\$5,492,712	\$233,307	4.44%	4.44%

2025 Rate Adjustment Details

Collector Operations

Collector Operations compensates MSS for labor, benefits, general and administrative, depreciation and lease, maintenance, fuel and oil. Per Exhibit B, compensation for Collector Operations is adjusted using the CPI index for Water and Sewer and Trash Collection. R3 used publicly available Bureau of Labor Statistics data to verify the calculated increase of 4.59% to Collector Operations. Per Exhibit B, the rate adjustment is subject to a 2.5% minimum and a 5% maximum rate cap for MSS's collection operations. The result is \$3,328,154 in Collector Operations for the Town of San Anselmo in 2025, which is an increase of \$146,007 compared to 2024.

Garbage and Organics Tipping Fees

Garbage Landfilling and Organics Processing tipping fee projections are calculated using actual tonnages collected from January 1 through June 30, 2024, which are then annualized to project total 2024 tonnages. Those tonnages are then multiplied by the projected 2025 tipping fees calculated in accordance with Exhibit B. This is based on the actual per ton tipping fees for each waste stream category, or if unavailable, projected tipping fees are calculated using the current year per ton tipping fees escalated by the change in WST— subject to a minimum increase of 2.5% and a maximum increase of 5.0%.

R3 reviewed MSS's projected 2024 tons and the 2025 per ton tipping fees for residential garbage, residential green waste/organics, commercial garbage, commercial mixed waste for processing, commercial food scraps, and MSS-served Agencies' waste delivered to MSS. Per Exhibit B, R3 confirmed that MSS materially correctly projected tons by category using annualized actual tons for the first six months of the current rate year and, as actual tipping fees are unavailable, applied the 4.59% WST adjustment to project 2025 per ton tip fees. The result is \$702,775 in Garbage and Organics Tipping fees for the Town in 2025, which is an increase \$38,696 compared to 2024.

Database Subscription for Compliance with State Law

The rate setting methodology allows for the recovery of additional revenues associated with costs for changes in law and/or new State mandates. For increased operating expenses due to State Laws, including AB 1826 and SB 1383, MSS has included in its rate application a line item for a compliance database. Zero Waste Marin has assumed responsibility for the tracking and reporting of materials. In, 2024, MSS discontinued its subscription to Recyclist and received a refund of \$732. For 2025, there is no remaining portion of the credit.

Compliance with SB 1383

MSS is requesting continued revenue in association with SB 1383 with the goal of increasing compliance with the State of California's organics state mandate(s). The company will continue to provide compliance monitoring and inspection services, contamination monitoring, outreach and education, and reporting functions on behalf of the Town. The total 2025 revenue recovery for these new SB 1383 compliance measures for MSS is \$38,968, for an increase of \$170 or 0.44% from 2024.

Profit Calculation

R3 reviewed the calculation of MSS's profit, which is a function of total allowable operating expenses (\$4,069,896 for the Town) divided by the contractually set operating ratio of 90.5% and subtracting the same sum, rounded to the nearest dollar. MSS's actual profit achievement will vary depending on the company's real revenues and expenses; as such, profit is not guaranteed. The result is \$427,227 in Calculated Profit for the Town in 2025, which is an increase of \$19,484 compared to 2024. The increase is due to increases in allowable operating expenses, which were described in the previous sections of this report.

Recyclable Materials Processing

A net recyclable materials processing cost is calculated each year to share the risks and rewards of changing recycling markets between rate payers and MSS. Per Exhibit B, the Recyclable Materials Processing cost is escalated by the annual change in the WST and that amount is then divided by the number of all tons of recyclable materials processed at Marin Recycling Center from July 1 of the prior rate year through June 30 of the current rate year.

The recyclable materials revenue amount is calculated based on 90% of the total revenue received by the Marin Recycling Center for recyclable materials, which is then divided by the number recyclable material tons processed at Marin Recycling Center. The calculation does not include income or tons from recyclable materials processed for third parties or agencies that were not customers of MSS or the Marin Recycling Center as of December 31, 2018. For Rate Year 2025, the resulting Net Recyclable Materials Processing Cost Per Ton is \$73.58, a decrease of \$5.29 from the 2024 value of \$78.87. The result is \$123,835 in Recyclable Materials Processing costs for the Town in 2025, which is a decrease of \$20,418.

Interest

Interest is based on MSS's actual interest from its loan amortization schedules for actual and projected capital expenditures for services under the Agreement as of the last base year review in 2019. This is increased in the same manner as Collector Operations, as described above, via WST annually. The result is \$46,496 in interest for the Town in 2025, which is an increase of \$2,040 compared to 2024.

Zero Waste Marin Fees

Zero Waste Marin Fees are set as a pass-through as government fees and, per Exhibit B to the agreements, changes in such fees result in appropriate adjustments to rates to compensate MSS for increases or decreases in such fees. Zero Waste Marin fees included in the annual indexed rate applications for the MSS service area are set to be equal to the current Zero Waste Marin Fee assessments for the current fiscal year, with 100% of the MSS hauler fees passed through to the MSS Agencies, and with none of the MSS Transfer Station fees passed through to the MSS Agencies. The result is \$53,434 in Zero Waste Marin Fees for the Town in 2025, which is a decrease of \$19,772 compared to 2024. The decrease is due to grant funding obtained by Zero Waste Marin.

Franchise Fees

Franchise Fees are calculated by multiplying the applicable franchise fee percentage by each agency served by MSS by the revenues projected for each that Rate Year. The Town's Franchise Fee is 11% of gross revenues. The result is \$596,242 in Franchise Fees for the Town in 2025. Franchise Fees fund the costs of compliance with State laws, management and administration of the Town's Agreement with MSS, and compensate the Town for the value of the property rights conveyed to MSS via the Agreement.

Other Agency Fees

Other Agency Fees are calculated and applied to each of the Agencies based on the specific fees set by those Agencies. MSS pays the Town a \$84,000 Vehicle Impact Fee to cover the cost of road impacts from MSS's solid waste collection vehicles.

Annual Rate Revenue Reconciliation

The Rate Revenue Reconciliation item is to reconcile the projected rate revenue from the 2023 rate adjustment to the actual revenue collected through rates charged during the 2023 rate year. MSS experienced a shortfall of \$72,328 in 2023 billed revenues in the Town compared to the 2023 revenue requirement. That amount is therefore included in the 2025 rate application.

