



525 San Anselmo Avenue
San Anselmo, CA 94960

Town Council

Agenda

Tuesday, March 8, 2022

7:00 PM

Town Council Chambers

<https://us02web.zoom.us/j/89277419792>

Or Telephone: +1 669 900 6833 | Webinar ID: 892 7741 9792

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 computer

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

1. 6:45 PM Interview applicant for the Financial Advisory Committee and the Capital Programs Monitoring Committee

Attachments: [Staff Report](#)

[Attachment 1 - Board and Commission Status Report](#)

[Attachment 2 - Berkson FAC](#)

[Attachment 3- Berkson CPMC](#)

[Attachment 4 - Resume](#)

Call to Order

Open time for public expression.

Council requests for future agenda items.

2. **Consent Agenda:**
-

- 2.1. Minutes of February 22, 2022.

Attachments: [Minutes - February 22, 2022](#)

- 2.2. Adopt the resolution increasing the membership of the Arts Commission from seven (7) to nine (9) seats.

Attachments: [Staff Report](#)
[Arts Commission Resolution](#)

- 2.3. Consider Adoption of Resolution to Allow for Virtual Town Council, Board and Commission Meetings in Compliance with AB 361.

Attachments: [Staff Report](#)
[Resolution](#)

- 2.4. Appoint applicant to the Financial Advisory Committee and Capital Programs Monitoring Committee

Attachments: [Staff Report](#)
[Attachment 1 - Board and Commission Status Report](#)
[Attachment 2 - Berkson FAC](#)
[Attachment 3- Berkson CPMC](#)
[Attachment 4 - Resume](#)

- 2.5 Consider entering into a Joint Exercise of Powers Agreement for the Processing of Parking Citation

Attachments: [Staff Report](#)
[Attachment 1 - Marin Parking JPA](#)
[Attachment 2 - Marin Parking JPA Resolution](#)

Council Items:

3. School Bike Spine

Attachments: [Staff Report](#)
[School Bike Spine route](#)

4. Receive Report on Economic Development Committee 2022 Action Plan

Attachments: [Staff Report](#)
[Attachment 1 EDC Action Plan 2022](#)

5. New Residential Construction Electrification

Attachments: [Staff Report](#)

6. Discussion of appointments to a newly formed Marin County Council of Mayors and Councilmembers' City/County Services Subcommittee.

Attachments: [Staff Report](#)

7. June 7, 2022 Election - Ballot Argument for RVPA Measure

Attachments: [Staff Report](#)

Adjourn in Memory of Carter Coleman

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Town Staff at email ckacmar@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 Tuesday, March 22, 2022.

I certify that this agenda was posted on the Public Notice Bulletin Board on or before Friday, March 4, 2022.

Carla Kacmar, Town Clerk



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 1.

SUBJECT:

Interview applicant for the Financial Advisory Committee and the Capital Programs Monitoring Committee

6:45 PM Richard Berkson

Board, Committee, Commission <i>(total seats)</i>	Seats Expiring/ Vacant	Applicants	Term (Yrs)¹	Date of Interview
Arts Commission 7 seats + youth Dannielle Mauk <i>(Temporary Expansion to 8 seats)</i>			3	
Bicycle and Pedestrian Committee 7 seats Sean Condry			4	
Board of Review 5 seats Jeff Zuba	2		6	
Capital Programs Monitoring Committee 7 seats Sean Condry	4	Richard Berkson	4	3/8
Economic Development Committee 7 seats Elise Semonian			3	
Financial Advisory Committee 5 seats Jeff Zuba <i>(Temporary Expansion to 6 seats)</i>	2	Richard Berkson	3	3/8
Flood Committee 7 seats Sean Condry	2		4	
Historical Commission 11 seats+ youth Linda Kenton			4	
Library Advisory Board 7 seats+ youth Linda Kenton			4	
Library Tax Oversight Committee 5 seats Linda Kenton			3	
Marin Commission On Aging 1 seat			3	
Mosquito Abatement District 1 seat			2-4	
Open Space Committee 11 seats + youth Elise Semonian			4	
Parks & Recreation Commission 7 seats + youth Dannielle Mauk	1		4	
Planning Commission 7 seats Elise Semonian	1	Kim Pipkin	4	
Racial Equity Ad Hoc Committee			1	
Climate Action Commission 7 seats+ youth Elise Semonian	2		3	
Ross Valley Paramedic Authority 1 seat			4	
Tax Equity Board 3 seats Jeff Zuba	1		3	

* Incumbent

¹ Per Commission Guidelines, differing term lengths may be allowed to accomplish a staggering of the appointment schedule.

Print**Boards & Committee Applications - Submission #1442**

Date Submitted: 2/9/2022

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

2/09/2022

**I wish to apply for an
appointment to a term/balance***

Finance Advisory Committee

**Name***

Richard Berkson

Home Address*

34 Terrace Ave.

Occupation*

Urban Economics Consultant

Employer's Address

34 Terrace Ave.

Home Phone*

5106126906

Work Phone

5106126906

Cell Phone

5106126906

E-Mail*

Richard@BerksonAssociates.com

Number of years as resident of San Anselmo*

26

Number of years as a resident in Marin*

26

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:**1.) Name***

Patrick Knight

1.) Phone*

415-250-1018

2.) Name*

Yolanda Fletcher

2.) Phone*

415-203-9932

3.) Name*

Steve Vance

3.) Phone*

415-453-9477

I would be able to regularly attend the meetings of this Board/Commission/Committee.*☒ YES☐ NO**I would be available to attend additional meetings when they are necessary.***☒ YES☐ NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- ☒ YES
☐ NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ☒ YES
☐ NO

List briefly, previous experience serving the public office, and/or civic commissions,boards, or committees.*

Served two prior consecutive terms on the San Anselmo Capital Program Monitoring Committee (now applying to continue). Served on the San Anselmo Ad Hoc Finance Advisory Committee and current term on the ongoing Financial Advisory Committee (now applying to continue). Regular participant and contributor to the San Anselmo Economic Development Committee (drafted current Economic Development Plan and assisted with creation of Action Plan).

Reasons for this appointment.*

I wish to build on my prior experience on this committee and contribute my knowledge gained from participation in other committees.

What are your qualifications for this appointment.*

Prior terms on the CPMC, membership on the Financial Advisory Committee, and professional experience related to capital facilities planning and finance.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?

Renewal (and possible increase) of Measure D, and continuing improvement in financial transparency, efficient and effective Town functions, and communication with the public.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- ☒ YES
☐ NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Berkson.pdf

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact Carla Kacmar, at ckacmar@townofsananselmo.org or 415-258-4660.

Print**Boards & Committee Applications - Submission #1423**

Date Submitted: 1/28/2022

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

1/28/2022

**I wish to apply for an
appointment to a term/balance***

Capital Program Monitoring Committee

**Name***

Richard Berkson

Home Address*

34 Terrace Ave.

Occupation*

Urban Economics Consultant

Employer's Address

self-employed

Home Phone*

5106126906

Work Phone

5106126906

Cell Phone

5106126906

E-Mail*

BERKSON.RICHARD@GMAIL.COM

Number of years as resident of San Anselmo*

26

Number of years as a resident in Marin*

26

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:**1.) Name***

Patrick Knight

1.) Phone*

415-250-1018

2.) Name*

Yolanda Fletcher

2.) Phone*

415-203-9932

3.) Name*

Steve Vance

3.) Phone*

415-453-9477

I would be able to regularly attend the meetings of this Board/Commission/Committee.*☒ YES☐ NO**I would be available to attend additional meetings when they are necessary.***☒ YES☐ NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- ☒ YES
☐ NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ☒ YES
☐ NO

List briefly, previous experience serving the public office, and/or civic commissions, boards, or committees.*

Served two prior consecutive terms on the San Anselmo Capital Program Monitoring Committee (CPMC). Served on the San Anselmo Ad Hoc Finance Advisory Committee and now on the ongoing Financial Advisory Committee. Regular participant and contributor to the San Anselmo Economic Development Committee (drafted current Economic Development Plan and assisted with creation of Action Plan).

Reasons for this appointment.*

I wish to build on my prior experience on this committee and contribute my knowledge gained from participation in other committees.

What are your qualifications for this appointment.*

Prior terms on the CPMC, membership on the Financial Advisory Committee, and professional experience related to capital facilities planning and finance.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

The committee needs to expand its relevance beyond just an annual review of Measure D expenditures, for example, by engagement with the Financial Advisory Committee (e.g., joint meetings) and greater involvement in providing input to capital program more frequently than once/year.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- ☒ YES
☐ NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Berkson.pdf

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact Carla Kacmar, at ckacmar@townofsananselmo.org or 415-258-4660.



Richard Berkson

Principal, Berkson Associates

EDUCATION

Master of Public Policy,
University of California,
Berkeley

Bachelor of Arts in Social
Science, University of
California, Berkeley

Undergraduate study in
Engineering, Massachusetts
Institute of Technology
(3 semesters)

AFFILIATIONS

CALAFCO,
Associate Member

PUBLIC SERVICE

Capital Program Monitoring
and Fiscal Advisory
Committees; authored the
Economic Development Plan
for the Town of San Anselmo

HONORS AND AWARDS

Anaheim, CA, honoring
contribution to the success of
the Anaheim Resort Project

PRIOR EMPLOYMENT

Founding Principal,
Economic and Planning
Systems, Inc. (EPS)



ABOUT

Richard Berkson, Principal of Berkson Associates, believes that sound policies and strategies require careful consideration of causality, creative problem solving, and incentive-based solutions. His practice is founded on 30+ years of experience providing clear and concise fiscal and financial analysis based on a solid understanding of local government organization (e.g., formation, annexation, and consolidation), capital improvement policy and programming, and urban economics (demographics, market & financial analysis).

EXPERTISE

Government Organization

Prepares governance feasibility and special studies addressing municipal incorporation, annexations, service reviews and special studies, special district formations, dissolutions and consolidations, and assists in the preparation of intergovernmental agreements including tax sharing. Creates detailed pro forma operational and capital budgets as well as analysis of reorganization issues, options and impacts upon existing agencies, and develops sustainable mitigation measures.

Fiscal and Economic Analysis

Analyzes and predicts fiscal and economic impacts of land uses, developments, and policies on municipal budgets. Designs fiscal models to evaluate public service and financing and develops financial indicators of long-term fiscal sustainability. Forecasts budgets, fiscal and service impacts and develops strategic plans.

