TOWN OF
SAN ANSELMO
EST. 1907

In the Council Chambers and via Zoom at
525 San Anselmo Avenue, San Anselmo, CA 94960
1704 Golf Course Drive, Bowie, MD 20721

Town Council

Agenda

Tuesday, June 11, 2024 **6:10 PM**

Meeting held In-Person and via Zoom:

https://us02web.zoom.us/j/81047498033

Or Telephone: +1 669 900 6833 | Webinar ID: 810 4749 8033

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

How to Participate During the Meeting: Members of the public will have the option to speak during the meeting through the Zoom application by using their phone or an electronic device.

For PC, Mac, or smart phone, Use Raise hand function when public comment for an item is requested. It is a button that is located at the top or bottom of your screen, based on your electronic device.

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

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

I. Interviews for the General Plan Advisory Committee- 6:10 PM

Ten (10) Interviews by Time, Attachment #, and Applicant Name (5 minutes each)
Staff Report
6:10 PM Attachment 1 - Laurie Berliner (PDF)
6:15 PM Attachment 2 - Spencer Michels (PDF)
6:20 PM Attachment 3 - Richard Berkson (PDF)
6:25 PM Attachment 4 - Danielle Staude (PDF)

6:30 PM Attachment 5 - April Hewes (PDF)
6:35 PM Attachment 6 - Collin Martin (PDF)
6:40 PM Attachment 7 - Alexander Hamblet (PDF)
6:45 PM Attachment 8 - Wesley (Richard) Pratt (PDF)
6:50 PM Attachment 9 - Nicholas (Nick) Pappas (PDF)
6:55 PM Attachment 10 - Jill McNamara (PDF)

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

Open time for public expression.

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

Council requests for future agenda items.

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

Special Presentation. There are No Special Presentations.

1. Consent Agenda:

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

1.1 Approval of the Minutes of the Regular Meeting of Tuesday, May 28, 2024.
Staff Report (DOC)
Attachment 1- Draft Minutes (DOC)

1.2 Adopt a Resolution Calling an Election to fill three seats on the San Anselmo Town Council to be Held and Consolidated with the General Municipal Election scheduled for November 5, 2024, and requesting that the Marin County Registrar of Voters Conduct the Election.
Staff Report (DOC)
Attachment 1- Draft Resolution (DOC)

1.3 Receive and File the Report of Checks Issued, May 2024.
Staff Report (DOCX)
Attachment 1 Check Report May 2024 (PDF)

1.4 Authorize a Lease Agreement with ARYIIS for the Leasing of Artist Studios at Isabel Cook Center.
Staff Report (DOC)

Attachment 1- ARYIIS Lease Agreement 2024-28 (PDF)

1.5 Adopt a Resolution to Establish a Policy Requiring Construction Bonds for Private Development Projects to Ensure Completion.
Staff Report
Attachment 1- Draft Resolution (DOC)
Draft Resolution- Revised Redline

2. Council Business Items:

In general, the following procedural order applies to items of business:
•Presentation
•Town Council questions
•PUBLIC COMMENT – limited to 3 minutes/person
•Town Council discussion/action

2.1 Adopt a Resolution to Submit Rent Stabilization Ordinance to Voters Based on Referendum Petition. Adopting the attached Resolution placing an Ordinance on the ballot related to rent stabilization is not a "project" under the California Environmental Quality Act within the meaning of Public Resources Code section 21065, and CEQA Guidelines sections 15060(c)(2), 15060(c)(3), or 15378 because there is no potential that it will cause a reasonably foreseeable direct or indirect physical change in the environment.
Staff Report (DOC)
Attachment 1- Draft Resolution (DOC)

2.2 Consider the Approval of the Memorial Park Master Plan Draft Amendments. A Negative Declaration or Environmental Impact Report May be Required Along with Considerations of Designs or Alternatives that Would Minimize any Potential Effects on the Environment.
Staff Report (DOC)
Attachment 1 - MPMP Draft Amendments (PNG)
Attachment 2 - Memorial Park 2024 Survey Results (PDF)
Attachment 3 - Memorial Park - 2024 Elementary School Survey Results (PDF)
Attachment 4 - Memorial Park - 2024 Memorial Park Middle and High School Survey Results (PDF)
Attachment 5 - Pickleball Survey Results (PDF)
Attachment 6 - MPMP Presentation (PDF)
PPT Presentation (PPT)
PPT Presentation Amended (PPT)
Public Comment- Cope (PDF)
Public Comment- Graham (PDF)
Public Comment- Ekstrand (PDF)

2.3 Receive and Provide Feedback on the Proposed 5-Year Capital Improvement Program (CIP). An Environmental Impact Report May be Required Along with considerations of Designs or Alternatives that Would Minimize any Potential Effects on the Environment.
Staff Report (DOC)
Attachment 1 CIP by Category (PDF)
Attachment 2 CIP by Funding Source (PDF)
Attachment 3 TSA 5 Year CIP 2024 - 2029 (XLXS)

Attachment 3 TSA 5 Year CIP 2024-2029 (PDF) Format
Attachment 4 2024-2030 Paving Map Final (PDF)

2.4

Adopt a Resolution Approving the 2023-2024 Budget Amendment and the 2024-2025 Proposed Budget. The Council's discussion and acceptance of this item is not a "project" under the California Environmental Quality Act, 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).

Staff Report (DOCX)
Attachment 1 2023-24 Budget Amendment Resolution (DOC)
Attachment 2 Proposed 2024-2025 Budget (PDF)
Attachment 3 General Fund Five Year Forecast (PDF)

2.5

Consider Making and Ratifying Appointments to the General Plan Advisory Committee. Appointment and ratification to serve on a committee 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 physical change in the environment. (Cal. Pub. Res. Code Section 21065).

Staff Report (DOC)
Attachment 1 - Irene White (PDF)
Attachment 2 - Stanley Skipworth (PDF)
Attachment 3 - Monica Schmiede (PDF)
Attachment 4 - Jonathan Branch (PDF)
Attachment 5 - Shaun Thurtell (PDF)
Attachment 6 - Sara Robinson (PDF)
Attachment 7 - Elsa Hunt (PDF)
Attachment 8 - Kerrie McHugh (PDF)
Attachment 9 - Laurie Berliner (PDF)
Attachment 10 - Andrew MccCune (PDF)
Attachment 11 - Spencer Michels (PDF)
Attachment 12 - Richard Berkson (PDF)
Attachment 13 - Danielle Staude (PDF)
Attachment 14 - April Hewes (PDF)
Attachment 15 - Collin Martin (PDF)
Attachment 16 - Alexander Hamblet (PDF)
Attachment 17 - Wesley (Richard) Pratt (PDF)
Attachment 18 - Nicholas (Nick) Pappas. (PDF)
Attachment 19 - Jill McNamara (PDF)
Attachment 20 - List of Interviewed Applicants in Alphabetical Order (DOC)

2.6 Consider to Appoint a Town Councilmember to the San Anselmo Chamber of Commerce for the Remainder of 2024. Appointing a Councilmember to a new committee assignment 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)
Staff Report (DOC)
Attachment 1- Table of 2024 Town Council Committee Appointments (PDF)

Adjourn

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

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

Notice is hereby given that Council may discuss and/or take action on any or all of the items listed on this agenda. If any of these matters above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Council meeting. Judicial review of an administrative decision of the Town Council must be filed with the Court not later than the 90th day following the date of the Council's decision (Code of Civil Procedure Section 1094.6) Any item not under discussion before 10:00 p.m. may be continued to the next regular meeting. Next regular meeting is June 25, 2024.

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

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

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

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

STAFF REPORT

TOWN OF SAN ANSELMO Item #: Interviews

MEETING DATE: June 11, 2024

AGENDA TITLE: Interview a Second Group of Applicants for the General Plan Advisory Committee

FROM: Heidi Scoble, Planning Director
Lindsey Klein, Senior Planner

RECOMMENDATION: Staff recommends that the Town Council interviews the second group of applicants for the General Plan Advisory Committee and make appointments later this evening to the General Plan Advisory Committee.

BACKGROUND

The General Plan Advisory Committee (GPAC) is a standing committee responsible for providing input, feedback, and recommendations to Town staff, the consultant team, the Planning Commission, and ultimately the Town Council on key components of the General Plan. These key areas include the community vision and land use and circulation alternatives. Another core function of the GPAC is to provide feedback on the draft General Plan goals, policies, and programs to implement the community vision, for consideration by the Planning Commission and Town Council.

Below is a list of the second group of applicants scheduled to be interviewed by the Town Council. Nine (9) applicants were interviewed on May 28, 2024, and ten (10) applicants are scheduled for June 11, 2024.

No. of Interviews	Interview Time	Applicant Name	Applicable GPAC Seat
1	6:10 PM	Laurie Berliner	Community representative
2	6:15 PM	Spencer Michels	Community representative
3	6:20 PM	Richard Berkson	Community representative
4	6:25 PM	Danielle Staude	Community representative
5	6:30 PM	April Hewes	Community representative
6	6:35 PM	Collin Martin	Community representative
7	6:40 PM	Alexander Hamblet	High school student representative
8	6:45 PM	Wesley (Richard) Pratt	Community representative

9	6:50 PM	Nicholas (Nick) Pappas	Community representative
10	6:55 PM	Jill McNamara	Community representative

The Town Council will have the opportunity to make appointments for the General Plan Advisory Committee later this evening.

FISCAL IMPACT
None.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY
Conducting interviews is not defined as a project under the California Environmental Quality Act (CEQA) per Section 15378 of the CEQA Guidelines.

ATTACHMENT
Attachment 1 - Laurie Berliner
Attachment 2 - Spencer Michels
Attachment 3 - Richard Berkson
Attachment 4 - Danielle Staude
Attachment 5 - April Hewes
Attachment 6 - Collin Martin
Attachment 7 - Alexander Hamblet
Attachment 8 - Wesley (Richard) Pratt
Attachment 9 - Nicholas (Nick) Pappas
Attachment 10 - Jill McNamara

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Laurie (First Name) | A (Middle Initial) | Berliner (Last Name)

madgeandmehats@gmail.com
Email Address

[redacted]
Home Address

Suite or Apt

Tiburon (City) | CA (State) | 94920 (Postal Code)

Home: (415) 717-9624 (Primary Phone) | Alternate Phone

Occupation

Small business owner

Employer's Address

Owner/milliner Madge & Me Hats, 506 San Anselmo Avenue, San Anselmo, CA 94960

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

N/A

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

N/A

Number of years as a resident in Marin?

62

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Downtown

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

Suellen LaMorte, (415) 987-7832 Ross Asselstine, (415) 730-4530 Nancy Altman, (415) 806-0359

Education Level Achieved *

☑ Doctorate/PhD

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I am on the Board of the San Anselmo Chamber of Commerce. I am the Vice Commodore of the Tiburon Yacht Club.

Reasons for this appointment:

My interest in seeking this appointment is to ensure that any updates, revisions, and supplements to the San Anselmo General Plan have local business interests in mind.

What are your qualifications for this appointment?

I was born and raised in San Anselmo, attended local schools and have many life long connections to the community. I am a business owner active in supporting events for local

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I would work to ensure the Town General Plan has in mind the needs of local businesses (merchants, professional services as well as restaurants) and promotes a sustainable, vibrant business environment. Of equal importance is making sure the General Plan goals and objectives reflects the aging population of Marin County where 1/3 of the residents are 60 years and older.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Community Outreach and Engagement
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Age Friendly Community

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

1. Whether and to what extent should the General Plan be modified to incorporate proposed changes to traffic and pedestrian access to the downtown business public space based upon recommendations from the pending Parisi traffic/bike/pedestrian safety study. 2. Flood mitigation and resolution to the dispute with the County over Building Bridge 2. 3. Ensuring the General Plan reflects the needs of seniors in consideration of the aging population of Marin County.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Town Newsletter

LinkedIn Profile

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Laurie A Berliner

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Laurie Berliner

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

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Spencer
First Name

A
Middle Initial

Michels
Last Name

michelsspencer@yahoo.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (415) 457-2509
Primary Phone

Mobile: (445) 828-1404
Alternate Phone

Occupation

Retired correspondent & producer

Employer's Address

PBS Newshour , San Francisco bureau,

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

N/a

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

55

Number of years as a resident in Marin?

55

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Ross Valley Flats

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

Nancy Oswald 414 454-1499 Dan Thomas, 415-456-9403 Phil Hicks, 415-717-0021

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

Currently a docent at Marin Civic Center. Years of reporting on planning issues starting in 1961.

Reasons for this appointment:

Interested in issues related to Planning and general plan, and future of San Anselmo as a middle class town

What are your qualifications for this appointment?

Reporting on planning issues for 50 years for newspaper and TV. Reading about local issues.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I think a reporter's curiosity and willingness to dig are essential to these issues. Also keen sense of fairness and of history.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Historic/Cultural Preservation

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

Future look and atmosphere of city; affordablity; traffic and parking, open space,

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

City mgr newsletter

LinkedIn Profile

Go on line and look up; will submit written resume if needed.

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

Spencer Michels

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

Spencer A Michels

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Richard
First Name

Middle Initial

Berkson
Last Name

richard@berksonassociates.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Mobile: (510) 612-6906
Primary Phone

Alternate Phone

Occupation

Consultant

Employer's Address

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

28

Number of years as a resident in Marin?

28

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Downtown

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

Steve Vance 415-453-9477 Patrick Knight 415-250-1018 Rod Miles 415-721-7128

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

Currently a member of the Town's Infrastructure and Fiscal Monitoring Committee (IFMAC) and Tax Equity Board. I have also served on the ad hoc pension committee. I have participated for several years as a volunteer to the Economic Development Committee (EDC) and prepared its first Economic Development Plan and revised its Action Plan format.

Reasons for this appointment:

I am seeking this appointment to build upon my contributions on Town boards and commissions to improve San Anselmo as a place to live, work and visit.

What are your qualifications for this appointment?

I bring extensive experience with the Town's fiscal/economic planning, as well as over 40 years of related professional experience in the areas of urban economics, real estate, fiscal analysis, government organization and planning.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

As noted in my prior response, I wish to make an enduring contribution to improving San Anselmo as a place to live, work and visit. The GPAC offers an opportunity to help develop the General Plan which will shape the Town for years to come.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Economic Development and Business
- [x] Public Services (i.e., roads, fire, police)

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

1) Balancing change against potentially competing community interests, priorities and the resulting trade-offs. 2) Providing a realistic framework for implementation of the General Plan recognizing legal, economic and funding constraints and opportunities.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Town website and staff

LinkedIn Profile

https://www.linkedin.com/in/richard-berkson-59191513/

Berkson_resume.pdf

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Berkson_resume.pdf

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

Richard Berkson

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, townclerk@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 Committee, & 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, and economic development).

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 issues and develops mitigation measures for long-term fiscal sustainability. Forecast budgets and develop asset management policies and programs.

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 economic development strategies. Constructs pro forma financial analysis of large-scale mixed-use projects, as well as individual business proposals.

[redacted] ▪ San Anselmo, CA 94960
510.612.6906 ▪ Richard@BerksonAssociates.com

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Danielle
First Name

Middle Initial

Staude
Last Name

bartonid@yahoo.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (415) 302-[redacted]
Primary Phone

Alternate Phone

Occupation

City Planner (Long Range/Advance Planning)

Employer's Address

[redacted]

Question applies to General Plan Advisory Committee
If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

16

Number of years as a resident in Marin?

20

Question applies to General Plan Advisory Committee
Please indicate the neighborhood you reside or own property/a business in.

☑ Northeast San Anselmo

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

Kim Pipkin (415) 755-[redacted] Ranjiv Khush (415) 680-[redacted] Mary Unger (415) 902-[redacted]

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I am the Principal Planner for the City of Mill Valley responsible for advance planning and General Plan implementation. Worked on their comprehensive General Plan Update, which was adopted in 2013. Very familiar with General Plan policy work, working with boards and the public as part of consensus building, and presenting information to various persons/committees.

Reasons for this appointment:

I am qualified and can help the City work toward the adoption of a General Plan Update.

What are your qualifications for this appointment?

My daily work for the City of Mill Valley entails long-range planning and implementation of General Plan policy work. I have worked on a comprehensive General Plan Update, as well as three Housing Element updates. Most recently, I worked on an update to the Climate Element and Climate Action Plan, which was adopted on May 6, 2024. I have worked with Christine O'Rourke as well as Heidi Scoble on housing and sustainability policy related matters..

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I would love to help the City I live in, given my background and expertise. I also have three children, and would like to illustrate to them the importance of giving back and volunteering in your community.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Natural Resources, Open Space, and Conservation
- [x] Climate Change and Sustainability
- [x] Community Outreach and Engagement
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Age Friendly Community

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

While not a "current" issue, change is always the hardest discussion item. But, to keep the goals and values of the town it is important to make sure that we are able to adapt to maintain assets we treasure. In terms of a "current" issue, I think land use continues to be the largest issue facing the City in terms of balancing open space interests; business/economic vitality; parking; and housing needs.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Heidi Scoble

LinkedIn Profile

Danielle Staude

mill_valley_-_comp_plan_small_merit.pdf

Upload a Resume

City_Council_Staff_Report_9-30-13.pdf

You may attach other documentation which you believe would be helpful to the Council in its selection process.

City_Council_Staff_Report_10-7-13.pdf

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Danielle Staude

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

American Planning Association
California Chapter
Northern

Making Great Communities Happen

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Jeff Baker
DIRECTOR ELECT
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PLANNING DIVERSITY DIRECTORS
Miroo Desai, AICP | **Cindy Ma**
PROFESSIONAL DEV. DIRECTOR
Tania Sheyner, AICP
STUDENT REPRESENTATIVES
Edward "Ted" Graves | **Amanda Becker**
SUSTAINABILITY DIRECTORS
Katja Irvin, AICP | **Dave Javid,** AICP
UNIVERSITY LIAISON
Justin Meek, AICP
WEBMASTER
Ronny Kraft
SECTION HISTORIAN
Juan Borrelli, AICP
YOUNG PLANNERS GROUP
Shannon Fiala | **Jason Su**
REGIONAL ADVISORY COORDINATORS
East Bay – **Florentina Craciun**, AICP
East Bay – **Dahlia Chazan,** AICP
Monterey Bay – **Aaron Ackerman**, AICP,
Justin Meek, ACIP
North Bay – **Kristine Gaspar**
Peninsula – **James Castañeda**, AICP
Redwood Coast – **Stephen Avis**, AICP
San Francisco – **Brian Soland**, AICP
South Bay – **Jonathan Schuppert**, AICP

April 23, 2014

Danielle Staude
City of Mill Valley

Via Electronic Mail: dstaude@cityofmillvalley.org

Re: 2014 APA California Northern Awards

Dear Danielle,

Congratulations on behalf of the 2014 APA California Northern Section Awards Program Co-Directors and Jury! Your nomination of the Mill Valley 2040 General Plan has been selected for an **Award of Merit in the category of Comprehensive Plan - Small Jurisdiction.**

You and all of the award winners and nominees are invited to attend the Northern Section Awards Ceremony on Friday, May 16, 2014, at the Parc 55 Wyndham Hotel, Union Square, San Francisco. For further information, including how to buy tickets to the Ceremony, please visit the following link:

http://norcalapa.org/programs/awards/

Again, congratulations and thank you for the time spent on the award nomination and application. We look forward to hearing from you and hope to see you at the APA California Chapter Northern 2014 Awards Ceremony.

Sincerely,

Eileen Whitty, AICP

John Cook, AICP

STAFF REPORT

TO: Mayor and City Council

FROM: Mike Moore, Planning and Building Director
Danielle Staude, Senior Planner, MV2040 Project Manager

SUBJECT: Continued Review and Consideration of a Recommendation from the Planning Commission to Certify the MV2040 General Plan Final Environmental Impact Report, Adopt a Statement of Overriding Considerations, Adopt the MV2040 General Plan and Adopt the 2009-2014 Housing Element

DATE: September 30, 2013

Approved for Forwarding:

_____

James C. McCann, City Manager

Note: The Draft MV2040 General Plan, 2009-2014 Housing Element and Final Environmental Impact Report can be downloaded online at www.cityofmillvalley.org/generalplan. Hard copies are available for review at City Hall (26 Corte Madera Avenue) and the Public Library (375 Throckmorton) during normal business hours. (Please note City Hall is closed every other Friday).

Issue:

Certification of the MV2040 General Plan Environmental Impact Report and adoption of the MV2040 General Plan and 2009-2014 Housing Element.

Recommendation:

1) Receive presentation, take public comment, discuss and provide direction to staff on each Element of the Draft MV2040 General Plan, including the 2009-2014 Housing Element, as time permits (*the City Council completed its review of the Final EIR for the General Plan and the Introduction and Land Use Element of the General Plan on September 16*); and

2) Continue the Public Hearing to the October 7, 2013 Regular City Council meeting to consider any final public and/or City Council recommendations and adopt the following Resolutions:

- Resolution 13-43 Certifying the Final MV2040 General Plan Environmental Impact Report (FEIR) for the MV2040 General Plan and adopting a Statement of Overriding Considerations Pursuant to Section 15093(b) of the California Environmental Quality Act Guidelines;
- Resolution 13-44 Adopting the MV2040 General Plan; and
- Resolution 13-45 Adopting the 2009-2014 Housing Element.