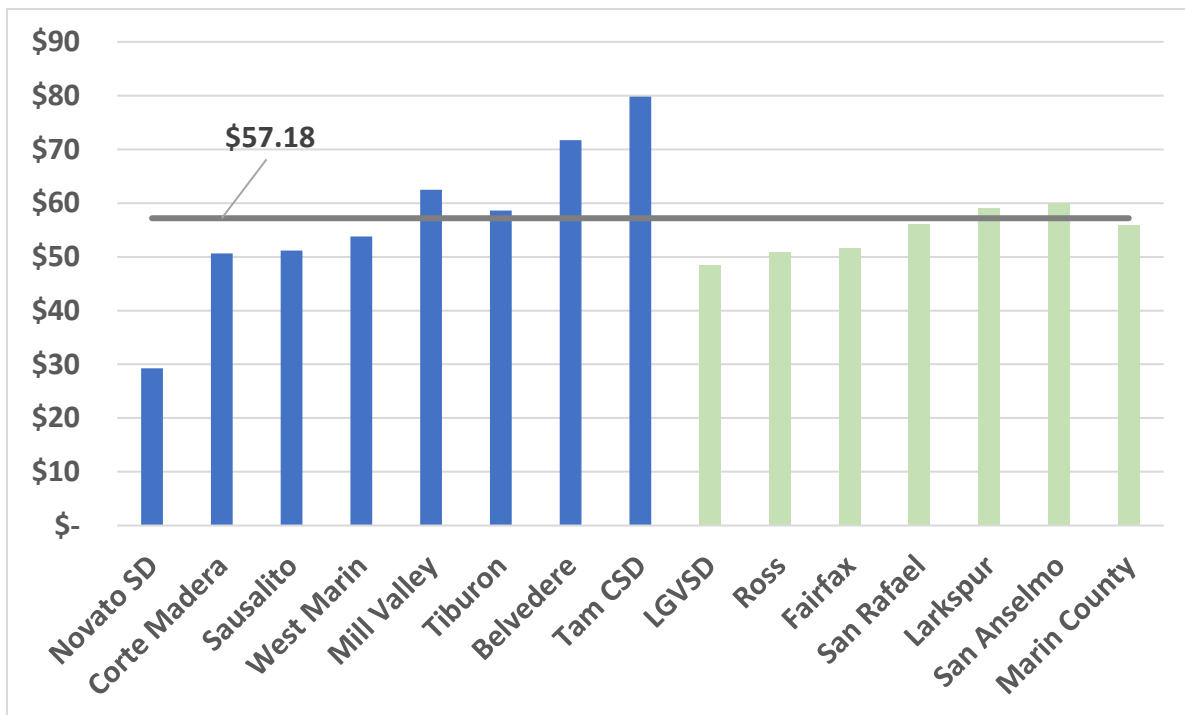
Recycling Property Insurance

Property insurance for recycling processing facilities has gone up across the country due to fire risks from lithium batteries. MSS has had no such claims but has received rate increases based on its risk profile. MSS has previously and separately briefed the Agencies on this item, and R3 is aware of the market circumstances surrounding it. R3 finds that this extraordinary item is supported and reasonable. The result is \$19,254 in Recycling Property Insurance for the Town in 2025, which is an increase of \$2,534 compared to 2024.

Survey of Comparable Rates

Figure 1 illustrates R3's survey of solid waste rates as of October 2024 for agencies located throughout Marin County. These survey results are presented as an indication of the reasonableness of the resulting rates for 2025. For comparison purposes, agencies serviced by Marin Sanitary Services (MSS) are designated in green and represent the proposed pricing for 32-gallon cart, including the current rate increase. Other, non-MSS service agencies are designated in blue and are current pricing, though price increases are expected for 2025 as well. The average cost for the 30–35-gallon cart for non-MSS service agencies is represented by the grey line is \$57.18. The 32-gallon cart is projected to cost \$60.08 per month. The Town's commercial rates for a 3-cubic yard bin serviced one time per week will be \$986.09 compared to \$944.17 the previous year.

Figure 1: Comparison of MSS's 2025 Rates to Other Marin County Agencies





STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 3.1

MEETING DATE: November 12, 2024

AGENDA TITLE: Council to approve a parking lot option for the Solar Photovoltaic System for the Town Hall Resilience Hub.

FROM: Matthew Ferrer, E.I.T., Assistant Engineer
Erica Freeman, P.E., R.A., Building Official
Sean Condry, P.E., Public Works Director

RECOMMENDATION:

That Council approves Option A: Magnolia parking lot for the location of the Solar Photovoltaic System based on public input and engineering design, cost, and local and state building and fire codes.

BACKGROUND:

The Town of San Anselmo and its staff have continuously sought to implement energy efficiency and electrification in Town-owned facilities to help reduce operating costs and greenhouse gas emissions. On May 23, 2023, the Town council received a staff report about the Resilience Hub, provided direction to staff, and authorized staff to issue a Request for Proposal under California government code section 4217 which allows jurisdictions to carry out design-build projects related to energy efficiency.

The Town of San Anselmo is susceptible to flooding, power outages, and other extreme weather events. The Resilience Hub along with a Community Resource Center at Town Hall and the Library would serve as a safe and reliable place for residents during these events. The Community Resource Center during times of emergency power outages etc. along with the Resilience Hub would allow residents to charge their devices, access heating/cooling, access Wi-Fi, and receive other critical services.

The Resilience Hub will be powered by a solar carport array and battery energy storage system (BESS) with microgrid controls that allow the Resilience Hub to operate separately from the main grid during power outages. The goal is to provide power to critical loads such as heating, cooling, and lighting at Town Hall and some systems within the Library. EV chargers will also be installed for Town and Police vehicles to access resilient power from the microgrid system.

On January 2024, Gridscape Solutions (Gridscape) provided a proposal at no cost to the Town. Gridscape identified areas to install solar photovoltaic and battery energy storage systems. Gridscape is one of the largest providers of solar microgrids and EV charging systems in California.

The California legislature has encouraged energy-efficient improvements for public facilities by allowing flexible contracting and associated financing for certain energy-related projects without the need to follow formal procurement rules if the required findings are made.

On April 23, 2024, Town Council approved Resolution No. 2024-4538. The resolution allowed Town Council to Adopt an Energy Service Contract with Gridscape Solutions for Solar Photovoltaic System, Battery Energy Storage System, and Microgrid for Town Hall Resilience Hub and the Required Findings Pursuant to California Government Code § 4217.12.

On June 3rd, 2024, The Public Works Department presented to the Planning Commission the Resilience Hub Project.