Public Finance

Prepares financing strategies and plans for a wide variety of public services and infrastructure projects, including development project-related infrastructure, area-wide capital improvement programs, public safety, and recreation facilities, as well as specific infrastructure projects. Financing techniques applied include formulation of area-specific and facility-specific development impact fees, special tax bonds, sales tax measures, and Infrastructure Financing Districts.

Market and Financial Analysis

Evaluates the market feasibility of a wide range of uses, including recreation, residential, office, industrial, retail, and hotel, as a part of development proposals, specific and general plans, and governance studies. Prepares initial market reviews as well as detailed pricing and absorption estimates, demographic forecasting, and development strategies. Constructs pro forma financial analysis of large-scale mixed-use projects, as well as individual business proposals.

Policy Forensics and Forecasting
Understanding the Past, Managing the Future

34 Terrace Avenue ■ San Anselmo, CA 94960
510.612.6906 ■ Richard@BerksonAssociates.com

Town of San Anselmo

*525 San Anselmo Avenue
San Anselmo, CA 94960*



Minutes

Tuesday, February 22, 2022

7:00 PM

Town Council Chambers

Town Council

1. 6:20 PM Interviews with applicants to the Historical Commission, Climate Action Commission and Marin Commission on Aging.

Attachments: [Staff Report](#)
 [Attachment 1 - Board and Commission Status Report](#)
 [Attachment 2 - Gene Ng](#)
 [Attachment 3 - Michael Kamerick](#)
 [Attachment 4 - Alex Friedman](#)
 [Attachment 5 - Kimberly Norton](#)

7 PM Call to Order

PRESENT: Mayor Alexis Fineman, Eileen Burke, Ford Greene, and Brian Colbert

ABSENT: Vice Mayor Steve Burdo

Open time for public expression.

Councilmember Colbert led the pledge of allegiance.

Anne Politzer and Fran Farmer were in support of rotating Council committee assignments.

Benedetto Cico, Chamber of Commerce, spoke of concerns regarding the new business license renewal company.

Council requests for future agenda items.

Councilmember Greene wanted staff to address the issue with the transition of the business license system.

Councilmember Colbert spoke of the Marin Economic Recovery Task Force and received an update from the Public Health Department and the economic vitality strategy plan. Colbert mentioned that there was a micro business COVID-19 Relief grant program through the Marin County Small Business Development Center.

Councilmember Burke felt the new business license system was easy to work with and that was a really good program and cost efficient for the town and just needed some bugs worked out. Burke took a field trip to Marin Sanitary. Burke spoke of the ongoing work at Millennium Playground. Burke mentioned some achievements of the local soccer and basketball teams.

Mayor Fineman mentioned the Marin County Council of Mayors and Councilmembers Water Policy Ad Hoc Committee had a meeting with Congressman Jared Huffman who provided his view of the local water situation in Marin and also some advice for how to move forward to ensure potable water is available to the community. Fineman mentioned that the Measure D subcommittee met last week with the Town Manager and Finance Director and the polling agency. Fineman spoke of a parklet that had caused concerns within the community. Fineman requested staff work on the implementation of the new business license software to make sure that it's a smooth transition to the new platform.

Town Manager Donery stated there may be a delay in the Flood Zone 9 project from 2022 to 2023.

2. Consent Agenda:

- 2.1. Approve minutes of February 8, 2022.

Attachments: [Minutes - February 8, 2022](#)

- 2.2. Consider supporting Digital Marin Strategic Plan.

Attachments: [Staff Report](#)
[Attachment 1 Resolution](#)
[Attachment 2 Marin County Staff Report](#)
[Attachment 3 Digital Marin Strategic Plan](#)

- 2.3. Revenue and Expenditure Reports, January 2022

Attachments: [Staff Report](#)
[Budget Comparison Report - San Anselmo, CA Sub](#)
[Budget Comparison Report - San Anselmo, CA Dept](#)

- 2.4. January 2022 Financial Report on Recreation Fund

Attachments: [Staff Report](#)
[Jan 2022-Attachment](#)

- 2.5. Special Event Application - LONGWAY Block Party

Attachments: [Staff Report](#)
[Attachment 1 - Community-Based Event Application](#)
[Public Comment](#)

With regard to Item 2.5, Councilmember Burke received an email from Laurie Berliner suggesting the Town should send out notices about the street closure. Mauk stated the owner of Longway distributed a notice but will make it a larger area. Colbert felt business owners should take ownership of the process.

M/s, Ford Greene, Eileen Burke, to approve Special Event Application for a LONGWAY Block Party.

AYE: Mayor Fineman, Burke, Greene, and Colbert

NO: None

ABSENT: Vice Mayor Burdo

- 2.6. Review the report from a Marin Municipal Water District representative.

Attachments: [Staff Report](#)
 [Attachment 1](#)

Councilmember Burke pulled Item 2.5.

M/s, Ford Greene, Brian Colbert, to approve consent items 2.1, 2.2, 2.3, 2.4 and 2.6.

AYE: Mayor Fineman, Burke, Greene, and Colbert

NO: None

ABSENT: Vice Mayor Burdo

Council Items:

3. Appoint applicants to the Marin Commission on Aging, Climate Action Commission and Historical Commission

Attachments: [Staff Report](#)
 [Attachment 1 -Board and Commission Status Report](#)
 [Attachment 2 - Gene Ng](#)
 [Attachment 3 - Michael Kamerick](#)
 [Attachment 4 - Alex Friedman](#)
 [Attachment 5 - Kimberly Norton](#)
 [Attachment 6 - Richard Storms](#)
 [Attachment 7 - Carol Acquaviva](#)

Town Clerk Kacmar presented the staff report.

M/s, Ford Greene, Eileen Burke, to appoint applicants to the Marin Commission on Aging, Climate Action Commission and reappoint incumbents to the Historical Commission

AYE: Mayor Fineman, Burke, and Greene

NO: None

ABSENT: Vice Mayor Burdo, and Colbert

4. Consider approval of the resolution calling and giving notice of the holding of an election to be held on June 7, 2022 and requesting the Board of Supervisors of the County of Marin to Consolidate said election; and authorize the Town Clerk or her duly authorized officers and agency to carry out all the necessary procedures for said election submitting to the voters the question relating to a special tax for paramedic services.

Attachments: [Staff Report](#)
 [Attachment 1 - Resolution calling election](#)
 [Exhibit A - RVPA Tax Measure](#)
 [Attachment 2 - ILG Ballot Measure Guidance](#)

Town Clerk Kacmar presented the staff report.

M/s, Ford Greene, Eileen Burke, to approve the Resolution No. 4414 calling and giving notice of the holding of an election to be held on June 7, 2022 and requesting the Board of Supervisors of the County of Marin to Consolidate said election; and authorize the Town Clerk or her duly authorized officers and agency to carry out all the necessary procedures for said election submitting to the voters the question relating to a special tax for paramedic services.

AYE: Mayor Fineman, Burke, and Greene

NO: None

ABSENT: Vice Mayor Burdo, and Colbert

5. POSTPONED TO A FUTURE MEETING: Award of Bike Spine Project.
6. Consider Adoption of Resolution Defining the Framework for the San Anselmo Arts Commission and Provide Feedback to Staff Re: Murals.

Attachments: [Staff Report](#)
 [Resolution Defining the Framework for the San Anselmo Arts Commission](#)
 [Redlined Copy of Resolution Compacted with Resolution No. 4313 Defining the Framework for the San ANselmo Arts Commission](#)

Supervisor O'Grady presented the staff report.

Fran Farmer and Ann Politzer were in support of the Council creating a process around art on private and public property.

The Council was not in support as it was presented and wanted a remedy for an aggrieved party. Fineman did not think it is appropriate for the Council to uphold an appeal to burden the Arts Commission with a project, but the result of the appeal should authorize staff time and town resources.

M/s, Ford Greene, Eileen Burke, to Consider Adoption of Resolution Defining the Framework for the San Anselmo Arts Commission and Provide Feedback to Staff Re: Murals.

AYE: Mayor Fineman, Burke, and Greene

NO: None

ABSENT: Vice Mayor Burdo, and Colbert

7. 89 Woodside Drive, Assessor's Parcel No. 005-273-03, request for setback variances to construct a 557 square foot garage and 232 square foot garage loft. The application includes a request to rescind a 1977 Town Council condition of approval that prohibited construction of a garage over the parking slab.

Attachments: [Staff Report](#)
[Attachment 1 Proposed Plan](#)
[Attachment 2 Standard Planning Conditions](#)
[Attachment 3 Photos of Story Poles](#)
[Attachment 4 Project History](#)
[Attachment 5 Existing and Proposed Conditions at site](#)

Planning Director Semonian made a presentation.

M/s, Ford Greene, Eileen Burke, to 89 Woodside Drive, Assessor's Parcel No. 005-273-03, request for setback variances to construct a 557 square foot garage and 232 square foot garage loft. The application includes a request to rescind a 1977 Town Council condition of approval that prohibited construction of a garage over the parking slab.

AYE: Mayor Fineman, Burke, and Greene

NO: None

ABSENT: Vice Mayor Burdo, and Colbert

9. Discussion of appointments to a newly formed Marin County Council of Mayors and Councilmembers' City/County Services Subcommittee.

Attachments: [Staff Report](#)

Town Clerk Kacmar presented the staff report.

Council directed staff to bring the item back at the next Council meeting.

M/s, Eileen Burke, Ford Greene, to continue discussion of appointments to a newly formed Marin County Council of Mayors and Councilmembers' City/County Services Subcommittee.

AYE: Mayor Fineman, Burke, and Greene

NO: None

ABSENT: Vice Mayor Burdo, and Colbert

8. Introduction and First Reading of Amendments to Municipal Code Title 3 "Public Safety" Chapter 5 "Traffic" Article 17 "Removal of Abandoned, Wrecked, Dismantled, or Inoperative Vehicles from Private or Public Property; and Title 3 "Public Safety" Chapter 3 "Fire Prevention" Article 6 "Abatement of Fire Hazards Associated with Flammable

Vegetation and Other Materials”

Attachments: [Staff Report](#)
 [Item 8 Attachment 1 - Draft Ordinance.pdf](#)

Public Works Director Condry presented the staff report.