Background:

A summary of the contents of the Draft MV2040 General Plan, the Draft 2009-2014 Housing Element and the Final Environmental Impact Report (FEIR) on the General Plan and Housing Element can be found in **Attachment 1**. Please note that this is the Staff Report only for the September 16, 2013 and does not include all of the identified attachments to that report. All of the General Plan related information and correspondence that was part of the September 16, 2013 agenda packet is available online at:

http://www.cityofmillvalley.org/Index.aspx?page=1356 (Hard copies available at City Hall and the Mill Valley Library)

Attachment 2 to this report includes a copy of the recommended amendments to the General Plan and Housing Element from the Planning Commission ("Exhibit A" to the adopted Planning Commission resolution).

At the initial City Council public hearing to consider the Draft MV2040 General Plan, Draft 2009-2014 Housing Element and the Final EIR on September 16, 2013, the City Council took public comment on and discussed the contents of the Final EIR. Following that, the Council then began its review of the Draft General Plan. In the time allotted for the City Council to take public comment and discuss the contents of the Plan, as well as the recommendations of the Planning Commission, the Council was able to complete its review of the Introduction to the General Plan and the Land Use Element. At that point, the Council continued the public hearing to a Special Meeting on Monday, September 30.

The Council will continue its Element-by-Element review on September 30, commencing with the **Mobility Element**, and proceeding through each remaining Element, including the Draft 2009-2014 Housing Element using the same format: brief introduction and overview by staff; City Council questions and comments; public testimony; and then City Council deliberation and direction. At the conclusion of the meeting on September 30, the City Council will continue the public hearing, as well as any remaining Draft General Plan and Draft Housing Element review and deliberations to its regular meeting of Monday, October 7, 2013.

Discussion:

Other than this Staff Report, there is no new or additional information being provided to the City Council for this continued public hearing. Should we receive any communications from the public, we will pass those along as they come in. As the City Council proceeds through its review of the FEIR, Draft MV2040 General Plan and the Draft 2009-2014 Housing Element, staff has been noting all recommended changes or additions. All of the recommended changes will be collected and incorporated into the final approved documents. We would also request that any spelling, punctuation, grammar, syntax or formatting errors that you may find in your review should be passed along directly to staff.

Fiscal Impact:

N/A

Attachments:

1. September 16, 2013 City Council Staff Report (report only, no attachments)
2. "Exhibit A", Planning Commission Recommended Revisions to the Draft MV 2040 General Plan and 2009-2014 Housing Element

STAFF REPORT

TO: Mayor and City Council

FROM: Mike Moore, Planning and Building Director
Danielle Staude, Senior Planner, MV2040 Project Manager

SUBJECT: Final Review and Consideration of a Recommendation from the Planning Commission to Certify the MV2040 General Plan Final Environmental Impact Report, Adopt a Statement of Overriding Considerations, Adopt the MV2040 General Plan and Adopt the 2009-2014 Housing Element

DATE: October 7, 2013

Approved for Forwarding:

_____

James C. McCann, City Manager

Note: The Draft MV2040 General Plan, 2009-2014 Housing Element and Final Environmental Impact Report and all associated staff reports, attachments and communications can be downloaded online at www.cityofmillvalley.org/generalplan. Hard copies are available for review at City Hall (26 Corte Madera Avenue) and the Public Library (375 Throckmorton) during normal business hours. (Please note City Hall is closed every other Friday).

Issue:

Certification of the MV2040 General Plan Environmental Impact Report and adoption of the MV2040 General Plan and 2009-2014 Housing Element.

Recommendation:

At its September 16 and 30, 2013 meetings, the City Council took public testimony and considered the comments of the public and each member of the City Council in its review of the Final EIR for the General Plan and Housing Element, and its review of each of the "Elements" of the MV2040 General Plan, except for the 2009-2014 Housing Element. For the October 7, 2013 meeting, staff recommends that the City Council:

1) Receive presentation, take public comment, discuss and provide direction to staff on any proposed modifications or amendments to the 2009-2014 Housing Element;

2) Review "EXHIBIT A, City Council Recommendations" **(Attachment 1)**, which will become part of City Council Resolution 13-44 (**Attachment 3**) adopting the MV2040 General Plan. Exhibit A includes all of the proposed modifications and amendments made to the Draft MV2040 General Plan by City Council through the September 16 and September 30, 2013 public hearings; and

3) Adopt the following Resolutions:

- Resolution 13-43 (**Attachment 2**): Certifying the Final MV2040 General Plan and 2009-2014 Housing Element Environmental Impact Report (EIR) and adopting a Statement of Overriding Considerations Pursuant to Section 15093(b) of the California Environmental Quality Act Guidelines;
- Resolution 13-44 (**Attachment 3**): Adopting the MV2040 General Plan, including City Council's final recommended modifications identified in "Exhibit A" **(Attachment 1);** and
- Resolution 13-45 (**Attachment 4**): Adopting the 2009-2014 Housing Element.

Background:

Please note that this is the Staff Report only for the October 7, 2013 public hearing. All of the General Plan related information and correspondence that was part of the prior hearings on September 16 and 30, 2013 is available online at:

http://www.cityofmillvalley.org/generalplan

The prior City Council hearings of September 16 and 30, 2013 can also be viewed online through the city's video webcasting at:

http://www.cityofmillvalley.org/Index.aspx?page=1167

At the initial City Council public hearing to consider the Draft MV2040 General Plan, Draft 2009-2014 Housing Element and the Final EIR on September 16, 2013, the City Council took public comment on and discussed the contents of the Final EIR. **Attachment** 5 contains the modifications to the Final EIR based on City Council comments at the September 16 meeting.

Following the consideration of the Final EIR, the Council then began its review of the Draft General Plan. On September 16, the City Council completed its review of the Introduction and the Land Use Element of the MV2040 General Plan. The public hearing was then continued to September 30, 2013. On September 30, City Council completed its review of the Mobility, Community Vitality, Natural Environment, Climate Action,

Hazards and Public Safety and Noise Elements, as well as the General Plan Administration chapter of the MV2040 General Plan.

The City Council hearings and review to date have considered the Planning Commission recommendations to the City Council following their public hearings on the Draft EIR, General Plan and Housing Element on July 22, 24 and 25, 2013, and all written and oral public comments. The Council has completed its review of all the MV2040 General Plan Elements with the exception of the 2009-2014 Housing Element, and has continued the public hearing to Monday, October 7, 2013.

Discussion:

Prior to taking the recommended actions to certify the General Plan/Housing Element EIR, adopt the MV2040 General Plan and adopt the 2009-2014 Housing Element, the City Council has continued the public hearing in order to review its proposed modifications and revisions to the General Plan and to take public comment and consider any possible modifications or amendments to the Housing Element. General Plan modifications and amendments considered by the City Council at its public hearings on September 16 and September 30, 2013 are listed in the attached "Exhibit A" (**Attachment 1**) and discussed immediately below. Following final review of Exhibit A, the City Council will then separately consider the 2009-2014 Housing Element.

EXHIBIT A, CITY COUNCIL RECOMMENDED CHANGES TO THE MV2040 GENERAL PLAN (except the 2009-2014 Housing Element)

Exhibit A (**Attachment 1**) summarizes all of the City Council directed amendments and modifications to the Draft MV2040 General Plan based on public comments and City Council review and consideration on September 16 and September 30. The Exhibit identifies the location in the document (by Element, page number and portion of the narrative text or Goal, Policy or Program number) for of each of the substantive changes directed by the City Council and provides the added or deleted language using underlining or ~~strikethrough~~ to reflect the changes. City Council or member of the public (with City Council support) recommended minor wording changes that did not change the substance of the particular narrative description or Goal, Policy or Program (for example, the deletion of the brand name "Jacuzzi" from the description of the spa at the Community Center) are not included in Exhibit A, but will be incorporated into the final published version of the MV2040 General Plan along with all other identified spelling, punctuation and other typographical errors. Exhibit A also includes the Planning Commission final recommendations not deleted or modified by the City Council. These are highlighted in grey in the Exhibit. This is a complete list of all substantive changes to be incorporated into the MV2040 General Plan upon adoption, including:

- Revisions to the Introduction and the Mobility, Community Vitality and Housing Elements of the MV2040 General Plan to address the "demographic shift" of younger families with school age children moving into Mill Valley and its

potential impact on population growth. The revisions include a new Land Use Program (LU.1-4) to assess the potential impacts as part of the 5-year comprehensive review of the General Plan. This information has also been incorporated into the Alternatives Analysis of the General Plan/Housing Element EIR. The revisions to the FEIR are addressed in **Attachment 5**.

- Consolidation of the two separate sets of policies and programs related to Parking in the Mobility Element into one policy and related programs.

- Consolidation of the eight programs associated with Community Vitality Element Policy CV.7 (Library) into three programs.

- Addition of a new Goal, Policy and Programs related to youth and adult sports.

- Revision of Community Vitality Element Art Goal 3 and Policy 6 related to funding and services for the arts and the deletion of Art Policy 7 and Programs 7-1 and 7-2 related to scheduling preferences and fee waivers for arts activities at City facilities.

- Revisions to the Natural Environment Element to add narrative language and maps relating to Richardson Bay and Mill Valley Watersheds and to provide additional information on local plant and animal species (this is in addition to the new, more extensive Natural Environment maps that were introduced as part of the packet for the September 16 City Council public hearing in response to concerns about the maps in Draft MV2040 General Plan Natural Environment Element). Revisions will also be made to the General Plan Glossary (Appendix E) to add terms from the Natural Environment Element.

- Addition of narrative language and two new programs (CL.1-1 and 1-2) to the Climate Action Element regarding Marin Energy Authority (MEA) and Marin Clean Energy (MCE) and its contributions to reducing GHG emissions and renewable power supplies.

Exhibit A will be adopted as part of Resolution 13-44, adopting the General Plan.

DRAFT 2009-2014 HOUSING ELEMENT

The 2009-2014 Housing Element is part of and must be consistent with the General Plan, but is under separate cover and is formatted differently from the other General Plan Elements in order to address specific requirements of state law:

- Chapter 2 of the Housing Element – the "Housing Plan" – contains all of the goal, policy and program recommendations and was the focus of review by the Land Use and Mobility Working Group and the General Plan Advisory Committee.

- Chapters 3 and 4 – the "Housing Needs Summary" and "Housing Resources", respectively – describe the particular housing-related circumstances of Mill Valley (based on U.S. Census, State Department of Finance and local data and research) that provide the foundation for the recommendations in Chapter 2.
- Appendices A through D go into greater detail about local housing needs and constraints as required by state Housing Element law.
- Appendix C provides the details of the site capacity analysis that shows that the City has identified sufficient sites within the City and under existing zoning designations to meet the total housing units (292) and the number of units by income category (from "Very Low" to "Above Moderate") of the City's 2009-2014 Regional Housing Needs Allocation (RHNA).

Following City Council adoption, the 2009-2014 Housing Element will be sent to the State Department of Housing and Community Development (HCD) for one last review and certification. Based on the HCD letter to the City dated August 15, 2013, this will be a formality since HCD has already determined that the draft 2009-2014 Housing Element meets the requirements of state Housing Element law. With the adoption of the Housing Element, however, the City will have some immediate implementation work to do primarily in the area of Zoning Ordinance changes. More detail and recommendations for that work will be coming to the City Council at the October 21 meeting. In addition, work will need to begin on the 2014-2022 Housing Element. Fortunately, much of what is already in the 2009-2014 Housing Element can be carried over and repackaged – including the site capacity analysis – into the next Element. The City Council will also recall that our Regional Housing Needs Allocation for the 2014-2022 Housing Element cycle is significantly lower: 129 total units for 2014-2022, compared to 292 total units for 2009-2014. The October presentation to the City Council will also discuss and make recommendations regarding the 2014-2022 Housing Element.

Next Steps:

In anticipation of the General Plan and Housing Element being adopted following the public hearing on October 7, the next and final steps in completing the General Plan update process will be the preparation of the final General Plan document for publication: as a printed document and electronically. That will include a final editorial review (spelling, punctuation, grammar, internal consistency, etc.) and creating a format that will make the document accessible and easy to use. There was much discussion, particularly during the Working Group stage of the process, about creating a document that could be viewed on a variety of electronic platforms and that could be used more interactively by the community. This was seen as a way of making the Plan more dynamic and relevant over time in guiding policy-making and decisions, as well as reinforcing the identified Community Values. Although the General Plan will become effective immediately, we anticipate that it will take a couple of months to do the final editing and formatting. We will keep the Council apprised of that process.

Another addition to the General Plan will be a "Forward" which is currently being drafted for City Council review and approval. Work on the Forward was initiated by Mayor Berman with assistance from City staff. The draft Forward will be distributed to the City Council for its review once it is completed.

The City Council, Planning Commission, the GPAC, the three Working Groups and the entire community should be very proud and gratified by the efficient, civil and productive way that this update process has progressed. To complete a comprehensive General Plan update and a Housing Element in less than two years and with the wide range of public outreach and participation that it fostered is not only quite an extraordinary accomplishment, but speaks volumes of the interest, commitment, thoughtfulness and civic pride of Mill Valley's citizens. Congratulations.

Fiscal Impact:

N/A

Attachments:

1. Exhibit A to City Council Resolution 13-44: "City Council Recommendations"

2. City Council Resolution 13-43: Certifying the Final MV2040 General Plan Environmental Impact Report (FEIR) for the MV2040 General Plan and adopting a Statement of Overriding Considerations Pursuant to Section 15093(b) of the California Environmental Quality Act Guidelines;

3. City Council Resolution 13-44: Adopting the MV2040 General Plan, including City Council final recommended modifications identified in Exhibit A of the Resolution;

4. City Council Resolution CC13-45: Adopting the 2009-2014 Housing Element

5. FEIR Errata Sheet

6. October 13, 2013 Letter from Lucy Mercer and Tammy Edmonson, Throckmorton Theater

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Question applies to multiple boards

If you are interested in applying for a Youth Commissioner opportunity, please click here. You will not need to fill out the below form to be considered for a Youth Commissioner position.

April (First Name) | A (Middle Initial) | Hewes (Last Name)

hewesgirl@aol.com (Email Address)

[redacted] (Home Address) | UNIT [redacted] (Suite or Apt)

San Anselmo (City) | CA (State) | 94960 (Postal Code)

Home: (801) 750-1191 (Primary Phone) | (Alternate Phone)

Occupation

CHAPLAIN/Graduate Student

Employer's Address

San Francisco Theological Seminary-Redlands University Deans Office 105 Seminary Road, San Anselmo CA 94960

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

San Francisco Theological Seminary

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

8

Number of years as a resident in Marin?

8

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Downtown

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

Linda Kenton 415.258.4656 John Falcone Ph.D. 415.451.2824 Rev Laurie Garrett-Cobbina Ph.D. 415.451.2889

Education Level Achieved *

☑ Doctorate/PhD

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

Currently serving on the Racial Equity Committee of San Anselmo Past service in Salt Lake City, Utah

Reasons for this appointment:

Transparency in the planning process of the Town of San Anselmo is so important for those of us who are under-represented. I want to share my diverse perspectives and others, in order to raise up more of San Anselmo's less heard voices.

What are your qualifications for this appointment?

Multiple years of public service in San Anselmo, CA and Salt Lake City, UT

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

It is so important to have many voices represents in town planning, especially those who are less represented.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Community Outreach and Engagement
- [x] Other

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

Public workshops and feed back is so important. This way more of our town has the chance of being represented

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Radical Equity Committee

LinkedIn Profile

https://www.linkedin.com/in/april-hewes-7a602017/

PCUSA_Resume_2018.docx

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

April Hewes

April A Hewes

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

April A Hewes

April Ann Hewes CSW, MSW, D.Min. Student
[redacted]
San Anselmo, CA 94960
(801)750-1191
Hewesgirl@aol.com

Certified Social Worker License #: 376220-3502
Substance Abuse Emphasis
International Social Work Emphasis
Attachment/Children Focus

Education

San Francisco Theological Seminary
San Anselmo, California
Master of Divinity
GPA 3.3
Graduation: June 5, 2019
Doctor of Ministry Student
Currently Attending

University of Utah
Salt Lake City, Utah
Master of Social Work
Clinical Social Work
Emphasis in Addiction Counseling
GPA 3.6
Graduation: May 7th 2009

Utah State University
Logan, Utah
Bachelor of Science
Major in Psychology; Minor in Sociology
GPA. 3.6
Graduated May 6th 2006

Experience

Holy Grounds Manager
Creator of “The Kids Corner” and “SFTS Hildegard of Bingen Food Bank Program”
San Francisco Theological Seminary
San Anselmo, California
2017-Current
Supervisor: Rev Dean Laurie Garrett-Cobbina, Ph.D.
415.451.2889
l_garrett-cobbina@redlands.edu

San Francisco Theological Seminary
Maintenance Dept
San Anselmo, California
2019-2024
Supervisor: Dean Hansen
415.686.2388

Interfaith Counseling Center
Administration
San Francisco Theological Seminary
San Anselmo, California
2016-Current
Supervisor: Scott Sullender Ph.D.
415-256-9701
ssullend@gmail.com

Furniture Fair Staff
San Francisco Theological Seminary
San Anselmo, California
2017-Current
Supervisor: Nancy Gutgsell
415-451-2816

Family Promise
Homeless Family Shelter/Services
Salt Lake City, Utah
Hosting/”Super Volunteer”: 17 Years
Office Assistant: 2 Years
Program Director: Tony Milner
801-792-7395

Bud Bailey Apartment Complex
Youth/Adult International Refugee Program
Salt Lake City, Utah
1 Year
Computer education, tutoring, teen program assistant
801-270-1330

Emerson Elementary
Salt Lake City, Utah
4 Years
Teachers Assistant
Special Education/Music
Kindergarten-Sixth Grade
Teacher: Budge Thomas Porritt
Principle: Daniel Burgeman

MSW/CSW
Family Support Center
Life Start Village
Midvale, Utah
2 years
Substance Abuse/Relapse Prevention
Group Work
Women/Children
Supervisor: Bonnie Peter, LCSW

Master of Social Work Intern
House of Hope
Salt Lake City, Utah
1 Year
Addiction Therapist with Women/Kids
Individual/Groups
Supervisor: Debbie Sutherland, LCSW

Master of Social Work Intern
Intermountain HealthCare Central Dialysis
Salt Lake City, Utah
1 Year
Medical Social Work/Case Manager
Individual/Groups
Supervisor: Kimberly Stone-Garcia, LCSW

Master of Social Work Intern

University of Utah Neuropsychiatric Institute
Neurobehavioral H.O.M.E.
Salt Lake City, Utah
1 Year
Clinical/Medical Social Work with People (Children and Adults) with Disabilities
Supervisor: Robert Buccerie, LCSW

The Children's Center
Teacher Assistant/Volunteer in Therapeutic Preschool
Salt Lake City, Utah
3 Years
Working with Young Children (ages 2-6 years old)
Day Treatment
Clinical Director: Douglas Goldsmith, PhD

Copper Hills Youth Psychiatric Hospital
Mental Health Support Worker
South Jordan
1 Year
Case Management with Adolescence
Facilitating Groups and Patient Safety

Valley Mental Health R-Tec Satellite
Mental Health Support Worker
Murray, Utah
1 Year
Inpatient Case Management with Male Teen Sex Offenders
Facilitating Groups and Patient Safety

RISE INC
Helmsman/Alta/Turnburry Group Home Staff Member
Salt Lake City, Utah
3 Years
Disability Support Staff

Honors/Leadership

Godly Play Certified Teacher
San Francisco Theological Seminary Student Government 2017-2018
San Francisco Theological Seminary Food Bank Volunteer 2016-Current

Practicum Award Leadership Board 2009
Master of Social Work Diversity Chair Student Council 2008-2009
Member of the Golden Key International Honour Society 2007
Voices of Diversity Coordinator 2006
Member of Pinnacle, the National Honors Society 2005
The National Dean's List 2005

References:

1. Laurie Garrett-Cobbina
San Francisco Theological Seminary Dean
415.451.2889

2. Dean Hansen
San Francisco Theological Seminary Maintenance Lead
415.686.2388

3. Scott Sullender Ph.D.
Interfaith Counseling Center Supervisor
415-256-9701

4. John Falcone Ph.D.
San Francisco Theological Seminary Visiting Professor
415.451.2824

5. Tony Milner
Former Family Promise Director
801-792-7395

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Collin (First Name) | E (Middle Initial) | Martin (Last Name)

collin.martin@gmail.com (Email Address)

[redacted] (Home Address) | (Suite or Apt)

San Anselmo (City) | CA (State) | 94960 (Postal Code)

Home: (415) 298-3501 (Primary Phone) | (Alternate Phone)

Occupation

Management

Employer's Address

Advent Software 600 Townsend St. San Francisco, CA

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

no

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

4

Number of years as a resident in Marin?

4

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southwest San Anselmo

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

Amanda Martin 415.601.9111 Celeste Barnes 415.336.3817 Dan Bremer: 415.823.2952

Education Level Achieved *

☑ College/University Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

No public office but extensive experience organizing different groups and project management, etc.

Reasons for this appointment:

Would like to be involved in town planning and direction of development

What are your qualifications for this appointment?