On October 7th, 2024, The Public Works Department presented to Town Council an update to the Resilience Hub Project. Renderings of the two lot options were presented as well as key differences in the designs.

On October 16th, 2024, a community meeting was held with the public. There was a walkthrough of the story poles, a presentation, and a Q and A segment. Renderings were presented along with background information regarding the project. A survey was conducted on October 10th and closed on October 23rd. The survey asked which option they preferred.

DISCUSSION/ANALYSIS:

The Town received two design options that would best serve the Town's needs. These options are the Magnolia lot and Town Hall lot (figures 1 and 2 respectively). The solar panel array will be located in one of the two potential locations. The two options will have a difference in construction cost and impact.

The Town hired a drafter to provide renderings of the potential impacts on the downtown area. The drafter has created renderings for the Magnolia lot and Town Hall lot (figures 3 and 4 respectively).

To visualize the impact of either option, staff erected story poles for the October 16th Community meeting. The Magnolia and Town Hall parking lot were affected for less than two (2) weeks. Parking and traffic remained accessible at the Magnolia parking lot, Kientz Lane, Town hall lot and Library Place parking lot.

The battery energy storage system (BESS) final location has been discussed and mutually agreed upon by the Town and Gridscape. The BESS will be located on the Town Hall lot. The Town has been continuously interested in exploring how the Resilience Hub can best “fit in” with the Town of San Anselmo’s aesthetic. We are

looking into paint options and or wood wrapping that would decrease the industrial look of the columns and soften the visual impact.

Below are some key differences between the two locations:

Magnolia Parking Lot

- Larger Electrical Generation – 94 kW.
- Continuous array configuration.
- Cost effective to have 1 array.
- Minimally impacts residential structures.
- Heritage Tree removal not required.
- Fire access to Magnolia Lot is not affected.
- Minimal impact to current infrastructure, most columns will be located in bio-retention.

Town Hall Parking Lot

- Smaller Electrical Generation – 77 kW.
- Split array configuration.
- Increase cost to have 2 separate arrays.
- Moderately impacts residential structures.
- Heritage Tree removal required.
- Fire access to Town Hall will be affected.
- Moderate impact to current infrastructure, all columns will be located on pavement.
- A Joint Utility Pole will also need to be removed/relocated which may add 1-2 years to project. N.E.M. 2.0 “Grandfathering” may be impacted.

The survey had 100 participants and yielded 99 votes. 65% favored Option A, 25% Option B, and 10% for either. 88% of the survey participants were residents, 11% were merchants and 1% were both.

The final location and design of the Resilience Hub is based on public input, cost, feasibility, construction impact, fire access, engineering judgement, along with local and state building and fire codes. The Magnolia parking lot option will substantially meet these requirements more than the Town Hall lot option.

FISCAL IMPACT:

As required under Government Code section 4217, the energy cost savings will exceed the project costs and the improvements are found to be in the best interest of the Town. The total projected cost will be approximately \$1,062,000 and will be paid for in part by funds allocated from measure J throughout the 2023 and 2024 fiscal years. The Town will also receive a 30% reimbursement of the total project cost via the federal investment tax credit (ITC) after the project is complete. The Town can receive an additional 10% reimbursement through the Domestic Content Bonus Credit. The Town may also qualify for the Safe Harbor tax credit to receive an additional 10% reimbursement. The Town will be able to incur a positive net saving that will provide extra funding to the Town in the future.

The Town of San Anselmo will sell any excess electrical generation back to the grid for monetary compensation. The Town was grandfathered into Net Energy Metering 2.0 (NEM 2.0) before the policy effect of NEM 3.0 took place. NEM 2.0 allows the Town to receive the full retail rate for any excess electricity exported to the grid. NEM 2.0 allows for electricity rates to be calculated every 15 minutes based on the Town's net generation and usage during said time period. Under NEM 2.0 the Town will not be subjected to a "Mandatory Grid Participation Charge".

CEQA AND CLIMATE ACTION PLAN CONSISTENCY:

The proposed adoption of Option A is exempt from the California Environmental Quality Act ("CEQA"), pursuant to CEQA Guidelines Section 15301 "Existing Facilities" because the project consists of alterations to an existing Town-owned facility; CEQA Guidelines section 15061(b)(3) "Common Sense" exemption, because it can be seen with certainty that there is no possibility that the activity in question may have a significant negative effect on the environment.

The project is consistent with the following measures in the Town's Climate Action Plan including:

- **E-7: Municipal Energy Efficiency Audit and Retrofits**
Identify and implement energy efficiency projects in municipal buildings and facilities and electrification of existing building systems and equipment.
- **R-4: Innovative Technologies**
Investigate and pursue innovative technologies such as microgrids, battery storage, and demand-response programs that will improve the electric grid's resiliency and help balance demand and renewable energy production.
- **R-5: Solar Energy Systems for Municipal Buildings**
Install solar energy systems at municipal buildings and facilities where feasible.
- **A-1: Preparation and Response**
Develop local systems of food and energy production to enhance the Town's resiliency and adaptation toward localized systems. Examples include microgrids for energy and regenerative agriculture practices on Town-managed land, as well as promoting home gardens and water catchment systems.