M/s, Eileen Burke, Ford Greene, to deny Introduction and First Reading of Amendments to Municipal Code Title 3 “Public Safety” Chapter 5 “Traffic” Article 17 “Removal of Abandoned, Wrecked, Dismantled, or Inoperative Vehicles from Private or Public Property; and Title 3 “Public Safety” Chapter 3 “Fire Prevention” Article 6 “Abatement of Fire Hazards Associated with Flammable Vegetation and Other Materials”. The motion failed

AYE: Burke, and Greene

NO: Mayor Fineman

ABSENT: Vice Mayor Burdo, and Colbert

Adjourn

Adjourn in memory of Ted Freeman.



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 2.2.

FROM:

Carla Kacmar, Town Clerk

SUBJECT:

Adopt the resolution increasing the membership of the Arts Commission from seven (7) to nine (9) seats.

RECOMMENDATION

That Council adopt the resolution increasing the membership of the Arts Commission from seven (7) to nine (9) seats.

BACKGROUND

The Town currently has an Arts Commission that operates under [Resolution No. 4313](https://www.townofsananselmo.org/DocumentCenter/View/25395/Reso-4313) [\(<https://www.townofsananselmo.org/DocumentCenter/View/25395/Reso-4313>\)](https://www.townofsananselmo.org/DocumentCenter/View/25395/Reso-4313). At the Arts Commission meeting of February 16, 2022, the commission members voted to increase the commission by two seats.

DISCUSSION

The current Arts Commission resolution allows for 7 members to serve on the commission, with the requirement that not more than 4 of those members be non-residents of San Anselmo.

With the increase of the Arts Commission seats, the requirement for not more than 4 of those members be non-residents of San Anselmo will also need to be increased. The proposed resolution has increased the requirement to not more than 5 members being non-residents of San Anselmo.

FISCAL IMPACT

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

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).

CONCLUSION

The membership change has been approved by the Arts Commission; therefore, staff recommends that Council adopt the resolution re-establishing the parameters of the Arts Commission.

RESOLUTION NO.

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO REVISING
RESOLUTION NO. 4313 DEFINING THE FRAMEWORK FOR THE SAN ANSELMO ARTS
COMMISSION**

WHEREAS, the growth and flourishing of art and culture enhances the quality of life in a community, and contributes to the public's enjoyment of life, education, sense of community pride, and local identity; and

WHEREAS, the encouragement of art and culture is an appropriate matter of concern of the Town; and

WHEREAS, the Town's prestige and general welfare will be promoted by providing recognition that art and culture, and the creative spirit which motivates them and which they personify, are valued as an essential part of the Town's resources; and

WHEREAS, San Anselmo has a rich history of citizen involvement and volunteerism; and

WHEREAS, the San Anselmo Art Commission has been in existence for many years and a need to update the guidelines for community service has been identified.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Town Council re-establishes the parameters of the San Anselmo Arts Commission, as follows:

1. Charge: To add to the cultural character of the Ross Valley through any form of artistic expression.
2. Purpose:
 - a. Act in an advisory capacity to the San Anselmo Town Council on artistic, aesthetic, and other cultural aspects of community life.
 - b. Work cooperatively with Recreation Department staff, Community Services Director, and the Parks and Recreation Commission, and other public and private organizations in promoting art and cultural activities with the Ross Valley.
 - c. Encourage public-private partnerships, including the raising of funds, to assure the survival of the arts in the Ross Valley.
 - d. Report projects, shows, future endeavors, etc. to the San Anselmo Town Council on a semi-annual basis.

3. Goals:
 - a. Providing a structure to facilitate the creation of art in all disciplines in the community to provide enrichment and enjoyment for the public.
 - b. Promoting and exhibiting art and cultural works produced by Ross Valley artists.
 - c. Promoting art education in the community and supporting art education in the schools using art displayed as a community outreach project.
 - d. Using funds raised by the commission for the development and implementation of projects and programs that promote the purpose of the commission.
 - e. Establishing a relationship between artists and the local business community.
 - f. Organizing local community resources to better serve local artists and art groups in the Ross Valley and its citizens.
4. Organization: Commission membership shall consist of nine (9) members appointed by the Town Council and shall serve without pay. The Council shall consider, but is not restricted to, the following criteria in making appointments to the commission:
 - a. Residency in the Ross Valley. No more than five (5) members of the commission shall be non-residents of the Town.
 - b. Representation to include a wide range of residents, with a variety of art disciplines and ability levels on the Commission.
 - c. Availability of time to participate actively as a working member of the commission, and to represent a broad cross section of interests.
5. Guidelines: The guidelines for the commission is as follows:
 - a. The commission shall annually elect a chairperson, vice chairperson, secretary, and such other officers as deemed necessary for the efficient functioning of the commission.
 - b. All meetings of the commission shall be public. Regular meetings shall be held no less frequently than quarterly at a scheduled time and place in the Ross Valley.
 - c. Except as herein limited, the commission shall follow Rosenberg's Rules of Order.
 - d. The Commission may establish Ad Hoc Committees as it deems necessary to accomplish its goals and objectives.
6. Terms: Members will serve three (3) one-year terms, except when a member is appointed for a shorter period to fill the end of a vacated term. A goal is to stagger the appointment schedule so that no more than one-half of the seats shall expire in any one year. Any member who misses more than three (3) unexcused consecutive meetings will be removed from the commission.

7. Brown Act: All meetings of the Commission shall be public and noticed on the public notice bulletin board.

I hereby certify that the foregoing resolution was duly passed and adopted at the regular meeting of the San Anselmo Town Council on March 8, 2022, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Alexis Fineman, Mayor

Carla Kacmar, Town Clerk



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 2.3.

FROM:

Carla Kacmar, Town Clerk

SUBJECT:

Consider Adoption of Resolution to Allow for Virtual Town Council, Board and Commission Meetings in Compliance with AB 361.

RECOMMENDATION

That the Town Council adopt the attached resolution making findings pursuant to AB 361 to support continued use of teleconferencing/videoconferencing to hold public meetings of the Town Council and Town boards, commissions, and committees during the continuing state of emergency proclaimed by Governor Newsom on March 4, 2020. (Attachment 1).

BACKGROUND

On March 4, 2020, Governor Newsom declared a state of emergency pursuant to Government Code section 8625 due to COVID-19. Recognizing the need to promote social distancing while allowing local legislative bodies to continue operating during the emergency, Governor Newsom signed Executive Orders N-25-20, N-29-20, and N-08-21, which suspended provisions of the Brown Act. Those Orders permitted legislative bodies to hold virtual meetings; however, the relevant provisions expired on September 30, 2021.

On September 16, 2021, Governor Newsom signed AB 361, which extends the authority of public agencies to conduct meetings by teleconference, including video conference, during State-declared emergencies. Specifically, the bill provides that a legislative body may hold virtual meetings where there is a proclaimed state of emergency and state or local officials have imposed or recommended measures to promote social distancing. (Cal. Gov. Code § 54953(e)(1)(A)).

On September 22, 2021, the Marin County Director of Health & Human Services, Benita McLarin, sent a letter to the Marin County Board of Supervisors recommending continued social distancing for local government meetings.

Local government meetings are indoor meetings that are sometimes crowded, involve many different and unfamiliar households, and can last many hours. Given those circumstances, I recommend a continued emphasis on social distancing measures as much as possible to make public meetings as safe as possible. These measures can include using video/tele- conferencing when it meets community needs and spacing at in-person meetings so that individuals from different households are not sitting next to each other.

On November 26, 2021, the World Health Organization classified a new variant, B.1.1.529, as a Variant of Concern and named it Omicron and on November 30, 2021, the United States also classified it as a Variant of Concern. On December 1, 2021, the California and San Francisco Departments of Public Health confirmed that a recent case of COVID-19 in California was caused by the Omicron variant. Omicron is more contagious than previous variants and spread rapidly. On January 10, 2022, the U.S. reported 1,400,000 positive COVID cases in a single day.

On October 12, 2021, November 9, 2021, December 14, 2021, January 11, 2022, and February 8, 2022, the Town Council adopted resolutions with the requisite findings that the state of emergency is in effect, that measures to promote social distancing are still being recommended by local officials, and that the state of emergency directly impacts the ability of the public and the members of the Town's Council, boards, commissions and committees to meet safely indoors in person.

AB 361 requires the Town Council to make these findings every thirty days if it desires to continue meeting virtually. (Cal. Gov. Code § 54953(e)(3)).

FISCAL IMPACT

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

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).

CONCLUSION

Staff respectfully requests that the Council adopt the attached resolution to allow for continued use of video/teleconferencing for public meetings.

RESOLUTION NO.

RESOLUTION REGARDING TELECONFERENCE AND VIDEOCONFERENCE MEETINGS DURING THE COVID-19 STATE OF EMERGENCY

WHEREAS, on March 4, 2020, Governor Newsom proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code Section 8625, that a state of emergency exists due to a novel coronavirus (COVID- 19); and

WHEREAS, on June 4, 2021, in lifting many restrictions that the State previously imposed due to COVID-19, the Governor indicated that those changes did not end the ongoing, proclaimed state of emergency; and

WHEREAS, as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature; and

WHEREAS, the continued local rates of transmission of the virus and variants causing COVID-19 are such that on September 22, 2021, the Marin County Director of Health & Human Services recommended that local government entities continue to emphasize social distancing in order to minimize the potential spread of COVID-19 during indoor, public meetings; and

WHEREAS, on November 26, 2021, the World Health Organization classified a new variant, B.1.1.529, as a Variant of Concern and named it Omicron and on December 1, 2021, the California and San Francisco Departments of Public Health confirmed that the first case of COVID-19 in California caused by the Omicron variant; and

WHEREAS, Omicron is a more contagious variant and by January 10, 2022, the U.S. reported 1,400,000 positive COVID-19 cases on a single day; and

WHEREAS, in light of the County’s recommendation and the current COVID-19 Variant of Concern, the Town Council desires to continue to have the flexibility, for itself and for all other Town-affiliated legislative bodies to meet by teleconference and/or videoconference; and

WHEREAS, adopting a resolution to establish the format for public meetings during a state of emergency is not a “project” under the California Environmental Quality Act (CEQA), because it does not involve an activity that has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

NOW, THEREFORE, BE IT RESOLVED THAT:

1. There is an ongoing proclaimed state of emergency relating to the novel coronavirus causing the disease known as COVID-19.