Have experience in management of systems and people. Great interest in city planning and building better community spaces.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

Yes, would like to help plan the direction of the town. Not sure if it can be part of this committee, but would love to help develop a plan for a traffic circle at Red Hill/SFD intersection.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Natural Resources, Open Space, and Conservation
- [x] Parks and Recreation
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Public Services (i.e., roads, fire, police)
- [x] Other

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

Very interested in working on a traffic circle and development of community spaces.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Nextdoor

LinkedIn Profile

https://www.linkedin.com/in/collin-martin-1b95523/

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

Collin Martin

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

Collin E Martin

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Question applies to multiple boards

If you are interested in applying for a Youth Commissioner opportunity, please click here. You will not need to fill out the below form to be considered for a Youth Commissioner position.

Alexander (First Name) | C (Middle Initial) | Hamblet (Last Name)

alexanderhamblet@gmail.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (415) 497-4809
Primary Phone

Alternate Phone

Occupation

Student

Employer's Address

[redacted]

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Archie Williams

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

16

Number of years as a resident in Marin?

16

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southeast San Anselmo

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

Lauren Hamblet 415 233 1659 Cooper Little +1 (415) 991-9781 Tony Georges (415) 602-4151

Education Level Achieved *

☑ High School Diploma or GED

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I am a youth commissioner on the San Anselmo Open Space Committee

Reasons for this appointment:

I was recommended for the position and am interested in serving for this position

What are your qualifications for this appointment?

I am currently serving on a town board at the moment and also have very good grades. I have also lived in San Anselmo my whole life and am passionate about making it a better place.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I think it's exciting to control the future and I think it's important to make decisions in the moment that will effect your future. Some specific objectives I think we should work towards making our town more accessible and friendly for abilities and generations.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Natural Resources, Open Space, and Conservation
- [x] Community Outreach and Engagement

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

An issue I think this board is currently facing is San Anselmo is not a very appealing place for young people and younger generations to live or spend time.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

A recomendation from Lindsey Klein

LinkedIn Profile

[redacted]

Upload a Resume

[redacted]

You may attach other documentation which you believe would be helpful to the Council in its selection process.

[redacted]

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

Alexander Hamblet

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

Alexander C Hamblet

Student Name	Tamalpais Union High School District	Archie Williams High School
Hamblet, Alexander Cohen	**Archie Williams High School**	1327 Sir Francis Drake Bl San Anselmo, CA 94960 **January 12, 2024**

Perm ID	State ID	Grd
[redacted]	[redacted]	**10**

Date Of Birth: **03/06**[redacted]

Home Address: [redacted] **San Anselmo, CA 94960**

Phone	CEEB #
415-458-3400	**052770**

Counselor: **Kassebaum, Kyle**

	Course Title	Mark	Cred Att/Cmp
Archie Williams High	Yr: **2022** Term: **S1** Grade: **09**		
	English 1	A	5.0 / 5.0
	World History 1	A	5.0 / 5.0
	Geometry 1	A	5.0 / 5.0
	Physics in the Universe 1	A	5.0 / 5.0
	Spanish 3	A	5.0 / 5.0
	Art Explorations-fall	A	5.0 / 5.0
	PE Core 1	A	5.0 / 5.0
	Advisory	CR	0.5 / 0.5
	Cred Att: 35.5 Cred Cmp: 35.5	GPA: 4.00	
Archie Williams High	Yr: **2022** Term: **S2** Grade: **09**		
	English 2	A-	5.0 / 5.0
	World History 2	A	5.0 / 5.0
	Geometry 2	A	5.0 / 5.0
	Physics in the Universe 2	A	5.0 / 5.0
	Spanish 4	A	5.0 / 5.0
	Graphic Design 1-spr	A	5.0 / 5.0
	PE Core 2	A	5.0 / 5.0
	Advisory	CR	0.5 / 0.5
	Cred Att: 35.5 Cred Cmp: 35.5	GPA: 4.00	
Archie Williams High	Yr: **2023** Term: **S1** Grade: **10**		
	English 3	A	5.0 / 5.0
	Social Issues	A	5.0 / 5.0
H	Honors Advanced Algebra 1	A-	5.0 / 5.0
	The Living Earth 1	A-	5.0 / 5.0
	Physiology 1	B+	5.0 / 5.0
	Spanish 5	A	5.0 / 5.0
	PE Core 3	A	5.0 / 5.0
	Advisory	CR	0.5 / 0.5
	Cred Att: 35.5 Cred Cmp: 35.5	GPA: 4.00	
	Work In Progress		
Archie Williams High	Yr: **2023** Term: **S2** Grade: **10**		
	English 4		5.0 / 0.0
	World Cultures and Geography		5.0 / 0.0
H	Honors Advanced Algebra 2		5.0 / 0.0

Continued on next column...

	Course Title	Mark	Cred Att/Cmp
Archie Williams High	Yr: **2023** Term: **S2** Grade: **10**		
	The Living Earth 2		5.0 / 0.0
	Physiology 2		5.0 / 0.0
	Spanish 6		5.0 / 0.0
	PE Core 4		5.0 / 0.0
	Advisory		0.5 / 0.0
	Cred Att: 35.5 Cred Cmp:	GPA:	

Graduation Requirements - Credit Summary

Subject Area	Req'd	Comp	WIP	Need
Economics	5.0	0.0		5.0
Electives	50.0	21.5	10.5	18.0
English	40.0	15.0	5.0	20.0
Fine Arts	10.0	10.0		
American Government	5.0	0.0		5.0
Math	30.0	15.0	5.0	10.0
Physical Education	20.0	15.0	5.0	
Science	30.0	15.0	5.0	10.0
Social Science	30.0	15.0	5.0	10.0
TOTALS	220.0	106.5	35.5	78.0

AP = Advanced Placement   H = Honors   R = Repeat No Credit   C = Repeat with Credit   * = Modified

Grade Point Legend

Mark	Normal	Honors
A	4.00	5.00
B	3.00	4.00
C	2.00	3.00
D	1.00	1.00
F	0.00	0.00

GPA Summary

Total Weighted	**4.00**
Academic Wght	**4.00**
Acad Wght 10-12	**4.00**

NOTES

Enter Date: **08/17/2022**

Leave Date

Graduation Date

Class of 2026

Transcript is unofficial unless signed by a school official. ______________________ Date of Signature: 01/12/2024

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Richard
First Name

W
Middle Initial

Pratt
Last Name

rwesleypratt@gmail.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Mobile: (415) 830-7587
Primary Phone

Business: (415) 473-6497
Alternate Phone

Occupation

Attorney

Employer's Address

Hall of Justice, Room 145 3501 Civic Center Drive San Rafael, CA 94903

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

17

Number of years as a resident in Marin?

17

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Northwest San Anselmo

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

John Richard (781) 249-6850 Blake Rhodes (415) 531-9586 John Baker (415) 378-6626 David Ott (415) 816-2619

Education Level Achieved *

- [x] College/University Degree
- [x] Doctorate/PhD

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I served two terms as a Trustee of the Ross Valley School District from 2013-22. Accordingly, I am familiar with the Brown Act. I am also familiar with the roles and functions of those who comprise leadership of Town Government, i.e. "who does what" and "who is accountable to whom." I understand how to communicate civilly with town staff. I understand how to communicate civilly with members of the general public, including those who are uncivil, under-informed, and who jump to conclusions. I have no "agenda" in seeking to become a member of the General Plan Advisory Committee, other than an interest in giving back to the community that has given me and my family a great deal of happiness.

Reasons for this appointment:

I shall construe this question as asking why I had initially become interested in serving as a school board trustee. In 2013, I heard rumors in the community that there were potential candidates for school board (RVSD) who had agendas which were not in keeping with the general principles of fairness and equity in our public schools. In particular, I heard that there were significant governance problems at Manor School in Fairfax due to an imbedded school district program where there was longstanding and systematic socio-economic, gender, and disability discrimination. I became a trustee so that others with potentially improper agenda(s) could not be placed into an important decision-making position. When I became a trustee, I arrived with a completely open mind and did not automatically accept any of the rumors that I had heard. I sought to learn the truth on my own and in due course. While a trustee, a neutral third party investigator was hired and conducted a comprehensive investigation including numerous interviews. The investigator found multiple areas of discrimination within the imbedded school district program that had existed for years at Manor School. Even after being confronted with the investigative findings, the program refused to come within the proper governance of the school district Superintendent. The findings of discrimination understandably resulted in significant changes in the school district's approach to the program; it also resulted in the opening of a charter school, i.e., the leaders (and the teachers) responsible for the longstanding discrimination within the school district left the school district and started a new school outside of the school district. While this was a difficult process, it was necessary to take corrective action and to address the discriminatory practices. Discrimination in all forms is wrong. I was able to help solve a longstanding problem.

What are your qualifications for this appointment?

I respond to logic and reason. I do not have a hidden agenda. I would like to give back to the community. I have been an unpaid public servant and know the quiet satisfaction of being part of a solution. Also, I do not respond to under-informed insults from those in the general public who are constant complainers and are impossible to satisfy.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I am interested in hearing more about the potential ideas/solutions with respect to traffic flow at the hub. Also, while I was personally disappointed that Measure M did not pass back in 2019, I am interested in learning more about future plans as to upgrades at Memorial Park. I am also interested in learning more as to why some members of our constituency appear to be opposed to infrastructure upgrades.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Historic/Cultural Preservation
- [x] Natural Resources, Open Space, and Conservation
- [x] Climate Change and Sustainability
- [x] Parks and Recreation
- [x] Community Outreach and Engagement
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Health, Equity, and Environmental Justice
- [x] Public Services (i.e., roads, fire, police)
- [x] Natural Hazard Planning
- [x] Age Friendly Community

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

Building as much consensus as possible as we go forward. If future infrastructure change is part of San Anselmo's General Plan, I think part of the Committee's work should include engagement with those who have been historically at odds with change. The Committee may be able to pull otherwise oppositional constituents in as advocates for change by constructing a unified General Plan via good outreach and engagement.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

My son (Stuart Pratt) who is on a Town of San Anselmo sub-committee.

LinkedIn Profile

Yes.

RWP_Resume_May_2024.pdf

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

R. Wesley Pratt

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

R. Wesley Pratt

(415) 473-6497 (W)
(415) 830-7587 (Cell)
Wesley.Pratt@marincounty.gov

Legal Experience

Deputy District Attorney III *May 2023- present*
Office of the District Attorney, Marin County *San Rafael, CA*

- Insurance Fraud Prosecutor with focus on workers' compensation fraud and automobile insurance fraud overseeing two investigators and an administrative assistant.
- Responsible for multi-agency collaboration and communication with other city, county, and state agencies for investigation and prosecution.
- Bring extensive trial experience to office for office-wide consultations on effective investigation and prosecution of serious felony matters.
- Versed in the policies and procedures of the office, including use of office software including Darwin, Evidence.com, EJUS, and other software platforms.
- Demonstrated willingness to assist office-wide to support the mission of the District Attorney, including coverage of calendars so that colleagues are free to prepare cases for trial.

Deputy County Counsel *March 2023-May 2023*
Office of County Counsel, Sonoma County *Santa Rosa, CA*

- Brought on board in "Extra Help" capacity to assist litigation division.
- Assisted in all aspects of litigation, including trial, mediation, depositions, and general legal advice to multiple agencies within Sonoma County government.
- Advised all other practice groups on sensitive, high value cases in which prolonged and expensive litigation was contemplated.

Senior Litigation Attorney *October 2017-March 2023*
de la Pena & Holiday, LLP *San Francisco, CA*

- Conducted all aspects of litigation practice, including jury trials, discovery, mediation, arbitration, law and motion, post-trial motions, and appeals.
- Directed and supervised litigation team, including junior attorneys, paralegals, and administrative support staff.
- Extensive experience in advising clients and insurance carriers of risk, strategy, resolution, and creative avenues to resolve disputes while forging relationships of confidence and trust with clients, courts, and third-party witnesses.

Owner/Partner *July 2013-October 2017*
Brent, Fiol & Pratt, LLP *San Rafael, CA*

- Managed plaintiff's-side civil practice, including all aspects of litigation from initiation of suit through mediation, trial, and appeal.
- Completed lengthy jury trials resulting in verdicts in excess of one million dollars.

Partner *January 2000-July 2013*
Hassard Bonnington, LLP *San Francisco, CA*

- Civil litigation practice with an emphasis on medical malpractice cases.
- Clients included large international teaching hospitals, medical malpractice insurance companies, and local medical professionals.
- Extensive experience reviewing and understanding complex medical matters and consulting with experts.

Deputy District Attorney *November 1997-December 1999*
Office of the District Attorney, Sonoma County *Santa Rosa, CA*

- Managed criminal court case load in misdemeanor trial department.
- Conducted criminal jury trials, including all pretrial phases through sentencing.

Bar Admissions

State Bar of California, November 1997 (SBN 191159)

United States Supreme Court

Ninth Circuit Court of Appeals

United States District Court, Eastern District of California

United States District Court, Northern District of California

Education

McGeorge School of Law, University of the Pacific *May 1997*
Juris Doctor Degree *Sacramento, CA*

Vanderbilt University *May 1989*
Bachelor of Science *Nashville, TN*

Elected Office

Ross Valley Elementary School District Trustee (Two Terms) 2013-22

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Nicholas (nick) — First Name
— Middle Initial
Pappas — Last Name

nick@npenergyca.com — Email Address

[redacted] — Home Address
— Suite or Apt

San Anselmo — City
CA — State
94960 — Postal Code

Home: (925) 262-3111 — Primary Phone
— Alternate Phone

Occupation

Consultant, Energy and Climate

Employer's Address

Self-Employed / Remote

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

1

Number of years as a resident in Marin?

1

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southwest San Anselmo

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

I just moved here and am just getting to know other members of the community. If it is important to have references, I can provide some local (or non-local) acquaintances who are familiar with my broader personal and professional work related to this appointment. Note: We are committed to remaining in the area until 2033 (end of high school).

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

While I have never held public office or been appointed to a board, the entirety of my professional career has focused on working in and around local, state, and federal government, with specific interest in climate policy related to this Commission. As outlined in my resume, this experience began with a role as legislative staff in the California State Assembly and continued in roles leading energy policy development for a local government trade association (CalCCA, which includes MCE as a member) and continues in my role as a consultant advising environmental NGOs and clean energy stakeholders on policy engagement at federal, state, and local agencies. As a private citizen, I have been active in transportation advocacy at the local level in my prior communities (Truckee, Sacramento) and look forward to continuing that engagement in San Anselmo.

Reasons for this appointment:

I am deeply interested in the role of transportation planning as it relates to quality of life, economic and social well-being, and environmental outcomes. I am a daily user of (and taxpayer for) San Anselmo traffic infrastructure and have personal experience as a driver, bike commuter, pedestrian, transit rider, and parent of children regularly walking and biking on local streets. My interest in this appointment stems from a desire to be an active, contributing member of my community, and I believe the general plan is a critical foundation from which broader community policies develop and evolve. While I am new to San Anselmo, our family is committed to remaining in the area until our oldest completes high school in 2033, and this feels like an important opportunity to dive into community engagement.

What are your qualifications for this appointment?

I have over a decade of professional experience engaging with energy, transportation, and climate issues in state and local policy, including graduate coursework in transportation planning as part of my MS degree through the UC Davis Institute of Transportation Studies (everything from emissions policy briefs to simulations in TransCAD). As in my professional work, I hope to leverage my multidisciplinary background to support robust, collaborative development of and deliberation around the general plan.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

Fundamentally, my interest stems from a desire to be an active participant and contributor to the ongoing effort to improve the community in which I live. My family and I are daily users of the San Anselmo transportation network, we shop and dine locally, we socialize and build our communty in the neighborhoods in which we live. We are also stakeholders in the community's risks - wildfire and flood risk, traffic congestion, unsafe routes to school, challenging economics for socioeconomic diversity and a diverse workforce, etc. Participating in the advisory committee for the general plan feels like an important (and somewhat rare) opportunity to engage meaningfully with the significant policy and planning questions facing our community.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Climate Change and Sustainability
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Health, Equity, and Environmental Justice

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

San Anselmo is a quiet, beautiful, serene community. Yet much of what underlies its charm and desirability also frame its long-term challenges: its car-dependence as a bedroom community in the era of remote work, its forests and cliffs in an era of extreme wildfire risk and severe precipitation, its exclusivity in an era of community and state pressure on housing equity and diversity. While these issues transect jurisdictions and policy processes, the general plan is a critical process and document to engage meaningfully with these long-term challenges and offer the community an opportunity to build a better future. I would be honored to be a part of that process.

Nicholas (nick) Pappas

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

https://www.townofsananselmo.org/

LinkedIn Profile

https://www.linkedin.com/in/nickpappas/

Nick_Pappas_Resume_2024_05_10.pdf

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Nicholas Pappas

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

Nicholas (nick) Pappas

Nick Pappas

925.262.3111 | Nick@NPEnergyCA.com | LinkedIn

SUMMARY

Electric sector consultant providing strategy and expertise for the 21st century grid. Mission-driven focus on the development and implementation of policy, market, and technology solutions to rapidly decarbonize global energy systems.

EXPERIENCE

NP Energy LLC, San Anselmo, CA 03/2021-Present

Principal

- Lead a boutique consulting firm focused on supporting utility sector decarbonization, with particular emphasis on the intersection of reliability and decarbonization in utility resource planning.
- Provide synthesis, analysis, and strategy for clients adapting to structural changes in the energy market and policy ecosystem, with expertise in integrated resource planning, reliability markets and programs, and clean energy policies, and lifecycle emissions analysis
- Develop and implement regulatory and legislative strategies for clean energy deployment; recent engagement and advocacy focused in western states (CPUC, OPUC, PUCN, WRAP) and wholesale markets (PJM, MISO, ISO-NE).
- Advise clean energy startups on product and go-to-market strategy in the highly complex utility industry.

California Community Choice Association (CalCCA), Sacramento, CA / San Francisco, CA 01/2019-03/2021

Director of Strategic Initiatives and Outreach

- Led CalCCA's resource planning and procurement efforts, including internal policy development and consensus-building, policymaker and stakeholder engagement, and thought leadership on the suite of electric sector policy and market transformations impacting competitive retailers in California's hybrid electricity market.
- Developed and managed CalCCA's energy data program, the engine of CalCCA's data-driven policy advocacy, communications, and internal benchmarking efforts across over twenty member CCAs.

UC Davis Energy Graduate Group (UCD), Davis, CA 09/2016-01/2019

Masters Student, Energy Systems & Graduate Student Researcher, UCD Department of Economics

- Augmented public policy career with interdisciplinary deep dive into 'hard skills' – theory, methods, data analysis, and other aspects of economics, policy, and engineering disciplines related to energy, transportation, and climate.
- Conducted research on electric sector policy design and transportation electrification under faculty advisors from Economics (Prof. James Bushnell) and Civil and Environmental Engineering (Prof. Alissa Kendall).

Energy and Environmental Economics (E3), San Francisco, CA 06/2018-09/2018

Summer Associate (Internship)

- Developed E3 policy research, strategic analysis, and recommendations for California's retail choice transition.
- Contributed data analysis, visualization, and financial modeling for joint-utility building electrification study.

Southern California Edison (SCE), Sacramento, CA 12/2012-05/2016

Senior Legislative Advocate | Legislative Advocate

- Managed SCE position development, negotiation, advocacy, and coalition outreach on dozens of bills spanning the full spectrum of utility operations, including resource planning, transmission, distribution, rate design, demand-side management, and distributed resources.
- Developed lasting relationships with energy sector policymakers and stakeholders through a collaborative approach emphasizing the development of viable, sustainable policy solutions for the energy transition.

California State Assembly, Sacramento, CA 10/2010-12/2012

Legislative Director | Jesse M. Unruh Assembly Fellow

- Developed an insider's view of energy policy and politics as the advisor to a key member of the Assembly Committee on Utilities and Commerce during the formative period of California's climate policy development.
- Managed the legislative agenda and bill analysis for thousands of committee and floor votes and met with hundreds of community and stakeholder interests on legislative and community issues.

EDUCATION

M.S. Energy Systems – University of California, Davis 2018

Jesse M. Unruh Assembly Fellowship – California State Legislature 2011

B.A. Economics; Minors Writing, Latin American Studies – University of California Davis 2010

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Jill
First Name

Middle Initial

Mcnamara
Last Name

jminus@comcast.net
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (415) 847-2067
Primary Phone

Alternate Phone

Occupation

RN Labor and Delivery

Employer's Address

1101 Van Ness, San Francisco

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

27

Number of years as a resident in Marin?

27

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Ross Valley Flats

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

Elaine Tope 415-254-9532 Susan Cronk 415 377 1462 Kathy Civetz 415 999 2599

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

None

Reasons for this appointment:

A love of San Anselmo and an interest in participating in a public process to help this town remain as a great place to live.

What are your qualifications for this appointment?

I have a masters degree in urban in planning from UC Berkeley (1992). Before becoming an RN, I worked as a project manager for EAH (a local affordable housing developer) and as an environmental planner for a firm preparing environmental impact reports, mostly for general plan amendments and redevelopment projects.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

Now that my children are adults and I have more time, I am looking forward to being more involved in the community.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

☑ Land Use

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

Re-use of under utilized town properties Availability of housing affordable for those who grew up and/or work in our community Redevelopment of Creek Park Bike safety

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

email

LinkedIn Profile

Jill Minus

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Jill McNamara

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

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.1

MEETING DATE: June 11, 2024

AGENDA TITLE: Approval of the Draft Minutes of the Regular Town Council Meeting of the May 28, 2024

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For Council to consider the approval of the Draft Minutes of the Regular Town Council meeting of May 28, 2024.