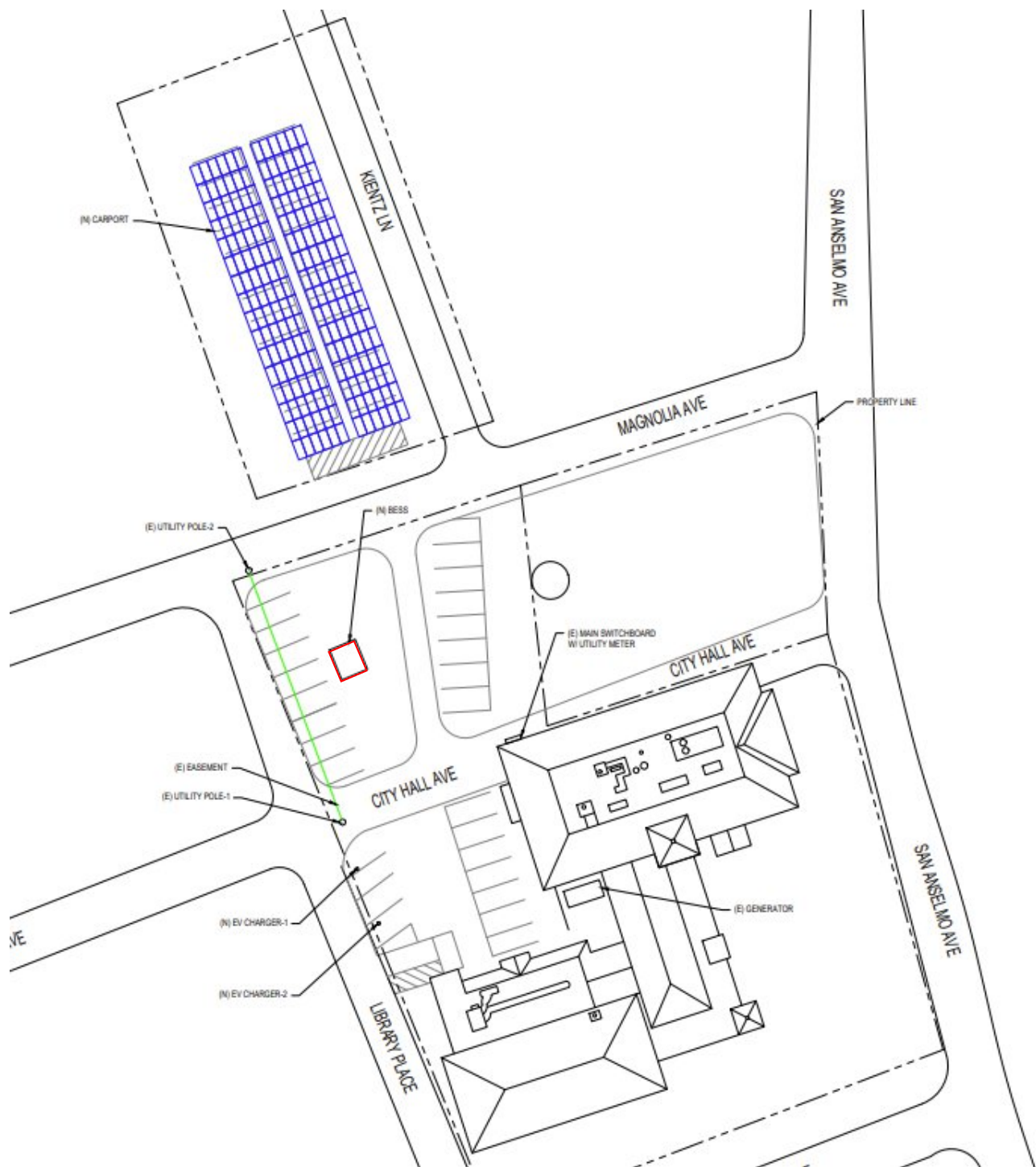


Figure 1: Magnolia Lot Solar Array (Red Box represents the approximate BESS location; the green line represents an existing easement) Option A

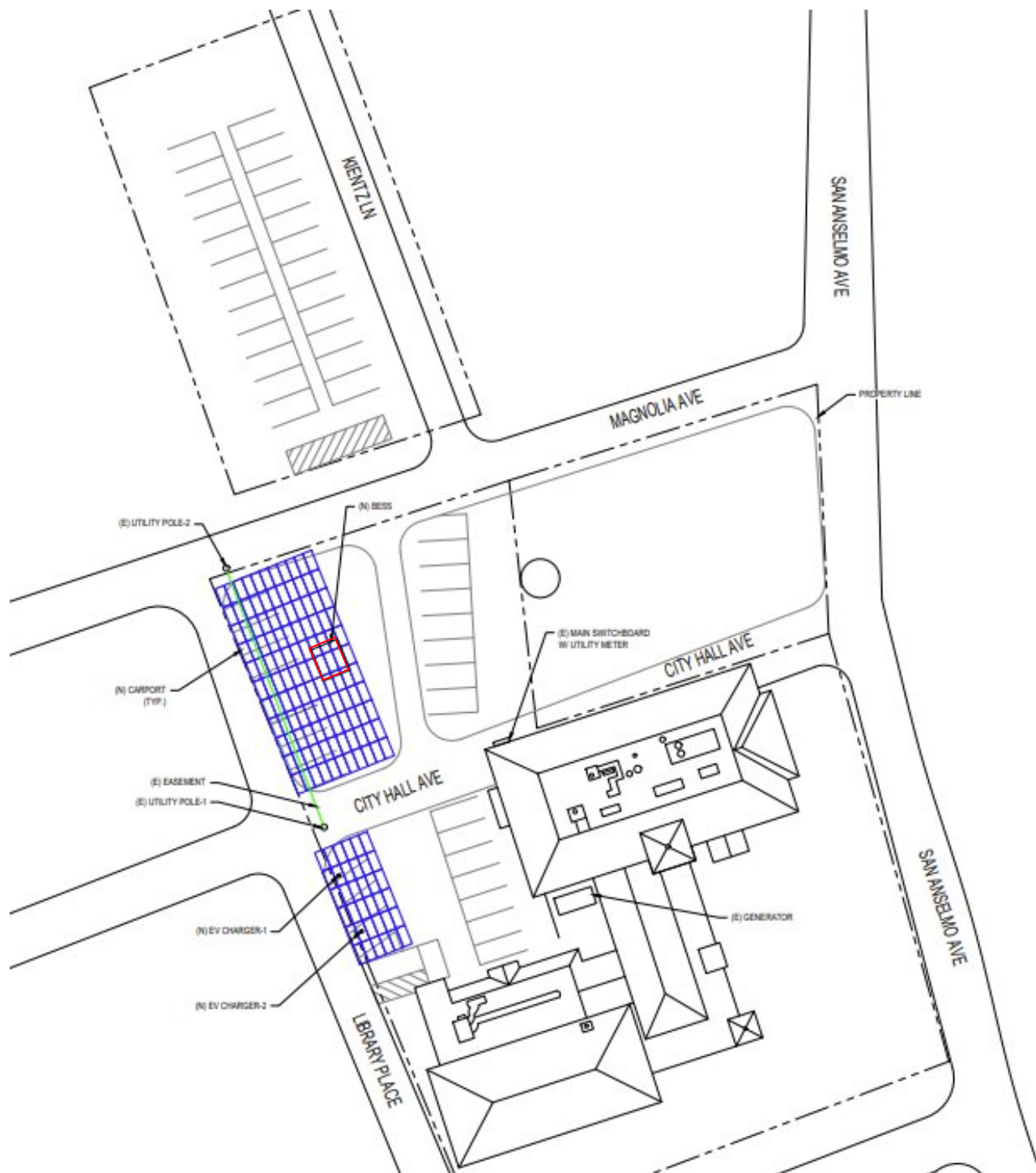


Figure 2: Town Hall Lot Solar Array (Red Box represents the approximate BESS location; the green line represents an existing easement) Option B