2. The state of emergency continues to directly impact the ability of Town legislative bodies to meet safely in person.
3. Meeting in person would present imminent risks to the health or safety of attendees, such that the conditions continue to exist pursuant to Government Code Section 54953(e)(3) to allow the Town of San Anselmo Town Council and Town committees and commissions to use teleconferencing to hold public meetings in accordance with Government Code section 54953(e)(2) to ensure members of the public have continued access to safely observe and participate in local government meetings.

PASSED AND ADOPTED at the first regular meeting of the Town Council of the Town of San Anselmo for the month of January, which was held on the 8th day of March, 2022, by the following vote:

AYES

NOES:

ABSENT:

Alexis Fineman, Mayor

Attest:

Carla Kacmar, Town Clerk



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 2.4.

FROM:

Carla Kacmar, Town Clerk

SUBJECT:

Appoint applicant to the Financial Advisory Committee and Capital Programs Monitoring Committee

RECOMMENDATION

Appoint applicant to the Financial Advisory Committee and Capital Programs Monitoring Committee

BACKGROUND

The Capital Programs Monitoring Committee has a membership of seven seats and there are four seats available. Financial Advisory Committee has a membership of five seats and there are two seats available. Richard Berkson currently serves on both committees and has reapplied for those seats. He has been interviewed and his applications are attached to this report.

FISCAL IMPACT

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

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).

Board, Committee, Commission <i>(total seats)</i>	Seats Expiring/ Vacant	Applicants	Term (Yrs)¹	Date of Interview
Arts Commission 7 seats + youth Dannielle Mauk <i>(Temporary Expansion to 8 seats)</i>			3	
Bicycle and Pedestrian Committee 7 seats Sean Condry			4	
Board of Review 5 seats Jeff Zuba	2		6	
Capital Programs Monitoring Committee 7 seats Sean Condry	4	Richard Berkson	4	3/8
Economic Development Committee 7 seats Elise Semonian			3	
Financial Advisory Committee 5 seats Jeff Zuba <i>(Temporary Expansion to 6 seats)</i>	2	Richard Berkson	3	3/8
Flood Committee 7 seats Sean Condry	2		4	
Historical Commission 11 seats+ youth Linda Kenton			4	
Library Advisory Board 7 seats+ youth Linda Kenton			4	
Library Tax Oversight Committee 5 seats Linda Kenton			3	
Marin Commission On Aging 1 seat			3	
Mosquito Abatement District 1 seat			2-4	
Open Space Committee 11 seats + youth Elise Semonian			4	
Parks & Recreation Commission 7 seats + youth Dannielle Mauk	1		4	
Planning Commission 7 seats Elise Semonian	1	Kim Pipkin	4	
Racial Equity Ad Hoc Committee			1	
Climate Action Commission 7 seats+ youth Elise Semonian	2		3	
Ross Valley Paramedic Authority 1 seat			4	
Tax Equity Board 3 seats Jeff Zuba	1		3	

* Incumbent

¹ Per Commission Guidelines, differing term lengths may be allowed to accomplish a staggering of the appointment schedule.

Print**Boards & Committee Applications - Submission #1442**

Date Submitted: 2/9/2022

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

2/09/2022

**I wish to apply for an
appointment to a term/balance***

Finance Advisory Committee

**Name***

Richard Berkson

Home Address*

34 Terrace Ave.

Occupation*

Urban Economics Consultant

Employer's Address

34 Terrace Ave.

Home Phone*

5106126906

Work Phone

5106126906

Cell Phone

5106126906

E-Mail*

Richard@BerksonAssociates.com

Number of years as resident of San Anselmo*

26

Number of years as a resident in Marin*

26

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:**1.) Name***

Patrick Knight

1.) Phone*

415-250-1018

2.) Name*

Yolanda Fletcher

2.) Phone*

415-203-9932

3.) Name*

Steve Vance

3.) Phone*

415-453-9477

I would be able to regularly attend the meetings of this Board/Commission/Committee.*☒ YES☐ NO**I would be available to attend additional meetings when they are necessary.***☒ YES☐ NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- ☒ YES
☐ NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ☒ YES
☐ NO

List briefly, previous experience serving the public office, and/or civic commissions, boards, or committees.*

Served two prior consecutive terms on the San Anselmo Capital Program Monitoring Committee (now applying to continue). Served on the San Anselmo Ad Hoc Finance Advisory Committee and current term on the ongoing Financial Advisory Committee (now applying to continue). Regular participant and contributor to the San Anselmo Economic Development Committee (drafted current Economic Development Plan and assisted with creation of Action Plan).

Reasons for this appointment.*

I wish to build on my prior experience on this committee and contribute my knowledge gained from participation in other committees.

What are your qualifications for this appointment.*

Prior terms on the CPMC, membership on the Financial Advisory Committee, and professional experience related to capital facilities planning and finance.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?

Renewal (and possible increase) of Measure D, and continuing improvement in financial transparency, efficient and effective Town functions, and communication with the public.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- ☒ YES
☐ NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Berkson.pdf

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact Carla Kacmar, at ckacmar@townofsananselmo.org or 415-258-4660.

Print**Boards & Committee Applications - Submission #1423**

Date Submitted: 1/28/2022

TOWN OF SAN ANSELMO

APPLICATION FOR APPOINTMENT TO A SAN ANSELMO BOARD/COMMISSION/COMMITTEE

To: San Anselmo Town Council

Date*

1/28/2022

**I wish to apply for an
appointment to a term/balance***

Capital Program Monitoring Committee

**Name***

Richard Berkson

Home Address*

34 Terrace Ave.

Occupation*

Urban Economics Consultant

Employer's Address

self-employed

Home Phone*

5106126906

Work Phone

5106126906

Cell Phone

5106126906

E-Mail*

BERKSON.RICHARD@GMAIL.COM

Number of years as resident of San Anselmo*

26

Number of years as a resident in Marin*

26

Education Level Achieved*

Graduate Degree (Major)

Name and phone numbers of three San Anselmo residents who can be contacted for referral information about me:**1.) Name***

Patrick Knight

1.) Phone*

415-250-1018

2.) Name*

Yolanda Fletcher

2.) Phone*

415-203-9932

3.) Name*

Steve Vance

3.) Phone*

415-453-9477

I would be able to regularly attend the meetings of this Board/Commission/Committee.*☒ YES☐ NO**I would be available to attend additional meetings when they are necessary.***☒ YES☐ NO

I am familiar with the responsibilities and functions of this Board/Commission/Committee.*

- ☒ YES
☐ NO

I have attended meetings of the Board/Commission/Committee as a member of the public.*

- ☒ YES
☐ NO

List briefly, previous experience serving the public office, and/or civic commissions, boards, or committees.*

Served two prior consecutive terms on the San Anselmo Capital Program Monitoring Committee (CPMC). Served on the San Anselmo Ad Hoc Finance Advisory Committee and now on the ongoing Financial Advisory Committee. Regular participant and contributor to the San Anselmo Economic Development Committee (drafted current Economic Development Plan and assisted with creation of Action Plan).

Reasons for this appointment.*

I wish to build on my prior experience on this committee and contribute my knowledge gained from participation in other committees.

What are your qualifications for this appointment.*

Prior terms on the CPMC, membership on the Financial Advisory Committee, and professional experience related to capital facilities planning and finance.

Briefly, what do you consider to be the most important, one or two current issues facing this Board/Commission/Committee?*

The committee needs to expand its relevance beyond just an annual review of Measure D expenditures, for example, by engagement with the Financial Advisory Committee (e.g., joint meetings) and greater involvement in providing input to capital program more frequently than once/year.

I understand that I and all other applicants will be personally interviewed by the Town Council as part of the selection process for this appointment. I also understand that my application material will be a public document and available on the Town's website. Sensitive materials that you don't wish to be posted on the website should not be included with the application.*

- ☒ YES
☐ NO

Other Boards/Commissions/Committees on which you would be interested in serving if not appointed to this seat?*

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.

Berkson.pdf

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact Carla Kacmar, at ckacmar@townofsananselmo.org or 415-258-4660.



Richard Berkson

Principal, Berkson Associates

EDUCATION

Master of Public Policy,
University of California,
Berkeley

Bachelor of Arts in Social
Science, University of
California, Berkeley

Undergraduate study in
Engineering, Massachusetts
Institute of Technology
(3 semesters)

AFFILIATIONS

CALAFCO,
Associate Member

PUBLIC SERVICE

Capital Program Monitoring
and Fiscal Advisory
Committees; authored the
Economic Development Plan
for the Town of San Anselmo

HONORS AND AWARDS

Anaheim, CA, honoring
contribution to the success of
the Anaheim Resort Project

PRIOR EMPLOYMENT

Founding Principal,
Economic and Planning
Systems, Inc. (EPS)



ABOUT

Richard Berkson, Principal of Berkson Associates, believes that sound policies and strategies require careful consideration of causality, creative problem solving, and incentive-based solutions. His practice is founded on 30+ years of experience providing clear and concise fiscal and financial analysis based on a solid understanding of local government organization (e.g., formation, annexation, and consolidation), capital improvement policy and programming, and urban economics (demographics, market & financial analysis).

EXPERTISE

Government Organization

Prepares governance feasibility and special studies addressing municipal incorporation, annexations, service reviews and special studies, special district formations, dissolutions and consolidations, and assists in the preparation of intergovernmental agreements including tax sharing. Creates detailed pro forma operational and capital budgets as well as analysis of reorganization issues, options and impacts upon existing agencies, and develops sustainable mitigation measures.

Fiscal and Economic Analysis

Analyzes and predicts fiscal and economic impacts of land uses, developments, and policies on municipal budgets. Designs fiscal models to evaluate public service and financing and develops financial indicators of long-term fiscal sustainability. Forecasts budgets, fiscal and service impacts and develops strategic plans.

Public Finance

Prepares financing strategies and plans for a wide variety of public services and infrastructure projects, including development project-related infrastructure, area-wide capital improvement programs, public safety, and recreation facilities, as well as specific infrastructure projects. Financing techniques applied include formulation of area-specific and facility-specific development impact fees, special tax bonds, sales tax measures, and Infrastructure Financing Districts.

Market and Financial Analysis

Evaluates the market feasibility of a wide range of uses, including recreation, residential, office, industrial, retail, and hotel, as a part of development proposals, specific and general plans, and governance studies. Prepares initial market reviews as well as detailed pricing and absorption estimates, demographic forecasting, and development strategies. Constructs pro forma financial analysis of large-scale mixed-use projects, as well as individual business proposals.