ATTACHMENT:

Attachment 1- May 18, 2024 Draft Minutes

San Anselmo Council Minutes
Regular Meeting
Town Council Chambers and via Zoom
Tuesday, May 28, 2024

Interviews for the General Plan Advisory Committee- 6:00 p.m.

The Council interviewed Irene White, Stanley Skipworth, Monica Schmiede, Jonathan Branch, Shaun Thurtell, Sara Robinson, Elsa Hunt, Kerrie McHugh, and Andrew McCune. Benedetto Cico and Laurie Berliner were no show.

Call to Order: Optional Pledge of Allegiance

COUNCILMEMBERS PRESENT: Steve Burdo
Eileen Burke, Mayor
Brian Colbert
Alexis Fineman
Tarrell Kullaway

STAFF MEMBERS PRESENT: Dave Donery, Town Manager
Megan Acevedo, Town Attorney
Emily Longfellow, Assistant Town Attorney
Serge Avila, Town Clerk
Jeff Zuba, Finance Director
Sean Condry, Public Works Director

Open Time for Public Expression

Ms. Mara Boser and Ms. Jennifer Oliver stated they own property on Cedar Street and delivery trucks have to drive over their driveway aprons due to the narrowing of the street. They asked the Town to split the cost of the repairs and eliminate parking on that one section of the road.

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

Councilmember Burdo reported he did not have any liaison meetings since the last Council meeting; he attended the Memorial Service for Ross Valley Fire Department Captain Rick Attix; the celebration for the Hawthorne property hosted by the Open Space Committee.

Councilmember Colbert reported on the San Rafael “State of the City”; attended the Memorial Service for RVFD Captain Attix; the opening of the North/South Greenway project; the Fairfax/San Anselmo EV Bike Show; Cedars Spring Event; the Marin Forum; the Marin County Council of Mayors and Councilmembers (MCCMC) meeting; the Marin Catholic Open House; the Golden Gate Transit Open House; the Housing Conference in Petaluma; the Transportation Authority of Marin (TAM) meeting.

Vice Mayor Kullaway reported she participated in Bike to Work Day; attended the MCCMC meeting; the Golden Bell Award Ceremony; the Hawthorne Canyon party; warned that Azalea Hill to Ridgecrest will be closed to all users for the next two to three weeks;

Councilmember Fineman reported she attended the Marin Wildfire Prevention Authority

(MWPA) Board meeting; the MCE meeting; was thanked by a local business owner for the Council's efforts in revitalizing the downtown area.

Mayor Burke reported she attended the MCCMC meeting; a Virtual Digital Equity Conference; a lecture given by a Buck Institute researcher; the Memorial Park Master Plan Committee meeting; the Hawthorne Canyon Celebration.

M/s, Burke/Burdo, Motion to reverse agenda items #2.2 and #2.3.
AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

1. Consent Agenda

1.1 Approve the Draft Minutes of the Town Council Meeting- May 14, 2024

1.2 Consider Adopting a Proclamation of the Town of San Anselmo Declaring the First Friday in June 2024 to be National Gun Violence Awareness Day

1.3 Adopted Resolution No. 2024-4547 Declaring June 2024 LBGTQ Pride Month and Directing Staff to Fly the Rainbow Flag through the month of June 2024 at Town Hall

1.4 Received and Filed the Recreation Fund Finance Report ending April 30, 2024

1.5 Approved the Revenue and Expenditure Reports, April 2024

1.6 Approved the Measure A Work Plan for the Fiscal Year 2024/25

1.7 Approved the Quarterly Treasurer's Investment Report, March 2024

Mayor Burke opened the meeting to public comments

Mr. Todd Greenberg referred to item #1.5.and asked about the amount of debt, the increase in the amount paid for legal services, and if there was a line item for grants. He referred to item #1.3 and talked about flag flying protocols.

Mayor Burke closed the meeting to public comments.

Councilmember Burdo commented on items #1.2 and #1.3 and stated he would like to make the latter a permanent thing.

M/s, Colbert/Burdo, Motion to approve the Consent Calendar items
AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

Council Business Items

2.1 Approval of the Memorandum of Understanding with the County's Office of Emergency Management for emergency services coordination, prevention, preparedness, response, recovery and mitigation efforts

Town Manager Donery presented the staff report. Mr. Steven Torrance, Marin County Director of Emergency Management, gave a PowerPoint presentation. Staff and Mr. Torrance answered questions from the Council regarding who would be assigned the County Liaison to the Political Subdivision (San Anselmo); the cost; the Compensation Section of the MOU and the methodology used for populations less than 30,000.

Mayor Burke opened the meeting to public comments

There were no comments.

Mayor Burke closed the meeting to public comments.

The Council thanked Director Torrance for the continued collaboration.

M/s, Burdo/Fineman, Motion to approve the Memorandum of Understanding with the County's Office of Emergency Management for emergency services coordination, prevention, preparedness, response, recovery and mitigation efforts.
AYES: Burdo, Colbert, Fineman, Vice Mayor Kullaway, Mayor Burke

2.3 Discussion on Just Cause Eviction and Tenant Protection Ordinance

Town Manager Donery and Finance Director Zuba presented the staff report and a PowerPoint presentation. Staff answered questions from the Council regarding how long a tenant has to live in a unit for the No Fault Provisions to kick in; the Tenant Protection Act provisions.

Mayor Burke opened the meeting to public comments

Sara, Ms. Wendy Todd, Ms. Allison Double, Peter, Mr. Kurt Reese, Jason, Mr. Michael Feldman, and Mr. Joe McGarry spoke in support of the proposed Just Cause Eviction and Tenant Protection Ordinance.

Former Ross Valley Fire Captain Tim Ecke, Steve, Ms. Fran Farmer, Ms. Anne Politzer, Mr. Jeff Kroot, Mr. John Rushworth, Mr. Mitch Armaroe, Ms. Anna Franzoia, Mr. Ford Greene, Mr. Todd Greenberg, Ms. Deb London, Mr. Paul Chignell, Mr. Michael Sexton, and Victor spoke in opposition to the proposed Just Cause Eviction and Tenant Protection Ordinance.

Ms. Roseanne DalBello asked about the origins and motivations behind these ordinances.

Mayor Burke closed the meeting to public comments.

The Council took a 5-minute break at 8:55 p.m.

Councilmember Colbert stated he has remained consistent throughout this process and wondered what problem they are trying to solve. He is not sure the unintended consequences would be worthwhile. There is fractured public opinion and he is not sure this is the appropriate moment for this issue. The costs to the landlords make this ordinance inappropriate at this time.

Vice Mayor Kullaway would like this issue to go to a vote.

Councilmember Fineman agreed this issue should go to a vote. She is not sure the State wide baseline is sufficient to meet local conditions and needs. She would like to come up with the locally appropriate version.

Councilmember Burdo stated both ordinances should go on the ballot- the voters should decide. This is the fairest thing to do. He does think a problem exists with the larger facilities.

Mayor Burke stated she does not see why Rent Stabilization and Just Cause Eviction ordinances should necessarily be connected. She thinks they are looking for an answer to something that is not a problem. Landlords should not be held accountable for solving the housing affordability problem. Community affordability is a community problem. A tenant should have to live in a unit for at least a year in order to receive relocation assistance (three months of rent).

Vice Mayor Kullaway stated there was only one issue that was not decided at the last meeting- the short-term relocation assistance provision.

Mayor Burke asked for comments on how long an individual should be required to live in a unit to be entitled to three months of rent and how much the tenant would be entitled to on a daily basis ($180 to $200 or a prorated percentage of the rent).

Councilmember Burdo stated it should be in the $180 range taken out of the rent for that month. Councilmember Fineman and Vice Mayor Kullaway agreed.

The Council discussed the issue regarding a minimum term of residency to be entitled to relocation costs.

Mayor Burke stated she would like to see a six-month term.

Vice Mayor Kullaway favored a 30-day term.

Councilmembers Burdo and Fineman favored three months.

Mayor Burke asked if the Ordinance states that at the end of a one-year lease the landlord cannot end the lease but the tenant can. Assistant Town Attorney Longfellow stated “yes”. The end of the lease is not a “just cause” reason for the landlord to terminate the lease. Mayor Burke stated either party should be able to terminate the lease after the one-year contract expires.

Councilmember Burdo stated it could give the landlord a reason to remove a tenant “for fault”. The landlord could build certain protections into the lease.

Councilmember Fineman stated the five-year right of return should apply to evictions beyond the Ellis Act. Councilmember Burdo agreed.

Councilmember Fineman stated the minimum time for a notice of termination (no fault) should be 60 to 90 days. Councilmember Burdo agreed to 90 days.

Vice Mayor Kullaway favored 120 days but would agree to 90 days.

Town Manager Donery stated staff would come back with a final draft and recommended ballot statement on June 25th.

2.2 Receive Certification of Referendum Petition Signatures and Provide Director to Staff related to the Referendum

Town Attorney Acevedo presented the staff report. There were no questions from the Council.

Mayor Burke opened the meeting to public comments.

Mr. Todd Greenberg was concerned about costs and stated the idea is not supported by the

residents.

Mr. Kurt Reese stated this issue should go on the ballot.

Mayor Burke closed the meeting to public comments.

It was the consensus of the Council to direct staff to return with a resolution to put this issue on the ballot.

M/s, Burke/Fineman, Motion to adjourn the meeting at 10:05 p.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.2

MEETING DATE: June 11, 2024

AGENDA TITLE: Adopt a Resolution Calling an Election to fill three seats on the San Anselmo Town Council to be Held and Consolidated with the General Municipal Election scheduled for November 5, 2024, and requesting that the Marin County Registrar of Voters Conduct the Election

FROM: Serge Avila, Town Clerk
Megan H. Acevedo, Town Attorney

RECOMMENDATION: Staff recommends that the Council approve the attached resolution calling an election on November 5, 2024; requesting the Marin County Board of Supervisors to consolidate the Town's general municipal election with any other election conducted on said date; requesting election services by the County Registrar of Voters; and providing rules for candidates' statement of qualifications and filing fee.

BACKGROUND

The following seats will expire in 2024:

Town Councilmember Three (3) seats 4 Year Term $ 300 Per/Month Stipend

Eileen Burke
Brian Colbert
Alexis Fineman

The 4-year terms for each of these Town Officers are consistent with San Anselmo Municipal Code section 2-9.01(c)c. The attached proposed resolution requests the Marin County Board of Supervisors to consolidate the Town's general municipal election with any other election conducted on November 5, 2024, requesting election services by the County Registrar of Voters; and providing Candidates' Statement of qualifications and filing fee.

Timing for Candidates

Pursuant to California Elections Code 10407, the following deadlines apply to the general municipal election:

July 15 – August 9	Filing period for candidates
August 15	Extended filing period deadline for non-incumbent candidates (if no incumbent files for candidacy by August 9)
November 5	Election

Staff will require candidates to make appointments with the Town Clerk to receive and submit nomination papers. Appointments can be made by emailing savila@townofsananselmo.org. The deadline for submitting paperwork is 5 PM on August 9, 2024 (or August 15, if no incumbent files for candidacy).

Rules for Candidate Statements
Pursuant to California Elections Code section 13307, the following rules pertain to the material prepared by any candidate for the General Municipal Election:

a) Statement shall not exceed 200 words;
b) The actual pro-rated costs of printing, handling and translating said statements shall be levied against each candidate availing of such service;
c) The candidate shall be required to pay in advance, at the time of filing, for the prorated share of the estimated total cost of printing, handling, translating, and mailing of said statement as a condition of having the statement included in the sample ballot;
d) The estimate is just an approximation of the actual cost that varies from one election to another election it may be significantly more or less that the estimate, depending on the actual number of candidates filing statements.
e) No additional materials shall be prepared to be sent on behalf of the candidate with the Marin County Ballot/Voters Pamphlet; and
f) The taxpayers of the town of San Anselmo should not be responsible for costs of individual candidate statements.

Note that the Town Council may authorize an increase in the limitation on words for the statement from 200 to 400 words. The attached resolution reflects a 200-word limit, but can be amended prior to adoption.

FISCAL IMPACT

Election costs are influenced by the number of jurisdictions sharing the ballot and by the number of contests and measures that a jurisdiction has on the ballot. The County estimates costs to cities, towns, schools and special districts for general elections to be between $1.75 - $3.00 per register voter.[1] The estimated cost for the Town will range from $17,000 to $29,000.

GENERAL PLAN CONSISTENCY

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Calling for an election to fill three seats on the Town of San Anselmo Town Council is not a “project” under the California Environmental Quality Act within the meaning of Public Resources Code section 21065, and CEQA Guidelines sections 15060(c)(2), 15060(c)(3), or 15378 because there is no potential that it will cause a reasonably foreseeable direct or indirect physical change in the environment.

This action does not impact the Climate Action Plan.

ATTACHMENT

Attachment 1- Draft Resolution

TOWN OF SAN ANSELMO
RESOLUTION NO. _____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO CALLING A GENERAL MUNICIPAL ELECTION IN ITS JURISDICTION ON NOVEMBER 5, 2024; REQUESTING THE MARIN COUNTY BOARD OF SUPERVISORS TO CONSOLIDATE THE GENERAL MUNICIPAL ELECTION WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE; REQUESTING ELECTION SERVICES BY THE COUNTY REGISTRAR OF VOTERS; AND PROVIDING RULES FOR CANDIDATES' STATEMENT OF QUALIFICATIONS AND FILING FEE

WHEREAS, San Anselmo Municipal Code Title 2, Chapter 9, requires that a general municipal election for the election of Town Council members held on November 5, 2024; and

WHEREAS, a statewide election is scheduled to be held on November 5, 2024; and

WHEREAS, under California Elections Code section 10400 et seq, an election may be consolidated with other elections held on the same date.

NOW, THEREFORE, the Town Council of the Town of San Anselmo hereby resolves as follows:

SECTION 1. Environmental Review

The Town Council finds that this resolution is not a "project" within the meaning of Public Resources Code section 21065 and section 15378 of the California Environmental Quality Act (CEQA) Guidelines and therefore, not subject to CEQA review.

SECTION 2. Recitals.

The Town Council hereby finds and determines that the foregoing recitals are true and correct and are incorporated herein and by this reference are made an operative part hereof.

SECTION 3. Call of General Municipal Election.

A General Municipal Election is called for the Town of San Anselmo to be held on the 5th day of November 2024, at which election the issue to be presented to the voters shall be an election of:

Candidates for the Town Council:
Regular Term, 4 years: Three (3) seats

SECTION 4. Request for Consolidation and Election Procedures.

The Town Council of the Town of San Anselmo hereby requests that the Board of Supervisors of the County of Marin:

(1) Consolidate the Town's General Municipal Election with any other applicable election conducted on November 5, 2024.

(2) Pursuant to Elections Code section 10002, authorize and direct the County Registrar of Voters, at Town expense, to provide all necessary election services and to canvass the results of said election. The services shall be of the type normally performed by the Registrar of Voters in assisting the clerks of municipalities in the conduct of elections, including but not limited to checking registrations, mailing ballots, hiring election officers and arranging for polling places, receiving absentee voter ballot applications, mailing and receiving absentee voter ballots and opening and counting same, providing and distributing election supplies, and furnishing voting machines.

(3) The Town Clerk of the Town of San Anselmo shall receive the canvass from the County as it pertains to the General Municipal Election and shall certify the results to the Town Council, as required by law.

SECTION 5. Statement of Qualifications.

(1) Consistent with California Elections Code section 13307, the Town Council hereby adopts the following rules pertaining to the material prepared by any candidate for the General Municipal Election:
   a. Said statement shall not exceed 200 words.
   b. The actual pro-rated costs of printing, handling, and translating said statements shall be levied against each candidate availing himself or herself of such service.
   c. The candidate shall be required to pay in advance, at the time of filing, his or her prorated share of the estimated total cost of printing, handling, translating, and mailing of said statement as a condition of having his or her statement included in the sample ballot.
   d. The estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less that the estimate, depending on the actual number of candidates filing statements.
   e. No additional materials shall be prepared to be sent on behalf of the candidate with the Marin County Ballot/Voter Pamphlet
   f. The taxpayers of the Town of San Anselmo should not be responsible for the costs of individual candidate statements.

(2) Each candidate shall pay a filing fee of $25.00.

SECTION 7. Transmittal of Resolution.

The Town Clerk shall submit a certified copy of this Resolution to the Board of Supervisors for the County of Marin.

SECTION 8. Severability.

If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this

Resolution are severable. The Town Council hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.

SECTION 9. Effective Date of Resolution.

This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED THIS 11th day of June, 2024 by the following vote:

AYES: Councilmember:
NOES: Councilmember:
ABSENT: Councilmember:
ABSTAIN: Councilmember:

_____
Eileen Burke, Mayor

ATTEST:

_____
Serge Avila, Town Clerk

STAFF REPORT

TOWN OF SAN ANSELMO Item #:1.3

MEETING DATE: May 14, 2024

AGENDA TITLE: Report of Checks Issued, May 2024

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That Town Council acknowledges, and files warrant numbers 97703 to 97897 issued during the month of May 2024 and bank draft numbers DFT05214, DFT05237, DFT05268-DFT05278, DFT05296-DFT05297, DFT05299, and DFT05305 in a total amount of $2,490,266.38.

BACKGROUND

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

The following warrants were voided or canceled: 97762 and 97854.

ATTACHMENTS

Attachment #1: Check Report May 2024

Check Report

Town of San Anselmo

By Check Number

Date Range: 05/01/2024 - 05/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - OPERATING POOL						
02411	23 ELEPHANTS THEATRE COMPANY	05/02/2024	Regular	0.00	5,955.83	97703
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012153	Invoice	05/01/2024	05.01.2024 - SPRING 2024 - PAYMENT 2	0.00	5,955.83	
	21.62.61175	KIDS CULTURE SERVICES	05.01.2024 - SPRING 2024 - PAY	5,955.83		
00004	Alpine Awards Inc.	05/02/2024	Regular	0.00	780.37	97704
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
6107059	Invoice	04/30/2024	04.30.2024 - SOFTBALL AWARDS	0.00	780.37	
	21.61.62965	SOFTBALL SUPPLIES	04.30.2024 - SOFTBALL AWARD	780.37		
02920	Amazon Business	05/02/2024	Regular	0.00	222.69	97705
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
13HQ-4LX7-DJPC	Invoice	08/04/2023	08.04.2023 - THE SABOTEUR	0.00	31.75	
	01.71.62310	Library Zip Grant	08.04.2023 - THE SABOTEUR	31.75		
1DK7-3J6R-CLFC	Invoice	07/12/2023	07.12.2023 - THIRTY DAYS HATH SEPTEMB	0.00	10.04	
	01.71.62310	Library Zip Grant	07.12.2023 - THIRTY DAYS HATH	10.04		
1GMJ-H17C-GCV	Invoice	04/06/2024	04.06.2024 - LEONARDO: THE MACHINES	0.00	11.82	
	01.71.62310	Library Zip Grant	04.06.2024 - LEONARDO: THE M	11.82		
1HT9-LD1C-1CDC	Invoice	07/29/2023	07.29.2023 - A DRAGON WITH ADHD	0.00	14.15	
	01.71.62310	Library Zip Grant	07.29.2023 - A DRAGON WITH A	14.15		
1LFR-9G1K-3FHK	Invoice	08/14/2023	08.14.2023 - YRBK CHINESE THEOLOGY/JO	0.00	77.51	
	01.71.62310	Library Zip Grant	08.14.2023 - YRBK CHINESE THE	77.51		
1MR4-F4DY-77N	Invoice	07/12/2023	07.12.2023 - NORTHERN ORCHARDS	0.00	17.43	
	01.71.62310	Library Zip Grant	07.12.2023 - NORTHERN ORCHA	17.43		
1RQG-WJF4-7CNL	Invoice	11/04/2023	11.04.2023 - MAHISHAA: A LOVE STORY	0.00	30.50	
	01.71.62310	Library Zip Grant	11.04.2023 - MAHISHAA: A LOV	30.50		
1XHW-LNWY-MV	Invoice	04/13/2024	04.13.2024 - WALK RIDE PADDLE	0.00	29.49	
	01.71.62310	Library Zip Grant	04.13.2024 - WALK RIDE PADDL	29.49		
03354	Arlette Castellanos	05/02/2024	Regular	0.00	400.00	97706
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012135	Invoice	04/17/2024	04.17.2024 - BILINGUAL STORYTIME 3/6-3	0.00	400.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	04.17.2024 - BILINGUAL STORYT	400.00		
00001	AT&T Calnet	05/02/2024	Regular	0.00	476.14	97707
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
583-04252024	Invoice	04/25/2024	583 - DPW FAX - 03.25.24-04.24.24	0.00	29.04	
	41.41.61701	UTILITIES	583 - DPW FAX - 03.25.24-04.24	29.04		
586-04252024	Invoice	04/25/2024	586 - REC DEPT FAX - 03.25.24-04.24.24	0.00	27.48	
	21.65.61705	UTILITIES-TELEPHONE	586 - REC DEPT FAX - 03.25.24-0	27.48		
634-04202024	Invoice	04/20/2024	634 - TRAFFIC SIGNAL MODEM - 03.20.24	0.00	419.62	
	41.41.61701	UTILITIES	634 - TRAFFIC SIGNAL MODEM -	419.62		
00388	Baker & Taylor	05/02/2024	Regular	0.00	876.32	97708