Figure 3: Magnolia Lot Solar Array Rendering Option A



Figure 4: Town Hall Lot Solar Array Rendering Option B

Town Hall Resilience Hub - 11/12/24 meeting public comment

From Steve Kroeger <skroeger22@gmail.com>

Date Thu 11/7/2024 10:34 AM

To Town Council <towncouncil@townofsananselmo.org>

Cc Matthew Ferrer <mferrer@townofsananselmo.org>; Jen Macdonald <jen@jrobininteriors.com>; Matt <matthewmac@gmail.com>; Sara Kroeger <sarakroeger@yahoo.com>

CAUTION: External Sender

Dear Mayor and Members of the San Anselmo Town Council,

We are writing to provide comment on the proposed Resilience Hub Project and the options for installing a solar photovoltaic array. We own the property at 15 Library Place, directly across the street to the proposed Town Hall location. We have carefully reviewed the information submitted to your Council to date, and while it is evident that the Magnolia Lot option (Option A) is the superior location and likely preferred location, we realize that it is our obligation as property owners to raise our concerns regarding the Town Hall (Option B) location and its impact on nearby properties and public rights of way. We also wish to express our concerns that locating the solar array at the Town Hall location may not, in fact, meet the criteria for an exemption under the California Environmental Quality Act (CEQA), as outlined below.

Concerns Regarding the Town Hall Location (Option B)

1. Practical Challenges: Accessibility and Emergency Access

- Our property includes office and warehouse space accessed via Library Place, which as a narrow one-way alley, is currently tight for truck deliveries. The proposed installation at Town Hall would line the alley with solar equipment, likely further restricting large vehicles and hindering efficient deliveries.
- Staff also noted the importance of emergency access to the Town Hall area. This concern applies to our property as well; adding a solar installation in such close proximity to the right of way could inhibit first responders' direct access to our building and neighboring structures.

2. Visual Obstruction and Aesthetic Impact

- The Town Hall location would place the solar array just 20 feet from our property line and only 30 feet from the front of our building, a proximity that would significantly obstruct our building's views and alter the visual landscape. Specifically, the front of our historic property, built in 1935 for the local Sanitary District No.1 and displaying a prominent historic inscription, would face the panels directly, impacting both its visibility and heritage value.
- The installation's lack of setback from the public right of way raises concerns about the array's compatibility with the surrounding historic and architectural aesthetics. Given the project's potential

to disrupt the visual continuity of the greater downtown area, it warrants a full aesthetic review under CEQA.

3. Potential Non-Compliance with CEQA's Exemptions

- While the staff report mentions a "Common Sense" exemption under CEQA, we believe the unique location and high visibility of the Town Hall option merit further analysis to ensure compliance. The array's visual prominence, combined with its impact on surrounding historic structures, raises concerns about a possible significant effect on the local environment.
- CEQA often considers projects impacting historic resources, scenic vistas, and aesthetic quality as potential causes for further environmental review, especially when adjacent properties contribute to the historical character of an area. Given our property's history and proximity to the proposed array, this installation might not fully meet CEQA's exemption criteria if placed at Town Hall.

In summary, we believe that the Town Hall location is not ideal, and potentially problematic. Furthermore, the October 8, 2024 staff report to your Town Council clearly identifies the benefits of the Magnolia Lot location including:

- **Greater Energy Generation and Cost Efficiency**
- **Minimal Impact on Existing Infrastructure and Emergency Access**
- **Tree Removal Not Required**

To this we would add that the Magnolia Lot location better maintains San Anselmo's aesthetic and functional standards, while respecting the historical character and access needs of the downtown community.

Thank you for considering our perspective. We appreciate the opportunity to provide input and look forward to seeing the Resilience Hub Project become a valuable community asset.

Respectfully,

Steven Kroeger

Sara Kroeger

Cc: Matthew Ferrier, Project Manager

Jen and Matt MacDonald, Jennifer Robin Interiors



STAFF REPORT

TOWN OF SAN ANSELMO

Item #:3.2

MEETING DATE: November 12, 2024

AGENDA TITLE: Memorandum of Agreement with PG&E for Installation of Electrical Service for Charging Stations at Memorial Park

FROM: Sean Condry, P.E., Public Works Director
Will Messinger, Assistant Civil Engineer

RECOMMENDATION: That the Town Council take the following actions:

1. Adopt the attached Resolution approving a Memorandum of Agreement with PG&E to allow for installation of electrical service for charging stations at Memorial Park; and
 2. Find that the project is exempt from CEQA under categorical exemption Classes 1, 3, and 4.
-

BACKGROUND AND DISCUSSION

In accordance with the San Anselmo Climate Action Plan, the Public Works Department plans to install Electric Vehicle Charging Stations (EVCS) at Memorial Park, the Pine Street parking lot, and at Creek Park. The Memorial Park installation is the priority, with the other two projects in their early design phase.

Before PG&E will install an electric service for the Memorial Park charging stations, the Town must approve the attached Memorandum of Agreement and Absolving Service Agreement. The Memorandum of Agreement outlines the scope of PG&E's services, and states that this agreement is subject to the terms and conditions of the related Absolving Service Agreement.

Progress was slowed on the Memorial Park installation due to extensive discussions with PG&E's land rights team, though we have now reached a resolution in the form of the aforementioned Absolving Service Agreement.

Memorial Park is made up of four town-owned parcels, and right-of-way (ROW) extending from Los Angeles Blvd and Veterans Pl (See Exhibit A). Installing an electrical service in a ROW is highly irregular for PG&E, so they are requiring the Absolving Service Agreement. This indemnifies PG&E from any claims associated with this location and gives them the right to abandon or remove the installed facilities at the

Item #: 1.4

expense of the Town, should the need ever arise.

FISCAL IMPACT

There is no fiscal impact associated with adopting this resolution.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Council's adoption of this resolution, which is a required step for the installation of EV charging stations, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Categorical Exemption Classes 1, 3, and 4. Class 1 exempts the operation, repair, maintenance, and/or minor alteration of existing structures, facilities, and/or mechanical equipment involving negligible expansion of existing use (14 CCR § 15301). The Memorial Park parking lot will be altered to include the charging stations, which will involve only negligible expansion of the existing use of the lot. In addition, Class 3 exempts new construction and conversion of small structures and equipment, such as construction of EV charging stations (14 CCR §15303). Lastly, the project falls under Class 4, which exempts minor public or private alterations in the condition of land, including minor trenching (14 CCR §15304).