Policy Forensics and Forecasting
Understanding the Past, Managing the Future

34 Terrace Avenue ■ San Anselmo, CA 94960
510.612.6906 ■ Richard@BerksonAssociates.com



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 2.5

FROM:

David P. Donery, Town Manager

SUBJECT:

Consider entering into a Joint Exercise of Powers Agreement for the Processing of Parking Citation

RECOMMENDATION

That Council consider the adoption of a resolution authorizing the Mayor to enter into a Joint Exercise of Powers Agreement for the Processing of Parking Citations.

BACKGROUND

In July 1982, several Marin public entities entered into a joint exercise of powers agreement establishing a single public authority to process vehicular parking citations. This single public authority was the Marin Parking Authority. The sole purpose of the Marin Parking Authority was to contract with a third-party vendor, who would process and collect payment for all citations of the Authority's membership. The Town of San Anselmo subsequently joined the joint exercise of powers agreement and has had all its vehicular parking citations processed by a third-party vendor since.

An unintended consequence of the creation of the Marin Parking Authority was that mandatory meetings had to be held regularly, pursuant to the Brown Act, regardless of if there were any agenda items or not. Since the sole purpose of the joint exercise of powers agreement was to enter contracts with third party vendors which often lasted several years, the creation of the Marin Parking Authority was unnecessarily burdensome on staff.

DISCUSSION

The new joint exercise of powers agreement seeks to terminate the 1982 Agreement and instead create a new agreement that will designate a single participating agency to contract with vendors on behalf of the participating agencies for the purpose of processing vehicular parking citations.

Parking citations must be processed quickly and carefully to ensure just treatment to offenders and the receipt of full fine and penalty revenues to our jurisdiction. A single citation processing and collection vendor provides our jurisdiction with convenience, while also reducing municipal costs.

By designating one of the participating agencies to contract with the vendor on behalf of all participating agencies, we will avoid the need to hold mandatory public meetings with little or no agenda items. This agreement designates the Marin County Sheriff's Office to contract with the third-party vendor on behalf of

the participating agencies, including our jurisdiction. The Marin County Sheriff's Office shall call a meeting of all participating agencies for the purpose of discussing terminating or extending a current third-party vendor contract. No agreement will be signed or entered without the written consent of all participating agencies. Any participating agencies may withdraw from participation in the agreement with thirty days written notice.

FISCAL IMPACT

None.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Authorizing the execution of a joint exercise of powers agreement for the processing of parking citations 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).

Attachment 1 - Joint Exercise of Powers Agreement for the Processing of Parking Citations

Attachment 2 - Draft Resolution

**JOINT EXERCISE OF POWERS AGREEMENT
FOR
THE PROCESSING OF PARKING CITATIONS**

THIS AGREEMENT is dated January 7, 2022, and is entered into by the following public agencies: the cities of Novato, Larkspur, Mill Valley, and Belvedere, the towns of San Anselmo, Corte Madera, Fairfax, Ross, and Tiburon, the County of Marin, Marin Community College District, the Golden Gate Bridge, Highway and Transportation District, the Marin Municipal Water District and the California Highway Patrol (Participating Agencies).

RECITALS

THIS AGREEMENT is predicated upon the following facts:

1. On July 6, 1982, the following agencies entered into a joint exercise of powers agreement to establish a single public authority to process vehicular parking citations (1982 Agreement): the cities of Novato, San Rafael, Mill Valley, Belvedere, and Sausalito, the towns of San Anselmo, Fairfax, Ross, and Tiburon; the County of Marin; California Highway Patrol; the Marin Community College District; the California Department of Parks and Recreation; and the Marin Municipal Water District.
2. This Agreement terminates the 1982 Agreement in accordance with Section 14 of the 1982 Agreement. Citations issued under this Joint Exercise of Powers Agreement may bear a heading stating "Marin Parking Authority." Existing contracts executed on behalf of the Participating Agencies may also refer to the "Marin Parking Authority." However, this Joint Exercise of Power Agreement shall not create a separate agency or entity under California Government Code section 6503.5.
3. The Participating Agencies now wish to enter into this joint exercise of powers agreement to designate a single Participating Agency to contract with vendors on behalf of the Participating Agencies for the purpose of processing vehicular parking citations, as described below.
4. The Participating Agencies are public corporation or entities organized and operating under the laws of the State of California.
The Participating Agencies issue citations for violation of state and local vehicular parking regulations. These citations must be processed speedily and carefully to assure just treatment to offenders and full receipt of fine and penalty revenues due to the Participating Agencies. In order to perform such processing and collecting, a

single Participating Agency is being designated to contract with independent vendors on behalf of all Participating Agencies.

6. The Participating Agencies are located and/or perform operations within the County of Marin, State of California. A single citation processing and collection vendor provides convenience while reducing costs to Agencies and citizens.
7. Sections 6500 through 6515, inclusive, of the California Government Code permit two or more public agencies to jointly exercise, under an Agreement, any power which is common to each of them.
8. Each of the Participating Agencies desires to enter into an Agreement with each of the other Participating Agencies for the purposes stated in Paragraph 3 of these recitals.

NOW, THEREFORE, for and in consideration of the mutual benefits, covenants, and agreements set forth herein, the Participating Agencies agree as follows:

SECTION 1. Authority and Purpose

- a. This Agreement is made under the authority of Sections 6500 through 6515, inclusive, of the California Government Code, among the Participating Agencies. The purpose of this Agreement is to provide for a consistent procedure for the processing of vehicular parking citations issued by the Participating Agencies and collecting of such fines and bail associated therewith.
- b. The purpose of this Agreement will be accomplished by designating one of the Participating Agencies to contract with a vendor on behalf of the Participating Agencies for the performance of such processing and collecting functions, as determined by the Participating Agencies and in compliance with applicable state laws, including but not limited to Vehicle Code Sections 40200-40230. The vendor's processing and collecting functions will include:
 1. The maintenance, processing, and handling of records pertaining to vehicular parking citations.
 2. The receipt of money from persons to whom such citations have been issued in payment of fines, late penalties, and any other associated fees generated thereon.
 3. The disbursement of such sums to the member public agencies entitled thereto.
 4. The keeping of accurate records and accounts of all sums received and dispersed.
 5. Provision of all written notices, including mailings, and oral communications to persons responsible for such citations to comply with

applicable Vehicle Code requirements and encourage and facilitate payment of fines.

6. Facilitate and coordinate the parking citation appeals process in accordance with applicable state law, including but not limited to Vehicle Code Sections 40215, 40221 and 40230. This includes, but is not limited to, the coordination and communication necessary to schedule and conduct hearings, including written notices, and transmittal of appropriate records to hearing officers or the court as required.
7. The transmittal of appropriate records and other information to the Department of Motor Vehicles of the State of California as required by applicable state law, including but not limited to Vehicle Code Sections 40211 and 40220.
8. Additional functions determined by the Participating Agencies.

SECTION 2. Termination of 1982 Agreement

The Joint Exercise of Powers Agreement for the Processing of Parking Citations dated July 6, 1982 is hereby terminated.

SECTION 3. Designation of Administering Agency

To ensure uninterrupted citation processing operations for the Participating Agencies the Participating Agencies hereby delegate to the County of Marin the power to administer this Agreement on their behalf. Pursuant to Section 6506 of the California Government Code, the County of Marin hereby designates the Marin County Sheriff's Office (MCSO) to contract with vendors to perform parking citation processing, collection and hearing functions on behalf of the Participating Agencies, to carry out and maintain the existing contracts on behalf of the Participating Agencies, and to administer this Agreement in accordance with Section 5.

SECTION 4. Term of Agreement

This Agreement becomes effective upon its execution by all the Participating Agencies.

SECTION 5. Authorized MCSO Actions as Administrator of this Agreement

The MCSO, acting on behalf of the Participating Agencies, shall act as Administrator and shall be the signer on all Agreements entered into, upon mutual prior approval of all the Participating Agencies, with one or more qualified contractors, consultants, or other persons for the performance of the functions set forth in Section 1(b).

The MCSO, as Administrator of this Agreement, shall facilitate meetings of the Participating Agencies for the purpose of discussing terminating or extending current Agreements and/or proposed new Agreements, etc. No Agreement shall be signed or entered into without the written consent of all Participating Agencies.

MCSO shall call a meeting of all Participating Agencies when any Contract/Agreement is scheduled to terminate. Such meeting shall be held not less than sixty (60) days prior to expiration of the Contract/Agreement to consider re-soliciting the services or extending the existing contract, as appropriate. Contract/Agreements may be extended upon mutual agreement of all Participating Agencies.

MCSO must provide each of the Participating Agencies with a copy of any contract under review not less than sixty (60) days in advance of the date on which the Participating Agencies are scheduled to vote on the contract. MCSO shall furnish each of the Participating Agencies with a copy of any contract entered into pursuant to Section 1(b) not more than two (2) weeks after the date into which it was entered. Any contract entered into pursuant to this section shall provide that the contractor, consultant, or other person selected to perform said functions shall receive monetary compensation exclusively from parking citation funds collected and/or interest generated by such parking citation funds prior to dispersal as described in this section.

A Participating Agencies shall standardize parking penalties to the extent possible in accordance with Vehicle Code Section 40203.5, but shall not be required to adopt or make any amendment to individual fine and penalty schedules unless expressly required by law.

These powers shall be exercised in the manner provided by law, and, except as expressly set forth in this Agreement, subject only to those restrictions upon the manner of exercising the powers which are imposed upon counties in the exercise of similar powers.

SECTION 6. Allocation of Funds and Expenses.

- a. Any contract entered into by MCSO acting as the Administrator of this Agreement on behalf of the Participating Agencies shall provide the payment to the contractor for services rendered in the processing of parking citations on the basis approved by the Participating Agencies.
- b. The funds and expenses of each Participating shall at all times be kept separate from the funds and expenses of other Participating Agencies.

- c. Any contract entered into by MCSO shall not require individual Participating Agencies to be responsible for payment of any other Agency's debts or expenses. Individual Participating Agencies shall be solely responsible for the cost of services rendered to their individual agency.

SECTION 7. Additional Members.

The Participating Agencies shall determine whether additional agencies shall be allowed to become Participating Agencies and under what conditions.

SECTION 8. Withdrawal of Membership.