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5018852570	Invoice	04/11/2024	04.11.2024 - CHILDREN'S BOOKS	0.00	649.31	
	01.71.62302	CHILDRENS BOOKS	04.11.2024 - CHILDREN'S BOOK	649.31		
5018856284	Invoice	04/11/2024	04.11.2024 - ADULT BOOKS	0.00	21.81	
	01.71.62301	ADULT BOOKS	04.11.2024 - ADULT BOOKS	21.81		
5018856285	Invoice	04/11/2024	04.11.2024 - ADULT BOOKS	0.00	44.28	
	01.71.62301	ADULT BOOKS	04.11.2024 - ADULT BOOKS	44.28		
5018856286	Invoice	04/11/2024	04.11.2024 - ADULT BOOKS	0.00	58.98	
	01.71.62301	ADULT BOOKS	04.11.2024 - ADULT BOOKS	58.98		
5018856287	Invoice	04/11/2024	04.11.2024 - ADULT BOOKS	0.00	48.20	
	01.71.62301	ADULT BOOKS	04.11.2024 - ADULT BOOKS	48.20		
5018856288	Invoice	04/11/2024	04.11.2024 - ADULT BOOKS	0.00	16.82	
	01.71.62301	ADULT BOOKS	04.11.2024 - ADULT BOOKS	16.82		
5018856289	Invoice	04/11/2024	04.11.2024 - ADULT BOOKS	0.00	14.82	
	01.71.62301	ADULT BOOKS	04.11.2024 - ADULT BOOKS	14.82		
5018856290	Invoice	04/11/2024	04.11.2024 - ADULT BOOKS	0.00	22.10	
	01.71.62301	ADULT BOOKS	04.11.2024 - ADULT BOOKS	22.10		
00193	CalMat Company	05/02/2024	Regular	0.00	40.90	97709
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2404-065463	Invoice	04/26/2024	04.26.2024 - PROPANE - FORKLIFT	0.00	40.90	
	01.42.62200	DEPARTMENTAL SUPPLIE	04.26.2024 - PROPANE - FORKLI	40.90		
03570	CHASE ACE HARDWARE	05/02/2024	Regular	0.00	71.92	97710
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
035456	Invoice	11/27/2023	11.27.2023 - OUTDOOR CORD/MINI CLEA	0.00	41.25	
	01.41.61506	BLDG. MAINT-OTHER	11.27.2023 - OUTDOOR CORD/	41.25		
036901	Invoice	03/20/2024	03.20.2024 - ANGLE/CORNER BRACE	0.00	23.55	
	31.41.61506	BLDG. MAINT-OTHER	03.20.2024 - ANGLE/CORNER B	23.55		
949606	Invoice	03/31/2024	03.31.2024 - FINANCE CHARGES	0.00	7.12	
	01.42.62200	DEPARTMENTAL SUPPLIE	03.31.2024 - FINANCE CHARGES	7.12		
02315	Coastland Civil Engineering Inc.	05/02/2024	Regular	0.00	12,180.00	97711
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
58947	Invoice	03/31/2024	03.31.2024 - BUILDING DEPT SERVICES	0.00	12,180.00	
	01.41.61157	PLAN CHECKING	03.31.2024 - BUILDING DEPT SE	12,180.00		
02524	Code Source	05/02/2024	Regular	0.00	4,556.50	97712
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11639	Invoice	04/17/2024	04.17.2024 - PLAN REVIEW - 16 FERN LAN	0.00	3,913.50	
	01.41.61157	PLAN CHECKING	04.17.2024 - PLAN REVIEW - 16	3,913.50		
11641	Invoice	04/23/2024	04.23.2024 - PLAN REVIEW - 149 CRESCE	0.00	643.00	
	01.41.61157	PLAN CHECKING	04.23.2024 - PLAN REVIEW - 14	643.00		
00533	Davis Sign Company	05/02/2024	Regular	0.00	163.88	97713
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
38041	Invoice	04/22/2024	04.22.2024 - PICKLEBALL A-FRAME INSER	0.00	163.88	
	15.81.63100	CONSTRUCTION	04.22.2024 - PICKLEBALL A-FRA	163.88		
01320	DC Electric Group Inc	05/02/2024	Regular	0.00	5,500.82	97714

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
473617	Invoice	03/31/2024	03.31.2024 - M5007 SL ROUTINE	0.00	668.17	
	01.42.61130	OUTSIDE SVCS-SIGNALS	03.31.2024 - M5007 SL ROUTIN	668.17		
473720	Invoice	03/31/2024	03.31.2024 - M1007 TS ROUTINE	0.00	2,530.20	
	01.42.61130	OUTSIDE SVCS-SIGNALS	03.31.2024 - M1007 TS ROUTIN	2,530.20		
473721	Invoice	03/31/2024	03.31.2024 - M1008 TS RESPONSE	0.00	2,302.45	
	01.42.61130	OUTSIDE SVCS-SIGNALS	03.31.2024 - M1008 TS RESPON	2,302.45		
00080	Department of Justice	05/02/2024	Regular	0.00	32.00	97715
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
726462	Invoice	04/04/2024	04.04.2024 - FINGERPRINT APPS	0.00	32.00	
	01.42.61806	MISC HIRING EXPENSES	04.04.2024 - FINGERPRINT APPS	32.00		
02732	Diesel Direct West	05/02/2024	Regular	0.00	1,114.73	97716
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85784690	Invoice	04/18/2024	04.18.2024 - CLEAR RENEWABLE DIESEL -	0.00	187.98	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	04.18.2024 - CLEAR RENEWABL	187.98		
85784695	Invoice	04/18/2024	04.18.2024 - GASOLINE UNL - 151.3 GAL	0.00	926.75	
	01.81.62988	VEHICLE-FUEL/OIL/TIRES	04.18.2024 - GASOLINE UNL - 1	926.75		
00712	Donna Simonsen	05/02/2024	Regular	0.00	86.25	97717
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
04222024-2	Invoice	04/22/2024	04.22.2024 - HIKING + YOGA IN MARIN -	0.00	86.25	
	21.62.61170	ADULT ART & CULTURE SE	04.22.2024 - HIKING + YOGA IN	86.25		
00087	Elite Tree Service	05/02/2024	Regular	0.00	20,677.00	97718
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-04-10	Invoice	04/26/2024	04.26.2024 - FIRE CLEARANCE - WALGREE	0.00	3,067.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	04.26.2024 - FIRE CLEARANCE -	3,067.00		
2024-04-11	Invoice	04/26/2024	04.26.2024 - FIRE CLEARANCE - LOMA RO	0.00	3,067.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	04.26.2024 - FIRE CLEARANCE -	3,067.00		
2024-04-12	Invoice	04/26/2024	04.26.2024 - FIRE CLEARANCE - OAKLAND	0.00	3,067.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	04.26.2024 - FIRE CLEARANCE -	3,067.00		
2024-04-13	Invoice	04/26/2024	04.26.2024 - FIRE CLEARANCE - LOG CABI	0.00	3,067.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	04.26.2024 - FIRE CLEARANCE -	3,067.00		
2024-04-7	Invoice	04/19/2024	04.19.2024 - FIRE CLEARANCE - FODE PAR	0.00	2,371.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	04.19.2024 - FIRE CLEARANCE -	2,371.00		
2024-04-8	Invoice	04/19/2024	04.19.2024 - FIRE CLEARANCE - FODE PAR	0.00	2,971.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	04.19.2024 - FIRE CLEARANCE -	2,971.00		
2024-04-9	Invoice	04/26/2024	04.26.2024 - FIRE CLEARANCE - DOG PARK	0.00	3,067.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	04.26.2024 - FIRE CLEARANCE -	3,067.00		
02777	Elizabeth Flanagan	05/02/2024	Regular	0.00	35.00	97719
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
04302024	Invoice	04/30/2024	04.30.2024 - PAINTING WORKSHOPS - AP	0.00	35.00	
	21.62.61170	ADULT ART & CULTURE SE	04.30.2024 - PAINTING WORKS	35.00		
03396	Emily B. Stucky	05/02/2024	Regular	0.00	500.00	97720

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
043024	Invoice	04/30/2024	04.30.2024 - SING AND STOMP - 04/05-04	0.00	500.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	04.30.2024 - SING AND STOMP -	500.00		
02622	Epstein Holtzapple Christo LLP	05/02/2024	Regular	0.00	11,220.00	97721
7362	Invoice	04/18/2024	04.18.2024 - GENERAL LEGAL COUNSEL	0.00	10,642.50	
	01.16.61138	GENERAL COUNSEL LEGA	04.18.2024 - GENERAL LEGAL C	10,642.50		
7364	Invoice	04/18/2024	04.18.2024 - LITIGATION	0.00	577.50	
	01.16.61138	GENERAL COUNSEL LEGA	04.18.2024 - LITIGATION	577.50		
00017	Fairfax Building Supply Co. Inc.	05/02/2024	Regular	0.00	101.31	97722
280819	Invoice	04/18/2024	04.18.2024 - CLAMP/PLASTIC PAIL	0.00	60.67	
	01.81.62200	DEPARTMENTAL SUPPLIE	04.18.2024 - CLAMP/PLASTIC PA	60.67		
280999	Invoice	04/22/2024	04.22.2024 - SOCKET ADAPTERS	0.00	40.64	
	01.42.62905	SUPPLIES-GROUNDS	04.22.2024 - SOCKET ADAPTERS	40.64		
01586	Fourth Street Press	05/02/2024	Regular	0.00	78.48	97723
28767	Invoice	04/23/2024	04.23.2024 - NAME PLATES - RECREATION	0.00	78.48	
	21.65.62200	DEPARTMENTAL SUPPLIE	04.23.2024 - NAME PLATES - RE	78.48		
00245	Ghilotti Bros Construction Inc	05/02/2024	Regular	0.00	54,460.22	97724
23420-05	Invoice	05/02/2024	05.02.2024 - 2023 MEMORIAL PK PARKIN	0.00	54,460.22	
	01.21.61150	OUTSIDE SERVICES-OTHE	05.02.2024 - 2023 MEMORIAL P	54,460.22		
00104	Grier Argall Plumbing Inc	05/02/2024	Regular	0.00	819.11	97725
17508	Invoice	04/23/2024	04.23.2024 - TH MEN'S LOCKER ROOM LE	0.00	819.11	
	41.41.62200	DEPARTMENTAL SUPPLIE	04.23.2024 - TH MEN'S LOCKER	819.11		
02399	HdL Coren & Cone	05/02/2024	Regular	0.00	2,233.35	97726
SIN038220	Invoice	04/25/2024	04.25.2024 - CONTRACT SVCS PROP TAX -	0.00	2,233.35	
	01.12.61150	OUTSIDE SERVICES-OTHE	04.25.2024 - CONTRACT SVCS P	2,233.35		
02586	HdL Software LLC	05/02/2024	Regular	0.00	23,621.11	97727
SIN035085	Invoice	12/31/2023	12.31.2023 - NEW ACCOUNTS PROCESSED	0.00	22,955.40	
	01.12.61150	OUTSIDE SERVICES-OTHE	12.31.2023 - NEW ACCOUNTS P	22,955.40		
SIN037837	Invoice	03/31/2024	03.31.2024 - NEW ACCOUNTS PROCESSED	0.00	665.71	
	01.12.61150	OUTSIDE SERVICES-OTHE	03.31.2024 - NEW ACCOUNTS P	665.71		
03290	Houseal Lavigne Associates	05/02/2024	Regular	0.00	34,718.46	97728
6323	Invoice	05/02/2024	05.29.2023 - CONSULTING - HOUSING/PU	0.00	34,718.46	
	01.18.61150	OUTSIDE SERVICES-OTHE	05.29.2023 - CONSULTING - HO	34,718.46		
00022	Jackson's Hardware Inc.	05/02/2024	Regular	0.00	91.75	97729

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
152871	Invoice	04/18/2024	04.18.2024 - 32GAL TRASH CANS	0.00	91.75	
	01.81.62200	DEPARTMENTAL SUPPLIE	04.18.2024 - 32GAL TRASH CAN	91.75		
00113	Juan Olsen Sanchez	05/02/2024	Regular	0.00	6,700.00	97730
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SPRING24-3	Invoice	04/23/2024	04.23.2024 - GYMNASTICS SPRING 2024 -	0.00	6,700.00	
	21.61.61167	TUMBLING SERVICES	04.23.2024 - GYMNASTICS SPRI	6,700.00		
03412	Juliana M.Kohl	05/02/2024	Regular	0.00	1,995.00	97731
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012151	Invoice	04/30/2024	04.30.2024 - PRIVATE MUSIC LESSONS - A	0.00	1,995.00	
	21.62.61175	KIDS CULTURE SERVICES	04.30.2024 - PRIVATE MUSIC LE	1,995.00		
00377	Luis Quezada	05/02/2024	Regular	0.00	13,795.25	97732
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012152	Invoice	04/24/2024	04.24.2024 - SPRING ACADEMY - PYMT 1	0.00	13,795.25	
	21.61.61162	KIDS SPORTS SERVICES	04.24.2024 - SPRING ACADEMY	13,795.25		
03687	Madison Augusto	05/02/2024	Regular	0.00	200.00	97733
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2	Invoice	05/01/2024	05.01.2024 - SOFTBALL CLINICS	0.00	200.00	
	21.61.61165	SOFTBALL SERVICES	05.01.2024 - SOFTBALL CLINICS	200.00		
00029	Marin IT	05/02/2024	Regular	0.00	10,620.42	97734
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-123139	Invoice	04/17/2024	04.17.2024 - CISCO DUO THRU APR 2025	0.00	3,024.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	04.17.2024 - CISCO DUO THRU	3,024.00		
2024-123207	Invoice	04/24/2024	04.24.2024 - OUTDOOR DOME CAMERA	0.00	4,096.42	
	01.41.61154	OUTSIDE SERVICES - FLO	04.24.2024 - OUTDOOR DOME	4,096.42		
2024-123258	Invoice	05/01/2024	05.01.2024 - TH CABLING/ACCESS POINT	0.00	3,500.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	05.01.2024 - TH CABLING/ACCE	3,500.00		
00372	Miller Pacific	05/02/2024	Regular	0.00	2,464.00	97735
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
35990	Invoice	04/25/2024	04.25.2024 - CREEK PARK PED BRIDGE - G	0.00	2,464.00	
	71.81.61150	OUTSIDE SERVICES-OTHE	04.25.2024 - CREEK PARK PED B	2,464.00		
03686	MKM Group Inc.	05/02/2024	Regular	0.00	2,784.80	97736
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
19140	Invoice	02/07/2024	02.07.2024 - MADRONE BRIDGE ALDER 2	0.00	1,227.20	
	01.42.61105	OUTSIDE SERVICES-TREES	02.07.2024 - MADRONE BRIDGE	1,227.20		
19177	Invoice	02/27/2024	02.27.2024 - FIRE CLEARANCE - 25T CRAN	0.00	1,557.60	
	35.41.61150	OUTSIDE SERVICES-OTHE	02.27.2024 - FIRE CLEARANCE -	1,557.60		
03684	Ocean Sash and Door, Inc.	05/02/2024	Regular	0.00	10,000.00	97737
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
97945	Invoice	04/16/2024	04.16.2024 - TH DOORS - DEPOSIT	0.00	10,000.00	
	15.81.63100	CONSTRUCTION	04.16.2024 - TOWN HALL DOOR	10,000.00		
03211	ODP Business Solutions LLC	05/02/2024	Regular	0.00	64.61	97738

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
361396322001	Invoice	04/23/2024	04.23.2024 - ADMIN - ENVELOPES	0.00	64.61	
	01.12.62000	OFFICE SUPPLIES	04.23.2024 - ADMIN - ENVELOP	64.61		
00128	Pacific Gas & Electric	05/02/2024	Regular	0.00	107.75	97739
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
216-04122024	Invoice	04/12/2024	216 - IMAGINATION PARK - 04.12.2024	0.00	107.75	
	14.81.61150	OUTSIDE SERVICES-OTHE	216 - IMAGINATION PARK - 04.1	107.75		
03077	Paul Ochs	05/02/2024	Regular	0.00	583.41	97740
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
R14081	Invoice	04/24/2024	04.24.2024 - EXPIRED PERMIT APPLICATIO	0.00	583.41	
	01.00.20354	DUE TO ROSS VALLEY FIR	04.24.2024 - EXPIRED PERMIT A	262.40		
	01.00.42201	CONSTR: PLAN CHECK	04.24.2024 - EXPIRED PERMIT A	321.01		
00893	Perfect Timing Personnel Services, Inc.	05/02/2024	Regular	0.00	6,076.70	97741
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
53285	Invoice	04/22/2024	04.22.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,464.92	
	01.41.60010	TEMPORARY HELP	04.22.2024 - ADMINISTRATIVE S	1,464.92		
53286	Invoice	04/22/2024	04.22.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,543.04	
	01.82.60010	TEMPORARY HELP	04.22.2024 - ADMINISTRATIVE S	1,234.43		
	21.65.60010	TEMPORARY HELP	04.22.2024 - ADMINISTRATIVE S	308.61		
53315	Invoice	04/29/2024	04.29.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,616.46	
	01.41.60010	TEMPORARY HELP	04.29.2024 - ADMINISTRATIVE S	1,616.46		
53316	Invoice	04/29/2024	04.29.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,452.28	
	01.82.60010	TEMPORARY HELP	04.29.2024 - ADMINISTRATIVE S	1,161.82		
	21.65.60010	TEMPORARY HELP	04.29.2024 - ADMINISTRATIVE S	290.46		
00558	Peterson	05/02/2024	Regular	0.00	3,984.32	97742
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SW270059179	Invoice	04/20/2024	04.20.2024 - PRODUCT LINK SYSTEM INST	0.00	3,984.32	
	01.41.61410	MAINTENANCE OTHER E	04.20.2024 - PRODUCT LINK SYS	3,984.32		
02839	Quadient Finance USA, Inc	05/02/2024	Regular	0.00	1,500.00	97743
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
274-04042024	Invoice	04/04/2024	04.04.2024 - TH POSTAGE	0.00	1,500.00	
	01.12.62003	POSTAGE	04.04.2024 - TH POSTAGE	300.00		
	01.18.62003	POSTAGE	04.04.2024 - TH POSTAGE	300.00		
	01.41.62003	POSTAGE	04.04.2024 - TH POSTAGE	300.00		
	01.71.62003	POSTAGE	04.04.2024 - TH POSTAGE	300.00		
	01.82.62003	POSTAGE	04.04.2024 - TH POSTAGE	300.00		
01623	Quincy Engineering	05/02/2024	Regular	0.00	7,083.50	97744
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14-S512.00-36	Invoice	04/25/2024	04.25.2024 - NOKOMIS BRIDGE ENGNRG	0.00	2,566.75	
	14.41.63119	CAPTIAL OUTLAY - BRIDG	04.25.2024 - NOKOMIS BRIDGE	2,566.75		
15-S511.00-34	Invoice	04/25/2024	04.25.2024 - MADRONE BRIDGE ENGNRG	0.00	4,516.75	
	14.41.63119	CAPTIAL OUTLAY - BRIDG	04.25.2024 - MADRONE BRIDGE	4,516.75		
03672	Reid J. Thaler	05/02/2024	Regular	0.00	137.20	97745

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
04222024	Invoice	04/22/2024	04.22.2024 - INTRO TO PHOTOGRAPHY -	0.00	137.20	
	21.62.61175	KIDS CULTURE SERVICES	04.22.2024 - INTRO TO PHOTOG	137.20		
03571	SIERRA PACIFIC TURF SUPPLY, INC	05/02/2024	Regular	0.00	993.08	97746
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
01006232	Invoice	04/19/2024	04.19.2024 - 16-0-5 REPLENSISH 50#	0.00	993.08	
	01.81.62200	DEPARTMENTAL SUPPLIE	04.19.2024 - 16-0-5 REPLENSISH	993.08		
03685	Taylor Eby	05/02/2024	Regular	0.00	300.00	97747
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2	Invoice	04/30/2024	04.30.2024 - SOFTBALL CLINIC - CATCHIN	0.00	100.00	
	21.61.61165	SOFTBALL SERVICES	04.30.2024 - SOFTBALL CLINIC -	100.00		
3	Invoice	04/22/2024	04.22.2024 - CATCHING CLINICS	0.00	200.00	
	21.61.61165	SOFTBALL SERVICES	04.22.2024 - CATCHING CLINICS	200.00		
03590	The Marin Dojo, Inc.	05/02/2024	Regular	0.00	135.00	97748
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
05012024	Invoice	05/01/2024	05.01.2024 - TAI CHI - APR 2024	0.00	135.00	
	21.62.61170	ADULT ART & CULTURE SE	05.01.2024 - TAI CHI - APR 2024	135.00		
03207	Toni DeFrancis	05/02/2024	Regular	0.00	140.00	97749
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2024-PC415	Invoice	04/21/2024	04.21.2024 - TRANSCRIPTION - PC 04/15	0.00	140.00	
	01.18.61150	OUTSIDE SERVICES-OTHE	04.21.2024 - TRANSCRIPTION -	140.00		
00384	Van Midde & Son Concrete	05/02/2024	Regular	0.00	9,950.00	97750
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
14979	Invoice	04/23/2024	04.23.2024 - SIDEWALK RPLCMNT - 35 CE	0.00	9,950.00	
	01.00.20304	CONCRETE CONTRACT	04.23.2024 - SIDEWALK RPLCM	9,950.00		
02905	Wells Fargo Vendor Financial Services, LLC	05/02/2024	Regular	0.00	925.01	97751
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
5029419150	Invoice	04/11/2024	04.11.2024 - CANON COPIER LEASE	0.00	925.01	
	42.21.63003	COMPUTER HARDWARE/	04.11.2024 - CANON COPIER LE	925.01		
01028	A & S Landscape Materials	05/16/2024	Regular	0.00	2,166.37	97752
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1-14773	Invoice	05/06/2024	05.06.2024 - GOLD PATHWAY FINES	0.00	633.65	
	01.81.62200	DEPARTMENTAL SUPPLIE	05.06.2024 - GOLD PATHWAY FI	633.65		
1-14822	Invoice	05/07/2024	05.07.2024 - G3 COMMERCIAL SURFACE	0.00	275.80	
	01.81.62200	DEPARTMENTAL SUPPLIE	05.07.2024 - G3 COMMERCIAL S	275.80		
2-7550	Invoice	05/07/2024	05.07.2024 - GOLD PATHWAY FINES/CMM	0.00	735.80	
	01.81.62200	DEPARTMENTAL SUPPLIE	05.07.2024 - GOLD PATHWAY FI	735.80		
2-7644	Invoice	05/08/2024	05.08.2024 - GOLD PATHWAY FINES/CMM	0.00	521.12	
	14.81.61150	OUTSIDE SERVICES-OTHE	05.08.2024 - GOLD PATHWAY FI	521.12		
00048	Alhambra & Sierra Springs	05/16/2024	Regular	0.00	91.93	97753