None of the exceptions to the Class 3 and 4 CEQA Categorical Exemptions apply in this instance, given that: the project will not have an impact on a designated environmental resource of hazardous or critical concern; there are no cumulative impacts to consider because no successive projects are planned in the same location; there is no reasonable possibility that the installation will have a significant impact due to unusual circumstances; no scenic highways are implicated in the project; there is no hazardous waste on the site; and the project will not cause a change in the significance of a historical resource. (14 CCR § 15300.2).

The installation of the EV Charging Stations is consistent with the Town's Climate Action Plan. Specifically, increasing the number of EV charging stations in Town will further the Town's EV Strategy and goal to Increase the number of public charging stations and locations to 162 by 2030. (Climate Action Plan § T-1 (d) 4.1, at p. 18).

CONCLUSION

In order to move forward with the charging station installation at Memorial Park, PG&E is requiring the proposed resolution adopting the MOA and Absolving Service Agreement. If the Council decides to not approve this resolution, it will likely mean the end of this effort, as avoiding the ROW would incur significant costs that would render this project infeasible.

ATTACHMENTS

Attachment A – Resolution Adopting Memorandum of Agreement

Item #: 1.4

Exhibit 1 to Resolution – Memorandum of Agreement
Exhibit A to MOA – Property Description
Exhibit B to MOA - Absolving Service Agreement

RESOLUTION NO. XXXX

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO ADOPTING THE PROPOSED MEMORANDUM OF AGREEMENT WITH PG&E FOR INSTALLATION OF AN ELECTRICAL SERVICE AT MEMORIAL PARK

WHEREAS, as a prerequisite to installing a new electrical service at Memorial Park, Pacific Gas and Electric Company (PG&E) has proposed the Town enter into the attached Memorandum of Agreement; and

WHEREAS, to facilitate completion of the electrical vehicle (EV) charging stations in Memorial Park, the Town Council wishes to approve the terms and conditions of the Memorandum of Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of San Anselmo that it does hereby approve and adopt the Memorandum of Agreement with PG&E which is attached hereto as Exhibit “A” and incorporated by this reference.

BE IT FURTHER RESOLVED that the Town Manager is hereby authorized and directed to execute documents on behalf of the Town of San Anselmo.

BE IT FURTHER RESOLVED that the Town Council finds that the Council’s adoption of this resolution, which is a required step for the installation of EV charging stations at Memorial Park, is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Categorical Exemption Classes 1, 3, and 4.

- A. Class 1 exempts the operation, repair, maintenance, and/or minor alteration of existing structures, facilities, and/or mechanical equipment involving negligible expansion of existing use (14 CCR § 15301). The Memorial Park parking lot will be altered to include the charging stations, which will involve only negligible expansion of the existing use of the lot. In addition, Class 3 exempts new construction and conversion of small structures and equipment, such as construction of EV charging stations (14 CCR §15303). Lastly, the project falls under Class 4, which exempts minor public or private alterations in the condition of land, including minor trenching (14 CCR §15304).
- B. None of the exceptions to the Class 3 and 4 CEQA Categorical Exemptions apply in this instance, given that: the project will not have an impact on a designated environmental resource of hazardous or critical concern; there are no cumulative impacts to consider because no successive projects are planned in the same location; there is no reasonable possibility that the installation will have a significant impact due to unusual circumstances; no scenic highways are implicated in the project; there is no hazardous waste on the site; and the project will not cause a change in the significance of a historical resource. (14 CCR § 15300.2).

DULY & REGULARLY ADOPTED this 12th day of November, 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

TOWN OF SAN ANSELMO

ATTEST:

Eileen Burke, Mayor

Serge Avila, Town Clerk

RECORDING REQUESTED BY AND RETURN TO:

PACIFIC GAS AND ELECTRIC COMPANY
300 Lakeside Drive, Suite 210
Oakland, CA 94612
Attn: Land Rights Library

Location: City/Uninc _____

Recording Fee \$ _____

Document Transfer Tax \$ 0.00

☐ This is a conveyance where the consideration and
Value is less than \$100.00 (R&T 11911)

☐ Computed on Full Value of Property Conveyed, or

☐ Computed on Full Value Less Liens & Encumbrances
Remaining at Time of Sale

☐ Exempt from the fee per GC 27388.1 (a) (2); This
document is subject to Documentary Transfer Tax

(SPACE ABOVE FOR RECORDER'S USE ONLY)

Signature of declarant or agent declaring tax

LD# 2402-06-10144

AGREEMENT

PM# 35539596

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (“**Memorandum**”) is made by and between TOWN OF SAN ANSELMO, a public body of the State of California (“**Applicant**”) and PACIFIC GAS AND ELECTRIC COMPANY, a California corporation (“**PG&E**”), this _____ of _____, 20__.

RECITALS

WHEREAS, Applicant has requested PG&E to supply electric service (“**Service**”) located within the parcel of land, situated in the Town of San Anselmo, County of Marin, State of California, described as follows:

A portion of a 60’ wide road; commonly known as Los Angeles Boulevard, San Anselmo, California (the “**Property**”), as shown on Exhibit “A” attached hereto and made a part hereof.

NOW THEREFORE, the parties agree that such Service shall be supplied to Applicant subject to the terms and conditions of the Absolving Service Agreement included in Exhibit “B”, attached hereto and made a part hereof.

The provisions hereof shall inure to the benefit of and bind the successors and assigns of the respective parties hereto, and all covenants shall apply to and run with the Property.

This Memorandum may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, Applicant and PG&E have executed this Memorandum as set forth below.

Date: _____

Date: _____

Applicant:

TOWN OF SAN ANSELMO, a public body of
the State of California

PG&E:

PACIFIC GAS AND ELECTRIC COMPANY,
a California corporation

By _____

Print Name

Print Title

Gregory Gillis
Service Planning Supervisor

I hereby certify that a resolution was adopted
on the ____ day of _____, 20____, by the

authorizing the foregoing grant of easement.