- a. Any of the Participating Agencies may withdraw its participation in this Agreement upon not less than thirty (30) days written notice to the MCSO.
- b. If any of the Participating Agencies withdraw at any time, the withdrawing Participating Agency shall be liable for any costs incurred for the transmittal of their account to a new vendor.

SECTION 9. Disposition of Assets Upon Withdrawal of a Participating Agency

Upon withdrawal, the funds and expenses incurred by the withdrawing Agency for the services actually rendered to that Agency will be credited and charged to the withdrawing Agency. The withdrawing Agency is solely responsible for such expenses. The withdrawal of any of the Participating Agencies from this Agreement shall not terminate the Agreement.

SECTION 9. Termination.

This Agreement may be terminated upon the consent of not less than two-thirds (2/3) of the Participating Agencies.

SECTION 10. Notices.

Notices to Participating Agency under this Agreement shall be sufficient if delivered to the City Clerk or chief secretarial officer of the Participating Agency, or to any other person designated by the Participating Agency.

SECTION 11. Prohibition Against Assignment.

No Participating Agency may assign any right, claim, or interest it may have under this Agreement, and no creditor, assignee or third party beneficiary of any Participating Agency shall have any right, claim or title to any part, share, interest or assets under this Agreement.

SECTION 12. Amendment.

This Agreement may be amended by resolution of the governing boards or City Councils of two-thirds (2/3) of the then Participating Agencies hereto.

SECTION 13. Maintenance, Audit, and Inspection of Records.

MCSO must retain any and all records relevant to this Agreement, including without limitation, documents, papers, materials, contracts, and financial reports and accounts for a period of four (4) years after expiration or termination of this Agreement. Upon written request from a Participating Agency, MCSO will furnish copies of, provide access to, or permit audit of any and all records relevant to this Agreement in MCSO's possession.

SECTION 14. Execution in Counterparts, Electronically Transmitted Signatures.

This Agreement may be executed in counterparts and by electronically transmitted signatures.

SECTION 15. Approval by Participating Law Enforcement Agencies.

This Agreement is approved by the following participating law enforcement agencies:

Robert Doyle, Sheriff - Coroner
Marin County Sheriff's Office

Rick Navarro, Chief
Mill Valley Police Department

Jason Wu, Chief
Belvedere Police Department



Mike Norton, Chief
Central Marin Police Authority

 Ryan Monaghan, Chief
 Tiburon Police Department

 Rico Tabaranza, Chief
 Fairfax Police Department

 Rafello Pata, Chief
 Ross Police Department

 Hank Schreeder, Chief
 Novato Police Department

 Don Wick, Chief
 Marin Municipal Water District Rangers

 Robert Mota, Captain
 California Highway Patrol

 Jeff Marozick, Chief
 Marin Community College District Police Department

 Golden Gate Bridge Highway and Transportation District

SECTION 16. Approval by County Counsel.

This Agreement is approved by Marin County Counsel.

 Steven M. Perl
 Deputy County Counsel

IN WITNESS WHEREOF, the Participating Agencies have executed this Joint Exercise of Powers Agreement as of the day and year first above written.

County of Marin.....By: _____

City of Novato.....By: _____

7

Joint Exercise of Powers Agreement
 133679

13452996.12

Town of San Anselmo By: _____

Town of Corte Madera By: _____

City of Larkspur By: _____

Town of Fairfax By: _____

Town of Ross By: _____

City of Mill Valley By: _____

City of Belvedere By: _____

Town of Tiburon By: _____

Marin Community College District By: _____

Golden Gate Bridge, Highway & Transportation District By: _____

Marin Municipal Water District By: _____

California Highway Patrol By: _____

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO
AUTHORIZING THE MAYOR TO ENTER INTO A JOINT EXERCISE OF POWERS AGREEMENT FOR
THE PROCESSING OF PARKING CITATIONS**

WHEREAS, the Town of San Anselmo is currently part of a joint exercise of powers agreement known as the Marin Parking Authority, which selects third party vendors for parking citation processing and collection; and

WHEREAS, the Town of San Anselmo now wishes to enter into a new joint exercise of powers agreement that will supersede the current agreement and establish the new framework for selecting third party vendors for parking citation processing and collection;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of San Anselmo hereby authorizes the Mayor to enter into the Joint Exercise of Powers Agreement for the Processing of Parking Citations on behalf of the Town of San Anselmo.

IT IS HEREBY CERTIFIED that the Town Council of the Town of San Anselmo duly introduced and regularly adopted the foregoing resolution at a regular meeting held on March 8, 2022, by the following vote:

AYES: COUNCILMEMBER:

NOES: COUNCILMEMBER:

ABSENT: COUNCILMEMBER:

ABSTAIN: COUNCILMEMBER:

Alexis Fineman, Mayor

ATTEST:

Carla Kacmar, City Clerk



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 3.

FROM:

Scott Schneider, Assistant Public Works Director

SUBJECT:

School Bike Spine

RECOMMENDATION

That Council authorize the Town Manager to Award the School Bike Spine project to the second lowest responsible bidder.

BACKGROUND

In March 2016, the Town submitted a grant application to the Transportation Authority of Marin (TAM) for the San Anselmo School Bike Spine (Phase 1 - Ross Town limit to Laurel Avenue/San Anselmo Avenue). In April 2017, based on a recommendation from TAM's Safe Routes to Schools Ad-Hoc Committee, TAM Board of Directors approved funding of \$235,000 of federal funds to design and construct the project. On May 23rd, 2017, the Town Council adopted a Resolution of Local Support for the project. In July 2017, TAM offered an additional \$34,000 of federal funds if the Town would swap out local Measure A funds. The TAM Board approved the fund swap on July 10, 2017, and the Town Council adopted an updated Resolution of Local Support on August 8, 2017. This additional funding allowed Phase 2 streets to be added to the project (from Laurel Avenue/San Anselmo Avenue to Saunders Avenue, past Archie Williams High School to Brookside Elementary School).

The Bike Spine project consists of school bike route signing, striping and shared lane pavement markings to create a bike route along existing streets to connect schools (see Plans, Attachment 1). Phase 1 begins at the Town limit on Bolinas Avenue at Shady Lane, and continues west to Kensington Road, to Ross Avenue, to Cedar Avenue/Woodland Avenue (connection to Wade Thomas elementary), and to Tamalpais Avenue/Myrtle Avenue/Laurel Avenue continuing to San Anselmo Avenue near Saunders Avenue. Phase 2 continues up Saunders Avenue, past Archie Williams High School, across Sir Francis Drake Boulevard at the crosswalk, along the sidewalk to Cordone Drive, then along Brookside Drive to Brookside Elementary School, up Berkeley Avenue to The Alameda, to Arroyo Avenue, to Butterfield Road (north to the Town Limit, and south to Sir Francis Drake Boulevard), Oak Knoll Avenue to San Anselmo Avenue, across Center Boulevard, and back on San Anselmo Avenue to Saunders Avenue.

The Bike Spine project is included in the San Anselmo Bicycle and Pedestrian Master Plan Update.

DISCUSSION

Staff held a virtual (Zoom) public meeting for the project on April 1, 2021. A notification was sent to all residents and

property owners for parcels within 300 feet of the entire route. Attendees were generally supportive of the project. Staff also received positive feedback via phone calls and emails prior to the meeting. In addition, the project was presented to the Bicycle and Pedestrian Advisory Committee (BPAC) on April 15, 2021.

The project was presented to the Town Council on June 8, 2021. The Council approved the project and authorized staff to put the project out to bid. The project was advertised in late June, and bids were opened on July 26, 2021 with two bids received. The low bid was rejected because the bidder did not perform a Good Faith Effort (GFE) to solicit bids from Disadvantaged Business Enterprise (DBE) subcontractors for portions of the project that can be broken out (in this case, Traffic Control). The second low bidder performed a GFE, however, their bid was significantly above the Engineer's Estimate and project budget. The DBE goal for the project was calculated to be 19% following the federal requirements administered by Caltrans Office of Local Assistance.

The project was rebid from January 7 to February 9, 2022. Two bids were received (see Fiscal Impact section below). The low bidder performed a GFE, however they did not receive any bids from DBEs. Staff, following guidance from Chapter 9 of the Caltrans Local Assistance Procedures Manual and Appendix A in Part 26 of Title 49 of the Code of Federal Regulations, determined that the low bidder did not perform an adequate GFE, and recommends rejecting the low bid. The second low bidder performed a GFE that staff determined to be adequate, and included in their proposal a DBE subcontractor to perform Traffic Control, for an amount that is 14% of their bid.

ANALYSIS

The low bidder did not perform an adequate DBE good faith effort, and staff recommends their bid be rejected. The second low bidder performed an adequate DBE good faith effort. The second low bid fits within the project budget.

FISCAL IMPACT

The Engineer's Estimate for the construction project is \$205,000.

Two bids were received for the project on February 9, 2022.

- | | | |
|----|--|-----------|
| 1. | Bayside Stripe and Seal Inc., Petaluma, CA | \$198,860 |
| 2. | Chrisp Company, Fremont, CA | \$243,489 |

The available funding is as follows:

Phase	Project Total	Federal Grant	Local Match (Road Maintenance Fund)
Design	\$46,400	\$41,000	\$5,400
Construction/Construction Management	\$257,541	\$228,000	\$29,541
Total	\$303,941	\$269,000	\$34,941

Town staff completed the design and will also perform the construction management.

GENERAL PLAN CONSISTENCY

The School Bike Spine project is consistent with the General Plan, Circulation Element Objective 5 (improve

and expand bikeway network) and Objective 16 (complete streets).