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
12161581 05082	Invoice	05/08/2024	05.08.2024 - WATER DELIVERY - CORPYAR	0.00	91.93	
	01.81.62000	OFFICE SUPPLIES	05.08.2024 - WATER DELIVERY -	91.93		
00050	All Star Rents	05/16/2024	Regular	0.00	186.76	97754
1245410-3	Invoice	05/06/2024	05.06.2024 - TILLER RENTAL	0.00	186.76	
	01.81.61156	EQUIPMENT RENTAL	05.06.2024 - TILLER RENTAL	186.76		
02920	Amazon Business	05/16/2024	Regular	0.00	201.63	97755
11FT-9QXD-D497	Invoice	04/20/2024	04.20.2024 - BEHAVING DECENTLY	0.00	17.48	
	01.71.62310	Library Zip Grant	04.20.2024 - BEHAVING DECENT	17.48		
19H6-RF9T-KJ1C	Invoice	04/17/2024	04.17.2024 - THE CABIN AT THE END OF T	0.00	26.06	
	01.71.62310	Library Zip Grant	04.17.2024 - THE CABIN AT THE	26.06		
1DCJ-J9J4-D1WC	Invoice	03/26/2024	03.26.2024 - THE AMBASSADOR	0.00	33.88	
	01.71.62310	Library Zip Grant	03.26.2024 - THE AMBASSADOR	33.88		
1RLP-XTQ6-LYGG	Invoice	04/24/2024	04.24.2024 - PORTABLE PHONE HANDSET	0.00	39.88	
	01.71.62000	OFFICE SUPPLIES	04.24.2024 - PORTABLE PHONE	39.88		
1TPL-3KHY-9VLL	Invoice	04/27/2024	04.27.2024 - BEFORE MACHINE LEARNIN	0.00	37.96	
	01.71.62310	Library Zip Grant	04.27.2024 - BEFORE MACHINE	37.96		
1XFK-F19Q-HM6J	Invoice	04/28/2024	04.28.2024 - THE FUTURE OF FINANCE WI	0.00	46.37	
	01.71.62310	Library Zip Grant	04.28.2024 - THE FUTURE OF FI	46.37		
03688	Andrew McCune	05/16/2024	Regular	0.00	1,627.77	97756
R14052	Invoice	05/02/2024	05.02.2024 - UNUSED PLAN CHECK FEES	0.00	1,627.77	
	01.00.20354	DUE TO ROSS VALLEY FIR	05.02.2024 - UNUSED PLAN CHE	514.03		
	01.00.42201	CONSTR: PLAN CHECK	05.02.2024 - UNUSED PLAN CHE	1,113.74		
02806	AQUASCAPE POOL SERVICE	05/16/2024	Regular	0.00	314.00	97757
27568	Invoice	04/30/2024	04.30.2024 - MONTHLY POOL SERVICE - A	0.00	314.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	04.30.2024 - MONTHLY POOL SE	314.00		
00054	ASCAP	05/16/2024	Regular	0.00	418.00	97758
724-04202024	Invoice	04/20/2024	04.20.2024 - LICENSE FEE	0.00	418.00	
	60.14.61901	ASCAP ROYALTIES - EVENT	04.20.2024 - LICENSE FEE	418.00		
00001	AT&T Calnet	05/16/2024	Regular	0.00	1,675.08	97759
574-05102024	Invoice	05/10/2024	574 - ALL DEPTS CENTREX - 04.10.24-05.0	0.00	1,531.53	
	41.41.61701	UTILITIES	574 - ALL DEPTS CENTREX - 04.1	1,531.53		
576-04272024	Invoice	04/27/2024	576 - TH CHAMBERS PHONE - 03.27.24-04	0.00	58.06	
	41.41.61701	UTILITIES	576 - TH CHAMBERS PHONE - 0	58.06		
579-05102024	Invoice	05/10/2024	579 - TRAFFIC LIGHT MODEM - 04.10.24-0	0.00	28.94	
	01.42.61705	UTILITIES-TELEPHONE	579 - TRAFFIC LIGHT MODEM -	28.94		
580-05102024	Invoice	05/10/2024	580 - ROBSON HOUSE - 04.10.24-05.09.24	0.00	56.55	
	34.41.61705	UTILITIES-TELEPHONE	580 - ROBSON HOUSE - 04.10.2	56.55		

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00633	BAAQMD	05/16/2024	Regular	0.00	587.00	97760

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	Account Name	Item Description	Distribution Amount	
T170139	Invoice	05/02/2024	05.02.2024 - ANNUAL FEES	0.00	587.00
	01.41.61150	OUTSIDE SERVICES-OTHE	05.02.2024 - ANNUAL FEES	587.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00388	Baker & Taylor	05/16/2024	Regular	0.00	2,043.90	97761

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	Account Name	Item Description	Distribution Amount	
5018860951	Invoice	04/17/2024	04.17.2024 - CHILDREN'S BOOKS	0.00	479.50
	27.71.62302	CHILDRENS BOOKS	04.17.2024 - CHILDREN'S BOOK	479.50	
5018861427	Invoice	04/18/2024	04.18.2024 - CHILDREN'S BOOKS	0.00	261.93
	27.71.62302	CHILDRENS BOOKS	04.18.2024 - CHILDREN'S BOOK	261.93	
5018861428	Invoice	04/18/2024	04.18.2024 - CHILDREN'S BOOKS	0.00	22.56
	27.71.62302	CHILDRENS BOOKS	04.18.2024 - CHILDREN'S BOOK	22.56	
5018861429	Invoice	04/18/2024	04.18.2024 - CHILDREN'S BOOKS	0.00	27.59
	27.71.62302	CHILDRENS BOOKS	04.18.2024 - CHILDREN'S BOOK	27.59	
5018863241	Invoice	04/17/2024	04.17.2024 - ADULT BOOKS	0.00	21.46
	27.71.62301	ADULT BOOKS	04.17.2024 - ADULT BOOKS	21.46	
5018863242	Invoice	04/17/2024	04.17.2024 - ADULT BOOKS	0.00	22.45
	27.71.62301	ADULT BOOKS	04.17.2024 - ADULT BOOKS	22.45	
5018863243	Invoice	04/17/2024	04.17.2024 - ADULT BOOKS	0.00	23.12
	27.71.62301	ADULT BOOKS	04.17.2024 - ADULT BOOKS	23.12	
5018863244	Invoice	04/17/2024	04.17.2024 - ADULT BOOKS	0.00	57.71
	27.71.62301	ADULT BOOKS	04.17.2024 - ADULT BOOKS	57.71	
5018863245	Invoice	04/17/2024	04.17.2024 - ADULT BOOKS	0.00	22.08
	27.71.62301	ADULT BOOKS	04.17.2024 - ADULT BOOKS	22.08	
5018863246	Invoice	04/17/2024	04.17.2024 - ADULT BOOKS	0.00	14.47
	27.71.62301	ADULT BOOKS	04.17.2024 - ADULT BOOKS	14.47	
5018863525	Invoice	04/18/2024	04.18.2024 - CHILDREN'S BOOKS	0.00	82.39
	27.71.62302	CHILDRENS BOOKS	04.18.2024 - CHILDREN'S BOOK	82.39	
5018863526	Invoice	04/18/2024	04.18.2024 - CHILDREN'S BOOKS	0.00	348.77
	27.71.62302	CHILDRENS BOOKS	04.18.2024 - CHILDREN'S BOOK	348.77	
5018870477	Invoice	04/22/2024	04.22.2024 - ADULT BOOKS	0.00	64.75
	27.71.62301	ADULT BOOKS	04.22.2024 - ADULT BOOKS	64.75	
5018870478	Invoice	04/22/2024	04.22.2024 - ADULT BOOKS	0.00	21.81
	27.71.62301	ADULT BOOKS	04.22.2024 - ADULT BOOKS	21.81	
5018870479	Invoice	04/22/2024	04.22.2024 - ADULT BOOKS	0.00	50.19
	27.71.62301	ADULT BOOKS	04.22.2024 - ADULT BOOKS	50.19	
5018870480	Invoice	04/22/2024	04.22.2024 - ADULT BOOKS	0.00	69.97
	01.71.62301	ADULT BOOKS	04.22.2024 - ADULT BOOKS	69.97	
5018870481	Invoice	04/22/2024	04.22.2024 - ADULT BOOKS	0.00	22.10
	01.71.62301	ADULT BOOKS	04.22.2024 - ADULT BOOKS	22.10	
5018870482	Invoice	04/22/2024	04.22.2024 - ADULT BOOKS	0.00	51.50
	27.71.62301	ADULT BOOKS	04.22.2024 - ADULT BOOKS	51.50	
5018879962	Invoice	04/25/2024	04.25.2024 - ADULT BOOKS	0.00	65.44
	27.71.62301	ADULT BOOKS	04.25.2024 - ADULT BOOKS	65.44	
5018879963	Invoice	04/25/2024	04.25.2024 - ADULT BOOKS	0.00	21.15
	27.71.62301	ADULT BOOKS	04.25.2024 - ADULT BOOKS	21.15	
5018879964	Invoice	04/25/2024	04.25.2024 - ADULT BOOKS	0.00	20.76
	27.71.62301	ADULT BOOKS	04.25.2024 - ADULT BOOKS	20.76	
5018879965	Invoice	04/25/2024	04.25.2024 - ADULT BOOKS	0.00	22.17
	27.71.62301	ADULT BOOKS	04.25.2024 - ADULT BOOKS	22.17	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5018879966	Invoice	04/25/2024	04.25.2024 - ADULT BOOKS	0.00	44.94	
	27.71.62301	ADULT BOOKS	04.25.2024 - ADULT BOOKS		44.94	
5018881747	Invoice	05/01/2024	05.01.2024 - CHILDREN'S BOOKS	0.00	35.12	
	27.71.62302	CHILDRENS BOOKS	05.01.2024 - CHILDREN'S BOOK		35.12	
H68467180	Invoice	03/27/2024	03.27.2024 - VIDEOS	0.00	42.50	
	01.71.62307	VIDEOS	03.27.2024 - VIDEOS		42.50	
H68533710	Invoice	04/02/2024	04.02.2024 - VIDEOS	0.00	23.25	
	01.71.62307	VIDEOS	04.02.2024 - VIDEOS		23.25	
H68715430	Invoice	04/18/2024	04.18.2024 - VIDEOS	0.00	27.33	
	01.71.62307	VIDEOS	04.18.2024 - VIDEOS		27.33	
H68728700	Invoice	04/18/2024	04.18.2024 - VIDEOS	0.00	17.50	
	01.71.62307	VIDEOS	04.18.2024 - VIDEOS		17.50	
H68779410	Invoice	04/23/2024	04.23.2024 - VIDEOS	0.00	19.12	
	01.71.62307	VIDEOS	04.23.2024 - VIDEOS		19.12	
H68779420	Invoice	04/23/2024	04.23.2024 - VIDEOS	0.00	40.27	
	01.71.62307	VIDEOS	04.23.2024 - VIDEOS		40.27	
	Void	05/16/2024	Regular	0.00	0.00	97762
00276	BK Krill Corp	05/16/2024	Regular	0.00	870.00	97763
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1659	Invoice	05/03/2024	05.03.2024 - RAIN GARDEN,MPMP,PICKLE	0.00	870.00	
	01.21.61150	OUTSIDE SERVICES-OTHE	05.03.2024 - RAIN GARDEN,MP	180.00		
	01.81.61150	OUTSIDE SERVICES-OTHE	05.03.2024 - RAIN GARDEN,MP	90.00		
	01.81.62200	DEPARTMENTAL SUPPLIE	05.03.2024 - RAIN GARDEN,MP	240.00		
	15.81.63100	CONSTRUCTION	05.03.2024 - RAIN GARDEN,MP	360.00		
00032	BRADY INDUSTRIES	05/16/2024	Regular	0.00	835.48	97764
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
8840987	Invoice	05/02/2024	05.02.2024 - CORPYARD - TRASH BAGS/TI	0.00	835.48	
	01.81.61501	BLDG. MAINT-JANITORIAL	05.02.2024 - CORPYARD - TRAS	835.48		
01345	BSN Sports Inc	05/16/2024	Regular	0.00	1,361.60	97765
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012265	Invoice	05/16/2024	05.15.2024 - SOCCER BALLS	0.00	1,361.60	
	21.61.62964	SOCCER SUPPLIES	05.15.2024 - SOCCER BALLS	1,361.60		
03135	CentralSquare Technologies	05/16/2024	Regular	0.00	5,969.64	97766
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
410007	Invoice	05/02/2024	05.02.2024 - HORIZON CLOUD/TRAKIT SE	0.00	5,969.64	
	01.00.16000	PREPAID EXPENSE	05.02.2024 - HORIZON CLOUD/T	5,969.64		
01534	Christine O'Rourke	05/16/2024	Regular	0.00	6,387.50	97767
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
934	Invoice	04/30/2024	04.30.2024 - GENERAL PLAN UPDATE/ENV	0.00	6,387.50	
	01.18.61150	OUTSIDE SERVICES-OTHE	04.30.2024 - GENERAL PLAN UP	6,387.50		
03411	Christopher James Smith	05/16/2024	Regular	0.00	1,386.00	97768
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012238	Invoice	05/07/2024	05.07.2024 - TODDLER MUSIC TIME - 70%	0.00	1,386.00	
	21.62.61175	KIDS CULTURE SERVICES	05.07.2024 - TODDLER MUSIC TI	1,386.00		
02163	City of Foster City	05/16/2024	Regular	0.00	567.00	97769

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
15973	Invoice	05/06/2024	05.06.2024 - CALOPPS POSTING - ASST CI	0.00	567.00	
	01.41.61806	MISC HIRING EXPENSES	05.06.2024 - CALOPPS POSTING	567.00		
00308	CivicPlus	05/16/2024	Regular	0.00	18,663.12	97770
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
302834	Invoice	05/06/2024	07.01.2024 - ANNUAL RENEWAL - HOST &	0.00	18,663.12	
	01.00.16000	PREPAID EXPENSE	07.01.2024 - ANNUAL RENEWAL	18,663.12		
00025	Coatings & Sundries inc/CSI Paint	05/16/2024	Regular	0.00	2,643.72	97771
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
N0140731	Invoice	05/06/2024	05.06.2024 - ENNIS TRAFFIC 7004 CURB R	0.00	2,643.72	
	19.41.63109	UNPROGRAMMED RESUR	05.06.2024 - ENNIS TRAFFIC 700	2,643.72		
02524	Code Source	05/16/2024	Regular	0.00	3,762.00	97772
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
11631	Invoice	04/08/2024	04.08.2024 - PLAN REVISIONS - 825 SAN A	0.00	950.00	
	01.41.61157	PLAN CHECKING	04.08.2024 - PLAN REVISIONS -	950.00		
11632	Invoice	04/09/2024	04.09.2024 - PLAN REVISION - 100 SUMM	0.00	686.00	
	01.41.61157	PLAN CHECKING	04.09.2024 - PLAN REVISION - 1	686.00		
11646	Invoice	05/06/2024	05.06.2024 - PLAN REVIEW - 20 CARLSON	0.00	2,126.00	
	01.41.61157	PLAN CHECKING	05.06.2024 - PLAN REVIEW - 20	2,126.00		
00410	COFAM	05/16/2024	Regular	0.00	200.00	97773
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012246	Invoice	05/06/2024	05.06.2024 - MAY ART TALK TUESDAY	0.00	200.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	05.06.2024 - MAY ART TALK TUE	200.00		
00072	Comcast	05/16/2024	Regular	0.00	179.43	97774
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
049-04222024	Invoice	04/22/2024	049 - TH CABLE TV - 04.27.24-05.26.24	0.00	179.43	
	42.21.63003	COMPUTER HARDWARE/	049 - TH CABLE TV - 04.27.24-05	179.43		
01348	Community Media Center of Marin	05/16/2024	Regular	0.00	4,916.25	97775
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
190825-FFM	Invoice	05/06/2024	05.06.2024 - VIDEO PRODUCTION - TC/PC	0.00	2,422.50	
	01.12.61194	OUTSIDE SERVICES - GRA	05.06.2024 - VIDEO PRODUCTIO	1,662.50		
	01.18.61194	OUTSIDE SERVICES - GRA	05.06.2024 - VIDEO PRODUCTIO	760.00		
190826-FFM	Invoice	05/06/2024	05.06.2024 - VIDEO PRODUCTION - TC/PC	0.00	2,493.75	
	01.12.61194	OUTSIDE SERVICES - GRA	05.06.2024 - VIDEO PRODUCTIO	1,591.25		
	01.18.61194	OUTSIDE SERVICES - GRA	05.06.2024 - VIDEO PRODUCTIO	902.50		
01458	Consumers' Checkbook	05/16/2024	Regular	0.00	51.00	97776
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
R2423BPR2	Invoice	05/03/2024	05.03.2024 - 2 YR SUBSCRIPTION	0.00	51.00	
	01.71.62305	MAGAZINES AND NEWSP	05.03.2024 - 2 YR SUBSCRIPTIO	51.00		
03159	Cool The Earth	05/16/2024	Regular	0.00	5,000.00	97777

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Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
229	Invoice	04/30/2024	04.30.2024 - EV/EBIKE SHOW SERVICES	0.00	5,000.00	
	90.41.61100	OUTSIDE SERVICES	04.30.2024 - EV/EBIKE SHOW SE	5,000.00		
03567	DARCY BELL	05/16/2024	Regular	0.00	65.53	97778
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012266	Invoice	05/08/2024	05.08.2024 - UMPIRE AND MASKS	0.00	65.53	
	21.61.62965	SOFTBALL SUPPLIES	05.08.2024 - UMPIRE AND MAS	65.53		
00533	Davis Sign Company	05/16/2024	Regular	0.00	479.48	97779
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
38121	Invoice	05/13/2024	05.13.2024 - NO SMOKING SIGNS	0.00	479.48	
	01.41.61506	BLDG. MAINT-OTHER	05.13.2024 - NO SMOKING SIGN	479.48		
01320	DC Electric Group Inc	05/16/2024	Regular	0.00	604.92	97780
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
473821	Invoice	04/10/2024	04.10.2024 - 74 LINCOLN PK - POLE LIGHT	0.00	604.92	
	01.42.61131	OUTSIDE SVCS-STREET LI	04.10.2024 - 74 LINCOLN PK - P	604.92		
03662	DMR Builders	05/16/2024	Regular	0.00	187,224.35	97781
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012158	Invoice	05/01/2024	05.01.2024 - TOWN HALL HVAC - PROGRE	0.00	187,224.35	
	45.41.61150	OUTSIDE SERVICES-OTHE	05.01.2024 - TOWN HALL HVAC	187,224.35		
00266	Edwin P Gurka, Jr	05/16/2024	Regular	0.00	296.25	97782
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
12-2024	Invoice	05/06/2024	05.06.2024 - SITE VISITS & ARBORIST CO	0.00	296.25	
	01.81.61105	OUTSIDE SERVICES-TREES	05.06.2024 - SITE VISITS & ARB	296.25		
00087	Elite Tree Service	05/16/2024	Regular	0.00	17,279.00	97783
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2023-9-7	Invoice	09/29/2023	09.29.2023 - TOWN HALL - TREE REMOVA	0.00	2,600.00	
	01.81.61105	OUTSIDE SERVICES-TREES	09.29.2023 - TOWN HALL - TREE	2,600.00		
2024-05-01	Invoice	05/03/2024	05.03.2024 - FIRE CLEARANCE - CENTER/S	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	05.03.2024 - FIRE CLEARANCE -	2,880.00		
2024-05-2	Invoice	05/03/2024	05.03.2024 - FIRE CLEARANCE - FAIRFAX/S	0.00	2,958.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	05.03.2024 - FIRE CLEARANCE -	2,958.00		
2024-05-3	Invoice	05/10/2024	05.10.2024 - CREEK PARK SOIL REMOVAL	0.00	2,880.00	
	01.81.61104	OUTSIDE SERVICES-GROU	05.10.2024 - CREEK PARK SOIL R	2,880.00		
2024-05-4	Invoice	05/10/2024	05.10.2024 - CREEK PARK - SOIL REMOVAL	0.00	3,015.00	
	01.81.61104	OUTSIDE SERVICES-GROU	05.10.2024 - CREEK PARK - SOIL	3,015.00		
2024-05-5	Invoice	05/10/2024	05.10.2024 - FIRE CLEARANCE - BUS STOP	0.00	2,946.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	05.10.2024 - FIRE CLEARANCE -	2,946.00		
03678	Enviro-Tote Inc.	05/16/2024	Regular	0.00	3,783.84	97784
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2401880-IN	Invoice	05/08/2024	05.08.2024 - SMALL BUSINESS MONTH BA	0.00	3,783.84	
	01.21.61903	PROMOTION OF COMME	05.08.2024 - SMALL BUSINESS	3,783.84		
02622	Epstein Holtzapple Christo LLP	05/16/2024	Regular	0.00	852.50	97785