By _____



DISTRIBUTION:

- ☐ Applicant (Original)
☐ Division (Original)
☐ Customer Care (Copy)

REFERENCE: PM# 35539596

Absolving Service Agreement

1. Town of San Anselmo
 (Applicant) having requested Pacific Gas and Electric Company (PG&E), to supply all of the Underground Electric service, hereinafter called "service," required for the operation of Applicant's equipment and apparatus, located at Los Angeles Blvd, San Anselmo, Marin County, State of California, PG&E shall, subject to the conditions hereof, install its distribution facilities without undue delay and supply such service in accordance with its applicable rates and rules established from time to time and on file with the Public Utilities Commission of the State of California, and as provided in a written agreement for service, if any, attached hereto and made a part hereof.
2. In order for PG&E to supply and/or for Applicant to receive such service, it will be necessary for (check appropriate item or items)
 - ☐ PG&E to utilize certain of its existing facilities considered by PG&E to be of questionable permanency.
 - ☒ PG&E to install and utilize certain of its facilities on property across which suitable permanent rights of way are not available on a basis acceptable to PG&E.
 - ☐ Applicant to use service facilities owned by the hereinafter named licensor.
 - ☐ Applicant to install and use service facilities on, over, or under property owned by the hereinafter named licensor.

Said facilities and/or property are shown and delineated on the map attached hereto and made a part hereof.
3. Applicant has represented and does hereby represent to PG&E that he has obtained permission to use the said certain service facilities and/or to install and use facilities on, over, and under property owned by the following named Licensor:

NAME N/A

ADDRESS N/A
4. Applicant shall hold harmless PG&E, its officers, agents, and employees from and indemnify them against any liability, claim, or loss for damage to any property or injury to or death of any person or persons in any way arising from or connected with the service facilities owned by Licensor or Applicant, as the case may be, used by Applicant to receive service hereunder and PG&E shall have no obligation with respect to the operation or maintenance thereof.
5. Should PG&E desire to remove or abandon its facilities of questionable permanency or in the event of the revocation of PG&E's or Applicant's right or permission to locate facilities on property owned by others or on lands across which suitable permanent rights of way are not available, or should Applicant's permission to use Licensor's facilities be terminated, or should Licensor's or Applicant's facilities at any time become unsafe or unsuitable in PG&E's opinion for transmitting service, PG&E shall have the right to remove or abandon any of its facilities and discontinue service to Applicant and in any such event, PG&E, shall be absolved of and from any and all liability to Applicant for and Applicant shall indemnify PG&E, its officers, agents and employees against any and all damage, whether to person or property, which Applicant or any third party may suffer by reason of or in any way connected with such discontinuance of service. PG&E will relocate its facilities upon request provided suitable rights of way are available therefore and Applicant first pays to PG&E the cost of such relocation as estimated by PG&E.

† Information collected on this form is used in accordance with PG&E's Privacy Policy.
 The Privacy Policy is available at pge.com/privacy.



Absolving Service Agreement

6. All service furnished by PG&E to Applicant will be supplied at the connection between Applicant's or Licensor's facilities, as the case may be, and PG&E's facilities, hereinafter called "point of delivery," and will be transmitted therefrom by Applicant at latter's own risk, provided, however, that for the convenience of the parties hereto, but without in any way changing said point of delivery PG&E may transform or regulate and meter said service at a point agreeable to the parties hereto.
7. Applicant may, with PG&E's written consent, assign this contract if the assignee thereof will in writing agree to be bound by all terms and conditions hereof applicable to Applicant and the terms and conditions of any then effective service agreement between the parties hereto for service to said property.
8. This agreement shall remain in force so long as PG&E provides service to Applicant on said property unless earlier terminated by mutual agreement by the parties hereto.
9. This contract shall at all times be subject to such changes or modifications by the Public Utilities Commission of the State of California, as said Commission may, from time to time, direct in the exercise of its jurisdiction.

Executed this _____ day of _____, 20____

This agreement is effective when accepted and executed by PG&E.

Town of San Anselmo
Customer/Company

Authorized by (Print)

Signature

Title

Date

PACIFIC GAS AND ELECTRIC COMPANY

Gregory Gillis
Authorized by (Print)

Signature

Service Planning Supervisor
Title

Date

Applicant's Mailing Address
525 San Anselmo Avenue, San Anselmo CA 94960

Attach to LD: 2402-06-10144

Area, Region or Location: 7

Land Service Office: Santa Rosa

Line of Business: Electric Distribution (43)

Business Doc Type: Agreements

MTRSQ: (24.02.06.31.11) Rancho Canada de Herrera

FERC License Number: N/A

PG&E Drawing Number: N/A

Plat No.: TT3201

LD of Affected Documents: N/A

LD of Cross Referenced Documents: N/A

Type of interest: Absolving Service Agreements (37), Memorandum of Agreements (39)

SBE Parcel: N/A

% Being Quitclaimed: N/A

Order or PM: 35539596

JCN: N/A

County: Marin

Utility Notice Number: N/A

851 Approval Application No: N/A ;Decision: N/A

Prepared By: AEBJ

Checked By: CSSB cssb

Approved By: F1GL FG (MOA not for a fee owned parcel)

Revised by:

PW: \Archive\R_W 2024\Marin\35539596 - 20 Veterans Place, San Anselmo\

\Deliverables

STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 3.3

MEETING DATE: November 12, 2024

AGENDA TITLE: Downtown San Anselmo Active Transportation Safety and Circulation Study

FROM: Scott Schneider, Department of Public Works

RECOMMENDATION:

1. Accept presentation and report for the Downtown San Anselmo Active Transportation Safety and Circulation Study.
 2. Review recommendations and direct staff to pursue selected improvements throughout the downtown corridor.
 3. Find the recommended project categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301.
-

BACKGROUND

At the February 14, 2023, Town Council meeting, Councilmember Colbert requested that the Council discuss bicycle and pedestrian safety in the downtown area and have staff come back with options for downtown circulation focusing on safety. The Council supported this request. Staff requested a scope of work from Parametrix, which was approved at the October 10, 2023, Council meeting.

Based on input from Councilmember Colbert and Parametrix, the study area includes Cedar Street on the west, San Rafael Avenue on the north, San Anselmo Avenue on the east, down to Bolinas Avenue on the south. In addition, Sycamore Avenue was added to the scope due to requests from neighbors for traffic calming.

The purpose of the study is to develop safety and circulation improvements for the downtown core, and to improve access and comfort for people using all modes to navigate downtown San Anselmo.