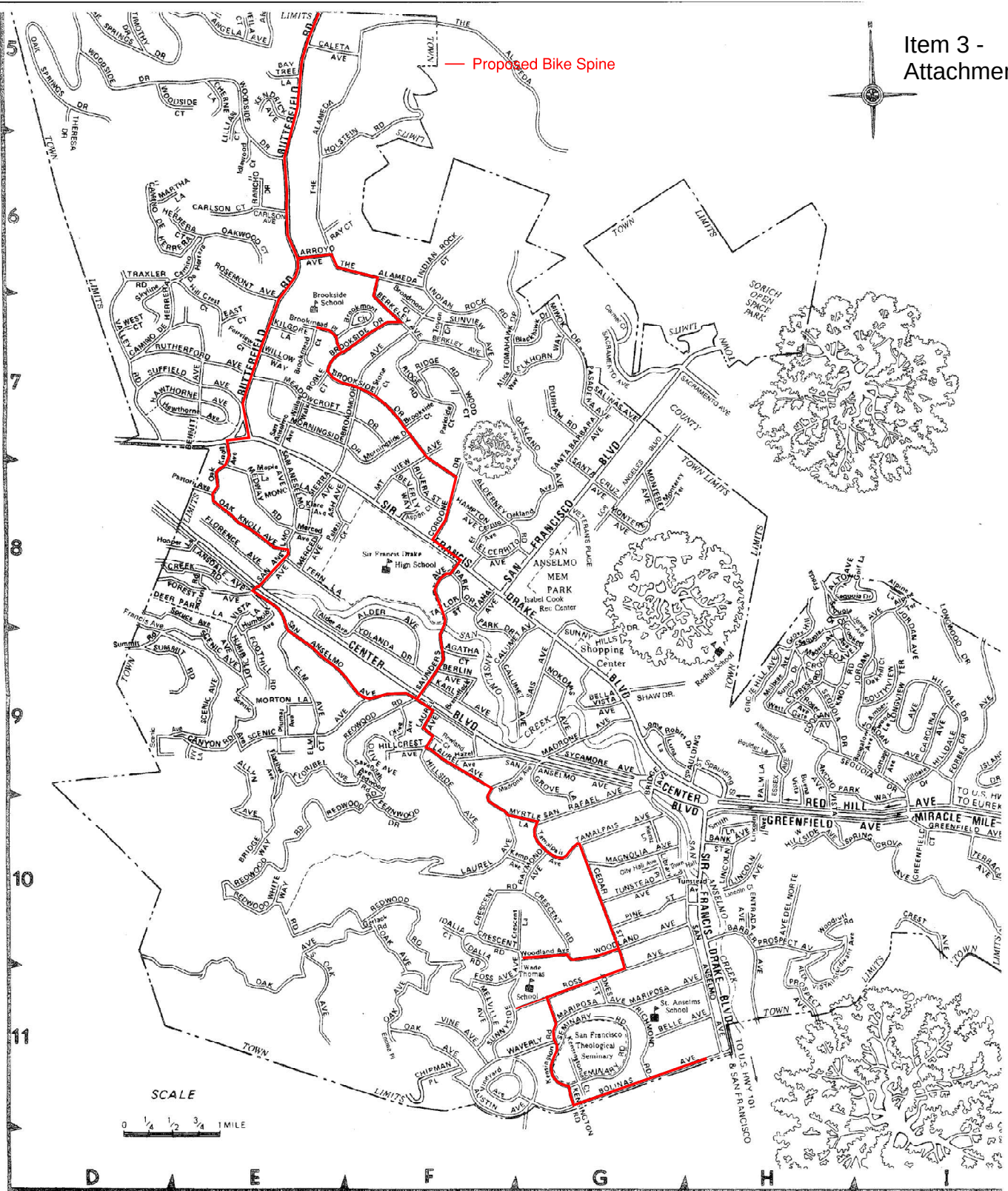
CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Town finds this project 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 (striping and signage), 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 School Bike Spine is included in the Town's Bicycle and Pedestrian Master Plan, and addresses Climate Action Plan 2030 Transportation Measure T-2 Bicycling and Measure T-4 Safe Routes to Schools.

CONCLUSION

The low bidder did not comply with the federal bidding requirements, and staff recommends the bid be rejected, and the second low bid accepted. The second low bid fits within the project budget. Staff recommends that the Town Council authorize the Town Manager to Award the project to the second low bidder, Chrisp Company for \$243,489.



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
Alder Ave	E-8	Bridge Way	E-10	Durham Rd	G-7	Hawthorne Ave	D-7	Laurel Ave	F-8
Alderny Rd	F-9	Broadmoor Ct	F-7	East Ct	E-7	Hazel Ave	F-9	Library Pl	G-10
Alice Way	F-7	Brookmead Ct	E-7	East La	E-7	Herrera Ct	D-6	Lillian Ct	E-6
Allemand Ave	H-9	Brookmead Pl	E-7	El Cerrito Ave	F-8	Hillcrest Ave	F-9	Lincoln Ct	H-10
Allyn Ave	E-9	Brookside Ct	E-7	Elkhorn Way	G-7	Hillside Dr	E-6	Lincoln Ct	H-10
Alpine La	I-8	Brookside Dr	E-9	Elm Ave	E-9	Hillside Ave	F-9	Loma Rollins Dr	G-9
Alpine Ter	I-8	Buena Vista	E-9	Elm Ct	E-9	Holgate Ave	E-9	Longview Ave	I-9
Alla Vista	H-11	Bungalow Ave	E-9	Erinda Pl	F-11	Holstein Rd	E-8	Longwood Dr	I-8
Alto Ave	H-8	Butterfield Rd	E-6	Enclave Ave	H-10	Hooper La	D-8	Los Angeles Blvd	G-8
Amherwood La	I-9	Caleta Ave	E-5	Essex Ave	H-9	Humboldt Ave	E-9	Luna La	G-9
Ancho Vista Ave	H-9	Calumet Ave	F-9	Fairview Ct	E-7	Idalia Ct	F-10	Madero Ave	H-9
Angela Ave	E-5	Caminon De Herrera	D-8	Fernwood Dr	E-8	Idalia Rd	F-10	Magnolia Ave	G-10
Anroyo Ave	E-6	Canyon Rd	E-9	Floribel Ave	E-8	Idewood Ct	E-6	Maple La	E-8
Ash Ave	E-8	Carmel Ct	G-7	Floribel Ave	E-8	Indian Rock Ct	F-6	Mariposa Ave	G-11
Aspen Ct	F-8	Carlson Ave	E-9	Floribel Ave	E-9	Indian Rock Rd	F-7	Martha La	D-6
Austin Ave	F-11	Carlson Ct	E-6	Foothill Rd	E-9	Island Dr	I-9	Meadowcroft Dr	E-7
Avenue Del Norte	H-10	Carolina Ave	I-9	Forbes Ave	I-9	Ivy La	E-9	Menway Rd	F-8
Bank St	H-10	Cedar St	G-10	Forest Ave	E-8	Jersey Ave	I-8	Melville Ave	F-11
Barber Ave	H-10	Cherne La	F-9	Foss Ave	E-8	Jordan Ave	G-11	Mercad Ave	E-8
Bay Tree La	E-5	Chipman Pl	F-11	Francis Ave	D-8	Karl Ave	F-9	Miracle Mile	E-3
Bella Vista Ave	G-2	City Hall Ave	G-10	Freda	H-8	Kendrick Ave	E-3	Miracle Mile	E-3
Belle Ave	G-11	Coogan Ave	F-8	Garlick Rd	F-8	Kensington Ct	G-11	Mono La	E-8
Bennit Ave	E-7	Cottage Ave	F-7	Glen Rd	E-8	Kensington Rd	G-11	Monterey Ave	G-8
Berkley Ave	F-9	Creek Rd	F-8	Golf La	I-9	Kiantz La	E-7	Monterey Ter	E-7
Beverly Way	F-8	Crescent La	G-7	Greenfield Ave	H-9	Kilgore La	E-7	Morningside Dr	E-7
Blackhawk Dr	G-7	Crest Rd	H-9	Greenfield Ct	F-10	Klare Ave	E-8	Mountain View Ave	F-8
Bolinas Ave	G-11	Crest Rd	H-9	Grove La	H-9			Myrtle La	F-10
Boulder La	H-9	Croissant Ave	H-9						



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 4.

FROM:

Elise Semonian, Planning Director

SUBJECT:

Receive Report on Economic Development Committee 2022 Action Plan

RECOMMENDATION

Receive Report from Jessica Rising, Chair, Economic Development Committee

DISCUSSION

The Economic Development Committee Action Plan furthers the goals in the 2018 [Economic Development Plan](https://www.townofsananselmo.org/DocumentCenter/View/23481/2018-2019--San-Anselmo-Economic-Development-Plan-) <<https://www.townofsananselmo.org/DocumentCenter/View/23481/2018-2019--San-Anselmo-Economic-Development-Plan->>.

FISCAL IMPACT

No fiscal impact to receiving report.

GENERAL PLAN CONSISTENCY

The Action Plan furthers the General Plan goal to “Maintain the economic viability of the Town’s commercial core.”

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The report is not a project subject to CEQA. Assisting local business to be successful may help to reduce vehicle miles travelled and greenhouse gases as residents can find goods and services in the Town.

SAN ANSELMO EDC ACTION PLAN 2022

GOAL: Maintain and enhance the economic viability of the Town's commercial districts through actions that attract, retain and nurture local businesses.

Action	Lead(s)	Timeline	
1. Downtown Circulation, Parking, Streetscape and Bike/Pedestrian Improvements <i>Improve the convenience and availability of parking for visitors to the Downtown. Upgrade & beautify the Downtown through improved landscaping, streetscape, and other public amenities. Plan and promote highest and best use of curb space.</i>			
1.1. Expand Parking Availability and Parking and U-turn Enforcement	Schneider/DPW/ Gomez	July 2022	
1.2. Downtown Parklets/Outdoor Seating – Identify and Explore Opportunities for permanent parklets and outdoor seating.	Condry/Schneider, Cico, Gomez, Rising		
1.3. Reduce visual/economic detriment created by vacant storefronts; encourage activation of vacant space working with Arts Commission and Historical Commission.	Semonian, Burns, Warner		
2. Retain, Attract and Enhance Local Businesses <i>Achieve and maintain a balanced and complementary mix of businesses serving residents and visitors. Improve access to information and resources to facilitate the process of opening a new business or improving an existing business.</i>			
2.1 Business welcome and onboarding program – comprehensive program to welcome, inform new businesses, PR and Marketing announcement of new business opening	Bugas	Ongoing	
2.2 Poster Program – Promote local businesses and town branding	Burns, Warner	Ongoing	
2.3 Activate vacant storefronts –Identify ways to target and attract desired businesses to fill vacant locations. Identify options, investigate/test "pop-up" in vacant spaces.	Fernandez, Cico, Rising		
2.4 Zoning Changes in Downtown – consider modifications to attract desired businesses	Fernandez, Rising, Gomez		
2.5 Business Inventory	Rising, Fernandez		
2.6 Property Owner Survey – develop communication and collect feedback on issues, including shared parking	Warner, Fernandez		

Action	Lead(s)	Timeline	
3. Commercial District Amenities & Beautification			
<i>Upgrade & beautify the Downtown and other areas of the Town through improved landscaping, streetscape, and other public amenities.</i>			
3.1 Offer Assistance to Programs that Support Economic Development – Receive periodic informational reports on development of Creek Park and Arts Commission/Public Art			
4. Marketing, Branding and Communications			
<i>Develop a set of marketing materials, tools, and strategies for co-marketing between the Town, local businesses, and other entities such as the Chamber of Commerce.</i>			
4.1 EDC PR and Communication Program – Increase visibility of EDC and two-way communication with stakeholders, businesses and community, including regular newsletters, social media, press releases, EDC email address, surveys, Facebook polls, meetings and interviews.	Rising		
5. Financing			
<i>Identify and implement mechanisms to assure a sustainable source of revenues for area improvement.</i>			
5.1 Investigate Sources of Funding for Improvements that Support Business – Participate in Town Council allocation of American Rescue Act Program (ARPA) one time funds and investigate other sources of funding.	Semonian, Rising [vacancy]		
6. Downtown Street Closure Events			
<i>Support the success of the San Anselmo Avenue street closure project.</i>			
6.1 San Anselmo Avenue Street Closure Program marketing, communication, and enforcement of parking restrictions	[vacancy]		



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 5.