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7363	Invoice	04/18/2024	04.18.2024 - LEGAL COUNSEL - PLANNING	0.00	852.50	
	01.16.61138	GENERAL COUNSEL LEGA	04.18.2024 - LEGAL COUNSEL -	852.50		
00092	Ewing Irrigation Products	05/16/2024	Regular	0.00	608.54	97786
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
22150592	Invoice	04/30/2024	04.30.2024 - ROBSON PARK - IRRITROL	0.00	244.60	
	01.81.62200	DEPARTMENTAL SUPPLIE	04.30.2024 - ROBSON PARK - IR	244.60		
22205642	Invoice	05/06/2024	05.06.2024 - IRRIGATION SUPPLIES - CORP	0.00	363.94	
	01.81.62200	DEPARTMENTAL SUPPLIE	05.06.2024 - IRRIGATION SUPPLI	363.94		
00017	Fairfax Building Supply Co. Inc.	05/16/2024	Regular	0.00	209.68	97787
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
281197	Invoice	04/25/2024	04.25.2024 - ICC - WALL BASE/GYPSUM B	0.00	31.70	
	31.41.61506	BLDG. MAINT-OTHER	04.25.2024 - ICC - WALL BASE/G	31.70		
281565	Invoice	05/02/2024	05.02.2024 - SHELF SUPPORT	0.00	12.93	
	31.41.61506	BLDG. MAINT-OTHER	05.02.2024 - SHELF SUPPORT	12.93		
281764	Invoice	05/07/2024	05.07.2024 - FLOWER SEED CANISTER	0.00	31.30	
	01.42.62200	DEPARTMENTAL SUPPLIE	05.07.2024 - FLOWER SEED CAN	31.30		
281765	Invoice	05/07/2024	05.07.2024 - BIG HARVEST BALE	0.00	50.97	
	01.42.62200	DEPARTMENTAL SUPPLIE	05.07.2024 - BIG HARVEST BALE	50.97		
281791	Invoice	05/07/2024	05.07.2024 - HOSES/FERTILIZER SPIKE/NO	0.00	78.30	
	01.42.62200	DEPARTMENTAL SUPPLIE	05.07.2024 - HOSES/FERTILIZER	78.30		
281816	Invoice	05/08/2024	05.08.2024 - TOGGLE SWITCH/SWITCH GR	0.00	4.48	
	31.41.61506	BLDG. MAINT-OTHER	05.08.2024 - TOGGLE SWITCH/S	4.48		
01062	Forster Pump & Engineering Inc	05/16/2024	Regular	0.00	938.75	97788
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2404030-IN	Invoice	04/18/2024	04.18.2024 - FILTER BACKWASHING REAPI	0.00	360.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	04.18.2024 - FILTER BACKWASHI	360.00		
2404161-IN	Invoice	04/23/2024	04.23.2024 - FILTER BACKWASHING REPAI	0.00	578.75	
	01.42.61144	Medians	04.23.2024 - FILTER BACKWASHI	578.75		
02278	Gardeners' Guild	05/16/2024	Regular	0.00	6,117.00	97789
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
116760	Invoice	05/01/2024	05.01.2024 - SFD MEDIANS MAINTENANC	0.00	1,099.00	
	01.42.61144	Medians	05.01.2024 - SFD MEDIANS MAI	1,099.00		
116801	Invoice	05/01/2024	05.01.2024 - RED HILL MEDIAN MAINTEN	0.00	2,178.00	
	01.42.61144	Medians	05.01.2024 - RED HILL MEDIAN	2,178.00		
116802	Invoice	05/01/2024	05.01.2024 - MNTNC - IMGNTN PK/TH PK	0.00	2,070.00	
	01.81.61104	OUTSIDE SERVICES-GROU	05.01.2024 - MNTNC - IMGNTN	1,035.00		
	14.81.61150	OUTSIDE SERVICES-OTHE	05.01.2024 - MNTNC - IMGNTN	1,035.00		
116923	Invoice	05/09/2024	05.09.2024 - IMGNTN PK/MAGNOLIA LOT	0.00	770.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	05.09.2024 - IMGNTN PK/MAG	770.00		
00021	Good & Clean Company Inc	05/16/2024	Regular	0.00	12,405.00	97790

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Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
70853	Invoice	05/01/2024	05.01.2024 - GENERAL CLEANING - APRIL	0.00	11,305.00	
	31.41.61501	BLDG. MAINT-JANITORIAL	05.01.2024 - GENERAL CLEANIN	2,825.00		
	34.41.61501	BLDG. MAINT-JANITORIAL	05.01.2024 - GENERAL CLEANIN	1,775.00		
	41.41.61701	UTILITIES	05.01.2024 - GENERAL CLEANIN	3,125.00		
	41.41.61701	UTILITIES	05.01.2024 - GENERAL CLEANIN	3,580.00		
70854	Invoice	05/01/2024	05.01.2024 - CLEANING - TOWN HALL PD	0.00	1,100.00	
	41.41.61701	UTILITIES	05.01.2024 - CLEANING - TOWN	1,100.00		
00020	Hannibal's Inc Electrical Construction	05/16/2024	Regular	0.00	3,258.71	97791
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
25191	Invoice	04/29/2024	04.29.2024 - LIBRARY - CEILING FAN REPAI	0.00	1,963.64	
	01.41.61506	BLDG. MAINT-OTHER	04.29.2024 - LIBRARY - CEILING	1,963.64		
25196	Invoice	04/29/2024	04.29.2024 - PD - OVERHEAD LIGHTS	0.00	483.17	
	41.41.62200	DEPARTMENTAL SUPPLIE	04.29.2024 - PD - OVERHEAD LI	483.17		
25200	Invoice	04/29/2024	04.29.2024 - LIBRARY/CREEK PK - LIGHTIN	0.00	811.90	
	01.81.61150	OUTSIDE SERVICES-OTHE	04.29.2024 - LIBRARY/CREEK PK	811.90		
03332	Heidi Scoble	05/16/2024	Regular	0.00	310.03	97792
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012267	Invoice	05/13/2024	05.13.2024 - REIMB - GENERAL PLAN CON	0.00	310.03	
	01.18.61150	OUTSIDE SERVICES-OTHE	05.13.2024 - REIMB - GENERAL	310.03		
02236	HooplaDigital	05/16/2024	Regular	0.00	710.99	97793
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
505411455	Invoice	04/30/2024	04.30.2024 - DIGITAL ACCOUNT - APR 202	0.00	710.99	
	27.71.62309	E BOOKS	04.30.2024 - DIGITAL ACCOUNT	710.99		
03124	ID Cards, Inc	05/16/2024	Regular	0.00	18.50	97794
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
556671	Invoice	05/08/2024	05.08.2024 - PVC CARDS	0.00	18.50	
	01.12.62200	DEPARTMENTAL SUPPLIE	05.08.2024 - PVC CARDS	18.50		
00022	Jackson's Hardware Inc.	05/16/2024	Regular	0.00	123.10	97795
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
154178	Invoice	05/07/2024	05.07.2024 - GARDEN SPRAYER 3 GAL	0.00	48.06	
	01.81.62200	DEPARTMENTAL SUPPLIE	05.07.2024 - GARDEN SPRAYER	48.06		
154383	Invoice	05/09/2024	05.09.2024 - FASTNERS/DRILL BITS	0.00	75.04	
	01.42.62200	DEPARTMENTAL SUPPLIE	05.09.2024 - FASTNERS/DRILL BI	75.04		
00022	Jackson's Hardware Inc.	05/16/2024	Regular	0.00	160.00	97796
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
A43216	Invoice	04/30/2024	04.30.2024 - ELECTRIC LANDSCAPE REBAT	0.00	160.00	
	90.41.61100	OUTSIDE SERVICES	04.30.2024 - ELECTRIC LANDSCA	160.00		
00022	Jackson's Hardware Inc.	05/16/2024	Regular	0.00	210.00	97797
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
A31100	Invoice	04/08/2024	04.08.2024 - ELECTRIC LANDSCAPE REBAT	0.00	210.00	
	90.41.61100	OUTSIDE SERVICES	04.08.2024 - ELECTRIC LANDSCA	210.00		
00113	Juan Olsen Sanchez	05/16/2024	Regular	0.00	8,500.00	97798

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Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
SPRING24-4	Invoice	05/15/2024	05.15.2024 - GYMNASTICS SPRING 2024 -	0.00	8,500.00	
	21.61.61167	TUMBLING SERVICES	05.15.2024 - GYMNASTICS SPRI	8,500.00		
03600	Kaare Iverson	05/16/2024	Regular	0.00	5,000.00	97799
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
100577	Invoice	05/02/2024	05.02.2024 - SAN ANSELMO PHOTOGRAP	0.00	5,000.00	
	01.21.61150	OUTSIDE SERVICES-OTHE	05.02.2024 - SAN ANSELMO PH	5,000.00		
02558	Kanopy	05/16/2024	Regular	0.00	592.00	97800
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
399729	Invoice	04/30/2024	04.30.2024 - VIDEOS - LIBRARY - APR 202	0.00	592.00	
	27.71.62307	VIDEOS	04.30.2024 - VIDEOS - LIBRARY -	592.00		
00115	Kone Inc	05/16/2024	Regular	0.00	3,245.88	97801
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
871351552	Invoice	05/01/2024	05.01.2024 - ELEVATOR MAINTENANCE -	0.00	3,245.88	
	41.41.61701	UTILITIES	05.01.2024 - ELEVATOR MAINTE	3,245.88		
03417	Lindsey Klein	05/16/2024	Regular	0.00	181.96	97802
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012247	Invoice	05/08/2024	05.08.2024 - REIMB - 2024 APA CONFERE	0.00	181.96	
	01.18.61000	TRAINING	05.08.2024 - REIMB - 2024 APA	181.96		
02579	LTS of Marin	05/16/2024	Regular	0.00	3,474.38	97803
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1675	Invoice	05/11/2024	05.11.2024 - VEHICLE REPAIRS	0.00	3,474.38	
	01.81.61602	VEHICLE MAINTENANCE/	05.11.2024 - CHEVY2500/TOYOT	347.00		
	01.81.61602	VEHICLE MAINTENANCE/	05.11.2024 - VEHICLE REPAIRS	2,780.38		
	01.81.61602	VEHICLE MAINTENANCE/	05.11.2024 - VEHICLE REPAIRS	347.00		
00739	Marin Girls Softball	05/16/2024	Regular	0.00	2,175.00	97804
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012239	Invoice	05/01/2024	05.01.2024 - ALL STAR TEAMS	0.00	2,175.00	
	21.61.61165	SOFTBALL SERVICES	05.01.2024 - ALL STAR TEAMS	2,175.00		
00121	Marin I J - 2072661 AD	05/16/2024	Regular	0.00	288.79	97805
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
0001411567	Invoice	04/30/2024	04.30.2024 - COLUMNS - ORDINANCE/FEE	0.00	288.79	
	01.12.61151	LEGAL NOTICES	04.30.2024 - COLUMNS - ORDIN	288.79		
00029	Marin IT	05/16/2024	Regular	0.00	18,676.58	97806
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2024-123208	Invoice	04/24/2024	04.24.2024 - LAPTOP SETUP - MAUK	0.00	3,470.71	
	42.21.62200	DEPARTMENTAL SUPPLIE	04.24.2024 - LAPTOP SETUP - M	3,470.71		
2024-123278	Invoice	05/03/2024	05.03.2024 - PD/TH SWITCH SEGREGATIO	0.00	1,522.50	
	01.12.61150	OUTSIDE SERVICES-OTHE	05.03.2024 - PD/TH SWITCH SE	1,522.50		
2024-123279	Invoice	05/03/2024	05.03.2024 - AGREEMENT IT MGMT SUPP	0.00	5,026.67	
	42.21.61150	OUTSIDE SERVICES-OTHE	05.03.2024 - AGREEMENT IT M	5,026.67		
2024-123280	Invoice	05/02/2024	05.02.2024 - LAPTOP SETUP - MAUK	0.00	585.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	42.21.61150	OUTSIDE SERVICES-OTHE	05.02.2024 - LAPTOP SETUP - M		585.00	
2024-123281	Invoice	05/03/2024	05.03.2024 - AGREEMENT ONSITE SUPPO	0.00	5,720.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	05.03.2024 - AGREEMENT ONSI		5,720.00	
2024-123282	Invoice	05/02/2024	05.02.2024 - CABLE MANAGEMENT TRAYS	0.00	48.70	
	42.21.62200	DEPARTMENTAL SUPPLIE	05.02.2024 - CABLE MANAGEM		48.70	
2024-123307	Invoice	05/07/2024	05.07.2024 - AGREEMENT MANAGED OFF	0.00	1,303.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	05.07.2024 - AGREEMENT MAN		1,303.00	
2024-123329	Invoice	05/08/2024	05.08.2024 - AGREEMENT HOSTED BACK	0.00	1,000.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	05.08.2024 - AGREEMENT HOST		1,000.00	
00142	Marin Municipal Water District	05/16/2024	Regular	0.00	1,063.31	97807
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
073-05092024	Invoice	05/09/2024	073 - CENTER & FORREST - 03.06.24-05.0	0.00	88.57	
01.81.61703	UTILITIES-WATER		073 - CENTER & FORREST - 03.0	88.57		
216-05102024	Invoice	05/10/2024	216 - 237 CRESCENT - 03.07.24-05.07.24	0.00	877.14	
01.81.61703	UTILITIES-WATER		216 - 237 CRESCENT - 03.07.24-	877.14		
307-05102024	Invoice	05/10/2024	307 - 237 CRESCENT - 03.07.24-05.07.24	0.00	97.60	
01.81.61703	UTILITIES-WATER		307 - 237 CRESCENT - 03.07.24-	97.60		
03690	Metrovation	05/16/2024	Regular	0.00	423.28	97808
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
R14980	Invoice	05/10/2024	05.10.2024 - REFUND - T&M NOT USED	0.00	423.28	
01.00.48057	PLANNING FEES		05.10.2024 - REFUND - T&M NO	381.35		
01.00.48059	PLANNING TRAINING FEE		05.10.2024 - REFUND - T&M NO	41.93		
01388	NCSI	05/16/2024	Regular	0.00	74.00	97809
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
45216	Invoice	05/01/2024	05.01.2024 - BACKGROUND CHECKS - REC	0.00	74.00	
21.65.61137	FINGERPRINTING		05.01.2024 - BACKGROUND CHE	74.00		
01346	Nerviani Paving Inc	05/16/2024	Regular	0.00	11,550.00	97810
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
7404	Invoice	04/17/2024	04.17.2024 - LANSDALE STN - ASPHALT RP	0.00	11,550.00	
19.41.63109	UNPROGRAMMED RESUR		04.17.2024 - LANSDALE STN - AS	11,550.00		
03524	Northwest Cascade, Inc.	05/16/2024	Regular	0.00	2,604.11	97811
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
0554158048	Invoice	05/07/2024	05.07.2024 - ADA COMPLIANT UNIT - REC	0.00	2,604.11	
01.81.61156	EQUIPMENT RENTAL		05.07.2024 - ADA COMPLIANT U	2,604.11		
00992	OverDrive Inc.	05/16/2024	Regular	0.00	27.50	97812
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
02883MA241309	Invoice	04/30/2024	04.30.2024 - LIBRARY - EBOOKS	0.00	27.50	
27.71.62309	E BOOKS		04.30.2024 - LIBRARY - EBOOKS	27.50		
02554	Parkmobile LLC	05/16/2024	Regular	0.00	342.40	97813
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV38368	Invoice	04/30/2024	04.30.2024 - END USER FEES - APR 2024	0.00	342.40	
13.42.61114	OUTSIDE SRV: PARKING		04.30.2024 - END USER FEES - A	342.40		
00893	Perfect Timing Personnel Services, Inc.	05/16/2024	Regular	0.00	5,909.49	97814

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
53345	Invoice	05/06/2024	05.06.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,212.35	
	01.41.61103	OUTSIDE SVCS - HUMAN	05.06.2024 - ADMINISTRATIVE S	1,212.35		
53346	Invoice	05/06/2024	05.06.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,452.28	
	01.82.60010	TEMPORARY HELP	05.06.2024 - ADMINISTRATIVE S	1,161.82		
	21.65.60010	TEMPORARY HELP	05.06.2024 - ADMINISTRATIVE S	290.46		
53374	Invoice	05/13/2024	05.13.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,818.52	
	01.41.60010	TEMPORARY HELP	05.13.2024 - ADMINISTRATIVE S	1,818.52		
53375	Invoice	05/13/2024	05.13.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,426.34	
	01.82.60010	TEMPORARY HELP	05.13.2024 - ADMINISTRATIVE S	1,141.07		
	21.65.60010	TEMPORARY HELP	05.13.2024 - ADMINISTRATIVE S	285.27		
00181	Ross Valley Fire Department	05/16/2024	Regular	0.00	11,122.69	97815
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012263	Invoice	05/14/2024	05.14.2024 - RVFD FEES COLLECTION - AP	0.00	11,122.69	
	01.00.20354	DUE TO ROSS VALLEY FIR	05.14.2024 - RVFD FEES COLLEC	11,122.69		
01219	Ross Valley School District	05/16/2024	Regular	0.00	2,336.00	97816
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
RSVD-SPRING 05	Invoice	05/13/2024	05.13.2024 - FACILITIES USE FEE - ASE SPR	0.00	2,336.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.13.2024 - FACILITIES USE FEE	2,336.00		
02936	SMITH'S PEST MANAGEMENT	05/16/2024	Regular	0.00	300.00	97817
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
114388B	Invoice	05/01/2024	05.01.2024 - PEST CONTROL - TOWN HAL	0.00	300.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	05.01.2024 - PEST CONTROL - T	300.00		
03207	Toni DeFrancis	05/16/2024	Regular	0.00	280.00	97818
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2024-PC56	Invoice	05/13/2024	05.13.2024 - TRANSCRIPTION - PC 05/06	0.00	120.00	
	01.18.61150	OUTSIDE SERVICES-OTHE	05.13.2024 - TRANSCRIPTION -	120.00		
2024-TC423	Invoice	04/29/2024	04.29.2024 - TRANSCRIPTION - TC 04/23	0.00	160.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	04.29.2024 - TRANSCRIPTION -	160.00		
00215	Transbay Lock	05/16/2024	Regular	0.00	2,823.20	97819
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
90432	Invoice	04/30/2024	04.30.2024 - KEYS/RINGS	0.00	47.08	
	01.41.61506	BLDG. MAINT-OTHER	04.30.2024 - KEYS/RINGS	47.08		
90686	Invoice	05/02/2024	05.02.2024 - TOWN HALL - SIMPLEX/REST	0.00	2,758.37	
	41.41.62200	DEPARTMENTAL SUPPLIE	05.02.2024 - TOWN HALL - SIMP	2,758.37		
90704	Invoice	05/08/2024	05.08.2024 - 5 KEYS/PARKS	0.00	17.75	
	41.41.62200	DEPARTMENTAL SUPPLIE	05.08.2024 - 5 KEYS/PARKS	17.75		
03094	TRC Companies	05/16/2024	Regular	0.00	2,871.00	97820
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
43795	Invoice	05/08/2024	05.08.2024 - ON-CALL INSPECTIONS - APR	0.00	2,871.00	
	01.41.61150	OUTSIDE SERVICES-OTHE	05.08.2024 - ON-CALL INSPECTI	2,871.00		
00226	Wedge Roofing Inc	05/16/2024	Regular	0.00	1,100.00	97821