San Anselmo Avenue through downtown is a major bicycle route (Countywide Route 20) connecting the towns of Ross and Fairfax. Cedar Street is on the San Anselmo School Bike Spine. In the fall of 2020, the weekend daytime counts included more than 2,100 pedestrians and almost 1,700 bicyclists along San Anselmo Avenue at Tunstead Avenue.

In addition, San Anselmo Avenue in the downtown area is listed as a High Collision Network segment in the Local Road Safety Plan prepared by the Transportation Authority of Marin.

Parametrix reviewed the latest available traffic collision data (2019-2023) in the study area. In addition, staff and Parametrix logged data for a cut-through traffic study, with the results showing about 40 percent of vehicles entering San Anselmo Avenue at Center Boulevard or Bridge Avenue did not stop for shopping or dining, but rather continued on and exited to Sir Francis Drake Boulevard at Tunstead Avenue.

On Sycamore Avenue, a speed survey indicated that the 85th percentile speed was 27/28 miles per hour, and more than several vehicles were surveyed at 30-35 mph during the day. Through the Traffic Calming Program, staff installed four sets of speed humps between Center Boulevard and Madrone Avenue, and will do another speed survey to document any changes in driving behavior. If the speeds are not reduced to the goal speed of 20 mph, staff recommends considering additional traffic calming measures such as fog line striping.

In addition, staff and Parametrix have noted other needed improvements on Sycamore Avenue such as a sidewalk gap closure (near Madrone Avenue), repair of sidewalk tripping hazards, and sight distance issues at driveways. The Town will be applying for grant funds for the sidewalk installation, and notices of abatement will be sent to property owners to address tripping hazards and driveway view corridor issues.

DISCUSSION

Parametrix compiled collision data for the last five years, assessed vehicle speeds and volumes, made site visits to assess bicycle and pedestrian facilities, and compiled short and long-term improvements to enhance active transportation (bicycle and pedestrian travel) safety in the area.

Two initial community meetings were held (in April and September 2024) to gather feedback from the public on downtown safety and circulation issues. In addition, the project team attended a Chamber of Commerce meeting on October 17, 2024, to hear from the merchants on issues important to them.

A final community meeting was held on October 24, 2024, to present initial findings and several possible layouts for reallocation of the space along the roadway. There was general support by those present for widening the sidewalks, particularly between Tunstead Avenue and Tamalpais Avenue.

ANALYSIS

At the community meetings, staff heard from residents about issues downtown, specifically bicycle safety issues, the need for pedestrian crossing improvements, and the desire to reduce vehicle congestion on San Anselmo Avenue.

At the Chamber of Commerce meeting, staff heard from merchants regarding lack of enforcement of moving violations and parking duration, weekend cyclists not stopping at stop signs, need for improved lighting, as well as strong support for maintaining the existing circulation (against conversion to one-way).

At the community meeting in October, Parametrix presented a list of possible safety and parking improvements they referred to as “Short Term Targeted Improvements” that include improving sight lines, changes to curb ramps and crosswalks, loading zone reconfiguration, parking stall reconfiguration, improved lighting, removal of sidewalk obstructions, as well as removing parking spaces in front of crosswalks that are required by Assembly Bill 413 “Daylighting”.

AB 413 requires that no vehicle park or stop along the curb for the first 20 feet approaching a marked or unmarked crosswalk (or 15 feet in front of a bulb out) to improve safety of pedestrians crossing the street. The law is in effect now, and similar to parking in front of fire hydrants, the curb does not need to be painted red for parked vehicles to be cited (although only warnings can be issued until January 1, 2025 if the curb is not painted red). For ease of compliance and enforcement, the Town has begun painting red curbs at all areas that require daylighting.

Town staff have marked (red-curbed) most of the affected intersections throughout town except for the downtown area. Daylighting along San Anselmo Avenue between San Rafael Avenue and Bolinas Avenue will result in approximately 9 parking spaces being removed from the parking inventory. To prevent the spaces from becoming temporary drop-off or loading zones, bicycle racks or planters will be installed in the locations. Staff expects that paid parking on the Avenue (approved by Town Council) will help reduce demand along San Anselmo Avenue and will somewhat mitigate the reduced parking inventory.

RECOMMENDATIONS

The following recommendations will be presented at the Council meeting:

R1: Construction of the Short Term Targeted Improvements including daylighting and installation of bicycle parking, signage and striping modifications, parklet modifications, curb ramp and cross walk improvements, etc.

Town staff further recommends further study of near- to medium-term improvements, including:

R2: Design and pilot potential improvements at the San Anselmo Avenue/Tunstead Avenue intersection.

R3: Study of the feasibility of raised crossings for traffic calming.

R4: Study enhancing lighting along San Anselmo Avenue.

R5: Study specific locations for sidewalk obstruction removal.

Longer-term recommendations:

R6: Consider a potential long-term project to widen sidewalks on San Anselmo Avenue from Tunstead Avenue to Tamalpais Avenue and possibly further to San Rafael Avenue.

Cedar Street:

R7: Conduct further study of raised intersections to provide additional traffic calming.

Sycamore Avenue:

R8: Monitor the success of recent speed hump installations and consider additional traffic calming remedies if needed.

General Study Area Recommendations:

G1: Evaluate additional enforcement needs for traffic safety and parking.

G2: Implement localized daylighting and sight line improvements as necessary.

FISCAL IMPACT

The cost of the short term targeted improvement projects is fairly minimal, and can be done using existing maintenance funding (for red curbs and other signing/striping), and Active Transportation funding (for crosswalk enhancements, bicycle racks, curb ramp improvements, etc).

Longer term projects such as sidewalk widening would require design funds (likely in the \$50,000 to \$75,000 range) to analyze and scope the project to determine rough final design and construction estimates (likely in the \$1 to 2 million range), and could be budgeted in future Capital Improvement Programs.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Town finds the short term targeted improvements to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because it involves maintenance of existing streets, will not create additional automobile lanes and involves negligible or no expansion of use. (14 Cal. Code Regs. §

15301). None of the exceptions to this Class 1 categorical exemption apply in this instance (14 Cal. Code Regs. § 15300.2). Specifically, successive projects of the same type in the same location will not cause significant cumulative impacts, as there are no successive projects planned at this time. There are no unusual circumstances presented by this project and the project will not result in damage to scenic resources within a designated state scenic highway. Finally, the project will not cause a substantial adverse change in the significance of a historical resource, as no historical resources will be impacted.

The short term targeted improvements consist of street and sidewalk improvements that address San Anselmo's Climate Action Plan 2030, specifically CAP Measures T-2 (biking) and T-3 (walking).