FROM:

Erica Freeman, PE, RA, CBO, Building Official

SUBJECT:

New Residential Construction Electrification

RECOMMENDATION

That the Council provide direction to staff on revising the Town's Building Code related to the current Green Building Reach Code requirements to include the electrification of residential new construction under the Health and Safety Code, before the proposed 2022 Reach Code adoption this fall.

BACKGROUND AND DISCUSSION

California continues to lead the fight against climate change. The State has established two goals to drastically reduce Greenhouse Gas (GHG) emissions throughout the State: 1) reduce GHG by 40-percent of 1990 levels by 2030; and 2) reach carbon neutrality by 2045. The effort to fight climate change is delegated to State agencies, regional planning/transportation agencies and local governments like San Anselmo and Marin County.

In 2019, Building Energy accounted for 34% of Countywide Emissions (27% Natural Gas and 7% Electricity). Waste and Water use were at 4% and <1% respectively, and despite being a smaller portion of emissions, both are addressed within features of the state's Green Building Code.

Overall Marin County GHG emissions have decreased from 777,035 mt CO₂ equivalent (CO₂e) in 2005 to 481,855 mtCO₂e in 2019. The decrease in County emissions is the result of Statewide policy and Marin Clean Energy's (MCE) cleanup of the electricity grid on the supply side, and green building requirements, efficiency, and decarbonization on the demand side. Despite the decrease in overall GHG emissions, natural gas emissions from 2005 to 2019 increased as a percentage from 56% to 80%.

On April 28, 2020, the Town Council approved San Anselmo's Green Building Reach Codes, which incorporated additional requirements, beyond the state's Green Building code requirements, to Residential: New Construction, Large Additions and Alterations, Small Additions and Alterations; Commercial: New Construction, Large Additions and Alterations, Small Additions and Alterations. The adopted Reach Codes were the same as those adopted by Marin County and Mill Valley.

Currently, Marin County's stance is that building electrification is critical to decarbonizing the building sector and reducing overall emissions. Additionally, the decarbonization of buildings sets the stage to decarbonize the transportation sector through EV readiness and infrastructure policies and programs.

This fall, the Town will adopt State Building Code amendments, including potential additional County Reach Codes. The State will defer an all-electric code until the 2025 code cycle but will focus on heat pumps this 2022 code cycle. However, in the 2022 cycle, the County will have draft Reach Codes that will include requirements beyond the state's requirements. These Reach Codes will be developed by Marin County through a process, (meetings and community outreach), which began this winter with the County's Steering Committee. Like the 2019 Reach Codes, the 2022 Reach Codes will encompass residential and commercial new construction and remodel permit types. Under the 2022 Reach Codes, new residential construction will be required to be all-electric. The 2022 Green Building Reach Codes, if adopted on schedule, will become enforceable by Jan 1, 2023.

Approximately 53 California jurisdictions including Fairfax, have utilized sections 18941.5 and 17958.7 of the Health and Safety Code to adopt all-electric and/or natural gas moratoriums for new residential construction. Under these statutes, a jurisdiction can modify the Building Code based on findings that the jurisdiction-specific amendments are reasonably necessary because of local climatic, geological, or topographical conditions. If the Town Council directs staff to prepare a building electrification ordinance based on these findings, the Council may implement such regulations until the Reach Codes are adopted.

Between now and the implementation of the 2022 Green Building Reach Codes (if adopted), the Planning Department has determined that two new homes and 10 new Accessory Dwelling Units (ADUs) could potentially apply for new construction permits. With a new construction electrification ordinance, these units would be required to be all-electric. The numbers of units are speculative and as with all construction environments, this number could be higher or lower. If the Town does not adopt an all-electric ordinance before complete applications are submitted for the above new construction, the Town will have missed an opportunity to reduce greenhouse gas emissions for these new buildings.

With the above information in mind, if directed by Council, staff will return with an ordinance that requires all new residential construction to be all-electric. The ordinance would be in effect until the Reach Codes take effect in January 2023.

FISCAL IMPACT

Staff time.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

This Ordinance was assessed in accordance with the authority and criteria contained in the California Environmental Quality Act (CEQA) and the State CEQA Guidelines. The Town hereby finds that pursuant to CEQA Guidelines section 15378(b)(5), action on this item is not a project subject to CEQA because it is an

administrative governmental activity that will not cause a direct or indirect physical change in the environment.

The Town also finds that, alternatively, under CEQA Guidelines section 15061(b)(3), this Ordinance is exempt from the requirements of CEQA because it can be seen with certainty that the provisions contained herein would not have the potential for causing a significant effect on the environment.

Further, and in the alternative, the Town finds that the Ordinance is exempt from the requirements of CEQA pursuant to CEQA Guidelines sections 15307 and 15308 as an action by a regulatory agency taken to protect the environment and natural resources.

The electrification of new residential construction will address San Anselmo's Climate Action Plan (CAP) 2030, specifically CAP E-4, Green Building Reach Codes, all-electric building systems as an option to reduce greenhouse gas emissions.



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 6.

FROM:

Carla Kacmar, Town Clerk

SUBJECT:

Discuss Council appointments to a newly formed Marin County Council of Mayors and Councilmembers' City/County Services Subcommittee.

RECOMMENDATION

Staff recommends that the Town Council decide whether to appoint representatives for a newly formed Marin County Council of Mayors and Councilmembers' City/County Services Subcommittee.

BACKGROUND

At the January 26th MCCMC meeting, MCCMC voted to form a temporary City/County Services Subcommittee to better understand the services provided by the County and how they are funded. Each jurisdiction can appoint up to two representatives. Participation on the subcommittee is voluntary and if the Council does not wish to participate, then it does not need to appoint a representative.

The following is the committee description:

In recent years, challenging issues such as homelessness, mental health, and disaster preparedness have produced new and sometimes innovative partnerships between Marin's eleven cities and the County. In pursuing these partnerships, though, tension and misunderstanding have occasionally developed - particularly as city leaders try to understand the mandates, commitments, and funding sources of the County.

Funding is a concern for all local government and as the County seeks partnerships with the cities, it is important that councils make informed decisions about the investment of city funds and resources. It is proposed that MCCMC form a committee to better understand the services provided by the County and how they are funded. Through the work of the committee, we hope to better identify the most strategic opportunities for collaboration that will return the greatest benefit to Marin's residents.

DISCUSSION

If Council decides to participate, Council should decide who should represent the Council on the committee.

FISCAL IMPACT

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

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).



Town of San Anselmo

525 San Anselmo Avenue
San Anselmo, CA 94960

Staff Report

TO: Town Council

3/8/2022

Item #: 7.

FROM:

Carla Kacmar, Town Clerk

SUBJECT:

June 7, 2022 Election - Ballot Argument for RVPA Measure

RECOMMENDATION

Consider appointing one or more subcommittee members to help draft and sign arguments for the Ross Valley Paramedic Authority Tax Measure.

BACKGROUND

At its meeting of February 22, 2022, the Town Council adopted a resolution placing the Ross Valley Paramedic Authority Tax Measure on the June 7, 2022 ballot. The resolution states that arguments for and against each measure may be filed in accordance with applicable provisions of the law.

Any argument submitted must meet the following requirements:

- The argument must be 300 words or less. (Cal. Election Code Section 9282(c)).
- The printed name and signature or printed names and signatures of the author or authors submitting it must accompany the argument. (Cal. Election Code Section 9283)
- No more than five signatures can accompany the argument.

DISCUSSION

An argument submitted by the Town Council will be given priority over other arguments that are submitted. Under Election Code section 9287, if more than one argument for or against any Town measure is submitted to the Elections Official, they shall select one of the arguments in favor and one of the arguments against the measure for printing and distribution to the voters. The section goes on to state:

In selecting the argument, the city elections official shall give preference and priority, in the order named, to the arguments of the following:

- (a) The legislative body, or member or members of the legislative body authorized by that body.
- (b) The individual voter, or bona fide association of citizens, or combination of voters and associations, who are bona fide sponsors or proponents of the measure.
- (c) Bona fide associations of citizens.

(d) Individual voters who are eligible to vote on the measure. (Cal. Election Code section 9287)

If the Council as a whole chooses to vote on the argument, the normal election rules for confidentiality of the arguments will not apply. The argument will need to be presented at a public meeting prior to the argument deadline. Any group wishing to oppose the measure will be able to preview the argument and write their argument with the knowledge of what the argument in favor says.

In contrast, if the Council authorizes one or two members to submit an argument with the Ross Valley Paramedic Group, it will be given priority over other arguments while remaining confidential until the argument is made public pursuant to normal election rules.

For the ballot measure, if the Council wishes to submit an argument, it must do so by March 21, 2022. Therefore, the Council should consider whether to do one of the following:

1. Appoint one or two members to draft the argument with the Ross Valley Paramedic Authority.
2. Decide not to place an argument on the ballot.

FISCAL IMPACT

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

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Determining the desired approach to drafting a ballot argument is not a project under the California Environmental Quality Act (CEQA). In the alternative, the Council's determination is exempt from 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).