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
19852	Invoice	02/02/2024	02.02.2024 - REC - ROOF WIND DAMAGE	0.00	1,100.00	
	31.41.61506	BLDG. MAINT-OTHER	02.02.2024 - REC - ROOF WIND	1,100.00		
02986	Albertsons/Safeway	05/30/2024	Regular	0.00	69.99	97822
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
661328-052324-1	Invoice	05/23/2024	05.23.2024 - REC DEPT - LYSOL/CLOROX	0.00	33.93	
	21.63.62979	PARKSIDE SUPPLIES	05.23.2024 - REC DEPT - LYSOL/	33.93		
723278-050624-1	Invoice	05/06/2024	05.06.2024 - REC DEPT - COCONUT OIL	0.00	36.06	
	21.63.62979	PARKSIDE SUPPLIES	05.06.2024 - REC DEPT - COCON	36.06		
00048	Alhambra & Sierra Springs	05/30/2024	Regular	0.00	269.78	97823
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
23551470 05232	Invoice	05/23/2024	05.23.2024 - REC DEPT - WATER DELIVERY	0.00	269.78	
	21.63.61179	PARKSIDE SERVICES	05.23.2024 - REC DEPT - WATER	121.90		
	21.65.62200	DEPARTMENTAL SUPPLIE	05.23.2024 - REC DEPT - WATER	147.88		
02030	Alvin S. Bailey	05/30/2024	Regular	0.00	113.40	97824
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
05282024	Invoice	05/28/2024	05.28.2024 - SPRING UKELELE CLASS 04/1	0.00	113.40	
	21.62.61170	ADULT ART & CULTURE SE	05.28.2024 - SPRING UKELELE C	113.40		
02920	Amazon Business	05/30/2024	Regular	0.00	374.29	97825
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
161Y-T77J-RWTD	Invoice	05/02/2024	05.02.2024 - SEAWEED RISING	0.00	22.58	
	01.71.62310	Library Zip Grant	05.02.2024 - SEAWEED RISING	22.58		
19DH-FJC9-PYHT	Invoice	05/15/2024	05.15.2024 - PHONE AMPLIFIER	0.00	40.25	
	01.71.62000	OFFICE SUPPLIES	05.15.2024 - PHONE AMPLIFIER	40.25		
19MH-F7GD-X7G	Invoice	05/16/2024	05.16.2024 - THE SENTIENT CELL	0.00	54.25	
	01.71.62310	Library Zip Grant	05.16.2024 - THE SENTIENT CEL	54.25		
19QM-FXQ6-MM	Invoice	05/20/2024	05.20.2024 - ALLERGIC TO LIFE	0.00	48.81	
	01.71.62310	Library Zip Grant	05.20.2024 - ALLERGIC TO LIFE	48.81		
1LKJ-VHNR-MY7	Invoice	05/11/2024	05.11.2024 - JAPAN TRAVEL GUIDE	0.00	18.56	
	01.71.62310	Library Zip Grant	05.11.2024 - JAPAN TRAVEL GUI	18.56		
1R7M-FQGN-LV1	Invoice	04/29/2024	04.29.2024 - BEFORE MACHINE LEARNIN	0.00	45.57	
	01.71.62310	Library Zip Grant	04.29.2024 - BEFORE MACHINE	45.57		
1TRD-GDHT-MND	Invoice	05/10/2024	05.10.2024 - THE SHADOWBOXER	0.00	37.14	
	01.71.62310	Library Zip Grant	05.10.2024 - THE SHADOWBOX	37.14		
1V1Q-7NKW-F1P	Invoice	05/22/2024	05.22.2024 - WHO NOT HOW	0.00	16.60	
	01.71.62310	Library Zip Grant	05.22.2024 - WHO NOT HOW	16.60		
1X46-QGT9-W7M	Invoice	05/21/2024	05.21.2024 - TIE DYE BAGS/TODO EL CAM	0.00	90.53	
	01.71.61132	OUTSIDE SVCS-PROGRAM	05.21.2024 - TIE DYE BAGS/TOD	90.53		
03299	Answer MTI	05/30/2024	Regular	0.00	137.75	97826
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
000032-465-141	Invoice	05/01/2024	05.01.2024 - CALL CENTER SERVICE	0.00	137.75	
	01.41.61150	OUTSIDE SERVICES-OTHE	05.01.2024 - CALL CENTER SERV	137.75		
03354	Arlette Castellanos	05/30/2024	Regular	0.00	500.00	97827

Check Report **Date Range: 05/01/2024 - 05/31/2024**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10	Invoice	05/16/2024	05.16.2024 - SPANISH STORYTIME APR 20	0.00	500.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	05.16.2024 - SPANISH STORYTI	500.00		
00408	Astro Jump of Northbay	05/30/2024	Regular	0.00	799.00	97828
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
28504199	Invoice	05/29/2024	05.29.2024 - OBSTACLE COURSE/AXE THR	0.00	799.00	
	21.63.61187	ROBSON AFTER SCHOOL	05.29.2024 - OBSTACLE COURSE	799.00		
00001	AT&T Calnet	05/30/2024	Regular	0.00	419.62	97829
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
634-05202024	Invoice	05/20/2024	634 - TRAFFIC SIGNAL MODEM - 04.20.24	0.00	419.62	
	41.41.61701	UTILITIES	634 - TRAFFIC SIGNAL MODEM -	419.62		
00388	Baker & Taylor	05/30/2024	Regular	0.00	1,355.60	97830
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5018883505	Invoice	05/02/2024	05.02.2024 - ADULT BOOKS	0.00	21.81	
	27.71.62301	ADULT BOOKS	05.02.2024 - ADULT BOOKS	21.81		
5018883506	Invoice	05/02/2024	05.02.2024 - ADULT BOOKS	0.00	252.62	
	27.71.62301	ADULT BOOKS	05.02.2024 - ADULT BOOKS	252.62		
5018883507	Invoice	05/02/2024	05.02.2024 - ADULT BOOKS	0.00	21.54	
	27.71.62301	ADULT BOOKS	05.02.2024 - ADULT BOOKS	21.54		
5018886303	Invoice	05/02/2024	05.02.2024 - CHILDREN'S BOOKS	0.00	29.16	
	27.71.62302	CHILDRENS BOOKS	05.02.2024 - CHILDREN'S BOOK	29.16		
5018886304	Invoice	05/02/2024	05.02.2024 - CHILDREN'S BOOKS	0.00	56.58	
	27.71.62302	CHILDRENS BOOKS	05.02.2024 - CHILDREN'S BOOK	56.58		
5018886305	Invoice	05/02/2024	05.02.2024 - CHILDREN'S BOOKS	0.00	30.45	
	27.71.62302	CHILDRENS BOOKS	05.02.2024 - CHILDREN'S BOOK	30.45		
5018888847	Invoice	05/03/2024	05.03.2024 - ADULT BOOKS	0.00	22.10	
	27.71.62301	ADULT BOOKS	05.03.2024 - ADULT BOOKS	22.10		
5018888848	Invoice	05/03/2024	05.03.2024 - ADULT BOOKS	0.00	667.08	
	27.71.62301	ADULT BOOKS	05.03.2024 - ADULT BOOKS	667.08		
5018888849	Invoice	05/03/2024	05.03.2024 - ADULT BOOKS	0.00	21.50	
	27.71.62301	ADULT BOOKS	05.03.2024 - ADULT BOOKS	21.50		
5018920789	Invoice	05/20/2024	05.20.2024 - TEEN BOOKS	0.00	232.76	
	27.71.62302	CHILDRENS BOOKS	05.20.2024 - TEEN BOOKS	232.76		
02823	BOUCHER LAW	05/30/2024	Regular	0.00	9,807.00	97831
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1810	Invoice	05/17/2024	05.17.2024 - LABOR LAW & EMPLOYMEN	0.00	671.00	
	01.16.61138	GENERAL COUNSEL LEGA	05.17.2024 - LABOR LAW & EM	671.00		
1829	Invoice	05/17/2024	05.17.2024 - LEGAL SERVICES - COMPLEX	0.00	152.50	
	01.16.61138	GENERAL COUNSEL LEGA	05.17.2024 - LEGAL SERVICES - C	152.50		
1851	Invoice	05/17/2024	05.17.2024 - LABOR & EMPLOYMENT LA	0.00	473.00	
	01.16.61196	PERSONNEL LEGAL SERVI	05.17.2024 - LABOR & EMPLOY	473.00		
1873	Invoice	05/17/2024	05.17.2024 - LABOR & EMPLOYMENT LA	0.00	8,118.50	
	01.16.61196	PERSONNEL LEGAL SERVI	05.17.2024 - LABOR & EMPLOY	8,118.50		
1893	Invoice	05/17/2024	05.17.2024 - LABOR & EMPLOYMENT LA	0.00	84.00	
	01.16.61196	PERSONNEL LEGAL SERVI	05.17.2024 - LABOR & EMPLOY	84.00		
1907	Invoice	05/17/2024	05.17.2024 - LABOR & EMPLOYMENT LA	0.00	308.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.16.61138 GENERAL COUNSEL LEGA		05.17.2024 - LABOR & EMPLOY		308.00	
00032	BRADY INDUSTRIES	05/30/2024	Regular	0.00	3,191.69	97832
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8893379	Invoice	05/22/2024	05.22.2024 - LIBRARY - TISSUES/TOWELS	0.00	317.47	
	01.41.61501	BLDG. MAINT-JANITORIAL	05.22.2024 - LIBRARY - TISSUES/		317.47	
8893380	Invoice	05/22/2024	05.22.2024 - ICC - TISSUE/TOWELS	0.00	649.60	
	31.41.61501	BLDG. MAINT-JANITORIAL	05.22.2024 - ICC - TISSUE/TOWE		649.60	
8893381	Invoice	05/22/2024	05.22.2024 - TOWN HALL - CLEANING SUP	0.00	780.50	
	01.41.61501	BLDG. MAINT-JANITORIAL	05.22.2024 - TOWN HALL - CLEA		780.50	
8893383	Invoice	05/22/2024	05.22.2024 - REC OFFICES - TISSUES/TOW	0.00	472.21	
	31.41.61501	BLDG. MAINT-JANITORIAL	05.22.2024 - REC OFFICES - TISS		472.21	
8893384	Invoice	05/22/2024	05.22.2024 - ROBSON HOUSE - TISSUES/T	0.00	376.14	
	34.41.61501	BLDG. MAINT-JANITORIAL	05.22.2024 - ROBSON HOUSE -		376.14	
8893385	Invoice	05/22/2024	05.22.2024 - PARK - TISSUES/TOWELS	0.00	595.77	
	01.81.61501	BLDG. MAINT-JANITORIAL	05.22.2024 - PARK - TISSUES/TO		595.77	
03208	Brightly Software, Inc	05/30/2024	Regular	0.00	10,430.43	97833
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV-241851	Invoice	05/08/2024	05.08.2024 - ANNUAL SUBSCRIPTION	0.00	10,430.43	
	01.00.16000	PREPAID EXPENSE	05.08.2024 - ANNUAL SUBSCRIP		10,430.43	
03695	Bryan Shiles	05/30/2024	Regular	0.00	285.20	97834
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
R15141	Invoice	05/29/2024	05.29.2024 - REFUND - UNUSED DEPOSIT	0.00	285.20	
	01.00.48012	GENERAL PLAN MAINT FE	05.29.2024 - REFUND - UNUSED		24.80	
	01.00.48057	PLANNING FEES	05.29.2024 - REFUND - UNUSED		248.00	
	01.00.48059	PLANNING TRAINING FEE	05.29.2024 - REFUND - UNUSED		12.40	
01631	Caine Starelli	05/30/2024	Regular	0.00	827.80	97835
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
05282024-4	Invoice	05/28/2024	05.28.2024 - MAH JONGG DROP-INS - MA	0.00	468.00	
	21.62.61170	ADULT ART & CULTURE SE	05.28.2024 - MAH JONGG DROP		468.00	
05282024-5	Invoice	05/28/2024	05.28.2024 - MAH JONGG DROP-INS - MA	0.00	359.80	
	21.62.61170	ADULT ART & CULTURE SE	05.28.2024 - MAH JONGG DROP		359.80	
03570	CHASE ACE HARDWARE	05/30/2024	Regular	0.00	6.37	97836
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
37527	Invoice	05/15/2024	05.15.2024 - WIRE ROPE CLIP	0.00	6.37	
	01.42.62200	DEPARTMENTAL SUPPLIE	05.15.2024 - WIRE ROPE CLIP		6.37	
01876	Chess Wizards	05/30/2024	Regular	0.00	3,402.00	97837
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S24-HV Chess	Invoice	05/29/2024	05.29.2024 - ASE SPRING 2024 - HIDDEN	0.00	1,512.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.29.2024 - ASE SPRING 2024 -		1,512.00	
S24-WT CHESS	Invoice	05/29/2024	05.29.2024 - ASE SPRING 2024 - WADE TH	0.00	1,890.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.29.2024 - ASE SPRING 2024 -		1,890.00	
03151	City of San Rafael - Finance Dept	05/30/2024	Regular	0.00	220.00	97838

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012310	Invoice	05/23/2024	05.23.2024 - MCCMC MAY MEETING	0.00	220.00	
	01.11.61000	TRAINING	05.23.2024 - MCCMC MAY MEE	220.00		
02315	Coastland Civil Engineering Inc.	05/30/2024	Regular	0.00	14,717.50	97839
59164	Invoice	04/30/2024	04.30.2024 - BUILDING DEPT SERVICES	0.00	14,717.50	
	01.41.61157	PLAN CHECKING	04.30.2024 - BUILDING DEPT SE	14,717.50		
02524	Code Source	05/30/2024	Regular	0.00	2,352.00	97840
11664	Invoice	05/21/2024	05.21.2024 - PLAN REVIEW - 65 FLORENC	0.00	958.00	
	01.41.61157	PLAN CHECKING	05.21.2024 - PLAN REVIEW - 65	958.00		
11665	Invoice	05/22/2024	05.22.2024 - PLAN REVIEW - 335 SAN ANS	0.00	1,394.00	
	01.41.61157	PLAN CHECKING	05.22.2024 - PLAN REVIEW - 33	1,394.00		
00410	COFAM	05/30/2024	Regular	0.00	200.00	97841
INV0012320	Invoice	05/28/2024	05.28.2024 - ART TALK TUESDAY 06/11	0.00	200.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	05.28.2024 - ART TALK TUESDAY	200.00		
03430	COMPUMERIC ENGINEERING INC	05/30/2024	Regular	0.00	3,223.64	97842
13411	Invoice	05/08/2024	05.08.2024 - GARBAGE/RECYCLING CANS	0.00	3,223.64	
	01.42.62906	SUPPLIES-OTHER	05.08.2024 - GARBAGE/RECYCLI	3,223.64		
02403	Dan Chan Presents LLC	05/30/2024	Regular	0.00	500.00	97843
INV0012290	Invoice	05/14/2024	05.14.2024 - SUMMER READING PROGRA	0.00	500.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	05.14.2024 - SUMMER READING	500.00		
02688	David Asheba Wilson	05/30/2024	Regular	0.00	500.00	97844
INV0012289	Invoice	05/14/2024	05.14.2024 - SUMMER READING PROGRA	0.00	500.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	05.14.2024 - SUMMER READING	500.00		
01320	DC Electric Group Inc	05/30/2024	Regular	0.00	34,526.42	97845
473924	Invoice	04/30/2024	04.30.2024 - M5007 - SL ROUTINE	0.00	668.17	
	01.42.61707	UTILITIES-SIGNALS	04.30.2024 - M5007 - SL ROUTI	668.17		
473963	Invoice	04/30/2024	04.30.2024 - M5008 SL RESPONSE	0.00	256.67	
	01.42.61708	UTILITIES-STREET LIGHTS	04.30.2024 - M5008 SL RESPON	256.67		
473996	Invoice	04/30/2024	04.30.2024 - M1007 TS ROUTINE	0.00	2,281.44	
	01.42.61707	UTILITIES-SIGNALS	04.30.2024 - M1007 TS ROUTIN	2,281.44		
473997	Invoice	04/30/2024	04.30.2024 - M1008 TS RESPONSE	0.00	1,870.14	
	01.42.61707	UTILITIES-SIGNALS	04.30.2024 - M1008 TS RESPON	1,870.14		
474017	Invoice	04/29/2024	04.29.2024 - FIRE STN 19 - EV CHARGING I	0.00	24,500.00	
	14.41.63100	CAPITAL OUTLAY - CONST	04.29.2024 - FIRE STN 19 - EV C	13,000.00		
	15.41.63100	CONSTRUCTION	04.29.2024 - FIRE STN 19 - EV C	11,500.00		
474050	Invoice	04/30/2024	04.30.2024 - VIDEO CAMERA - SFD & ROS	0.00	4,950.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	15.41.63123	CAPITAL OUTLAY - SIGNAL	04.30.2024 - VIDEO CAMERA - S		4,950.00	
02732	Diesel Direct West	05/30/2024	Regular	0.00	874.47	97846
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85852708	Invoice	05/23/2024	05.23.2024 - GASOLINE UNL - 153.8 GAL	0.00	874.47	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	05.23.2024 - GASOLINE UNL - 1		874.47	
03520	DM Brent & Associates, Inc.	05/30/2024	Regular	0.00	37,913.75	97847
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
TOSACP13	Invoice	03/31/2024	03.31.2024 - CONSTRUCTION MGMT - CR	0.00	702.50	
	71.81.61150	OUTSIDE SERVICES-OTHE	03.31.2024 - CONSTRUCTION M		702.50	
TOSACP14	Invoice	04/30/2024	04.30.2024 - CONSTRUCTION MGMT - CR	0.00	240.00	
	01.81.61150	OUTSIDE SERVICES-OTHE	04.30.2024 - CONSTRUCTION M		240.00	
TOSAFS03	Invoice	04/30/2024	04.30.2024 - CONSTRUCTION MGMT - SF	0.00	332.50	
	01.41.61150	OUTSIDE SERVICES-OTHE	04.30.2024 - CONSTRUCTION M		332.50	
TOSAFS2013	Invoice	03/31/2024	03.31.2024 - CONSTRUCTION MGMT - FIR	0.00	681.25	
	45.41.61150	OUTSIDE SERVICES-OTHE	03.31.2024 - CONSTRUCTION M		681.25	
TOSAFS2014	Invoice	04/30/2024	04.30.2024 - CONSTRUCTION MGMT - FIR	0.00	147.50	
	45.41.61150	OUTSIDE SERVICES-OTHE	04.30.2024 - CONSTRUCTION M		147.50	
TOSALIB10	Invoice	03/31/2024	03.31.2024 - CONSTRUCTION MGMT - LIB	0.00	3,622.50	
	45.41.61150	OUTSIDE SERVICES-OTHE	03.31.2024 - CONSTRUCTION M		3,622.50	
TOSALIB11	Invoice	04/30/2024	04.30.2024 - CONSTRUCTION MGMT - LIB	0.00	2,810.00	
	45.41.61150	OUTSIDE SERVICES-OTHE	04.30.2024 - CONSTRUCTION M		2,810.00	
TOSAMP10	Invoice	03/31/2024	03.31.2024 - CONSTRUCTION MGMT - ME	0.00	1,792.50	
	15.81.63100	CONSTRUCTION	03.31.2024 - CONSTRUCTION M		1,792.50	
TOSAMP11	Invoice	04/30/2024	04.30.2024 - CONSTRUCTION MGMT - ME	0.00	147.50	
	01.81.61150	OUTSIDE SERVICES-OTHE	04.30.2024 - CONSTRUCTION M		147.50	
TOSASF02	Invoice	03/31/2024	03.31.2024 - CONSTRUCTION MGMT - SF	0.00	2,602.50	
	15.81.61150	OUTSIDE SERVICES-OTHE	03.31.2024 - CONSTRUCTION M		2,602.50	
TOSATH13	Invoice	03/31/2024	03.31.2024 - CONSTRUCTION MGMT - TO	0.00	15,892.50	
	45.41.61150	OUTSIDE SERVICES-OTHE	03.31.2024 - CONSTRUCTION M		15,892.50	
TOSATH14	Invoice	04/30/2024	04.30.2024 - CONSTRUCTION MGMT - TO	0.00	8,942.50	
	45.41.61150	OUTSIDE SERVICES-OTHE	04.30.2024 - CONSTRUCTION M		8,942.50	
00712	Donna Simonsen	05/30/2024	Regular	0.00	206.25	97848
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
05282024-2	Invoice	05/28/2024	05.28.2024 - LEISURE WALKS IN MARIN -	0.00	120.00	
	21.62.61170	ADULT ART & CULTURE SE	05.28.2024 - LEISURE WALKS IN		120.00	
05282024-3	Invoice	05/28/2024	05.28.2024 - HIKING & YOGA IN MARIN -	0.00	86.25	
	21.62.61170	ADULT ART & CULTURE SE	05.28.2024 - HIKING & YOGA IN		86.25	
00266	Edwin P Gurka, Jr	05/30/2024	Regular	0.00	447.50	97849
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14-2024	Invoice	05/14/2024	05.14.2024 - SITE VISIT	0.00	292.50	
	01.42.61105	OUTSIDE SERVICES-TREES	05.14.2024 - SITE VISIT		292.50	
17-2024	Invoice	05/20/2024	05.20.2024 - SITE VISIT - 121 HUMBOLDT	0.00	155.00	
	01.42.61105	OUTSIDE SERVICES-TREES	05.20.2024 - SITE VISIT - 121 HU		155.00	
00087	Elite Tree Service	05/30/2024	Regular	0.00	16,778.60	97850

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-03-3	Invoice	03/11/2024	03.11.2024 - MEMORIAL FIELD - EUC STA	0.00	5,760.00	
	01.81.61105	OUTSIDE SERVICES-TREES	03.11.2024 - MEMORIAL FIELD -	5,760.00		
2024-05-11	Invoice	05/27/2024	05.27.2024 - FIRE CLEARANCE - POST OFFI	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	05.27.2024 - FIRE CLEARANCE -	2,880.00		
2024-05-12	Invoice	05/27/2024	05.27.2024 - FIRE CLEARANCE - FAUDE PA	0.00	3,858.60	
	35.41.61150	OUTSIDE SERVICES-OTHE	05.27.2024 - FIRE CLEARANCE -	3,858.60		
2024-05-13	Invoice	05/27/2024	05.27.2024 - CREEK BRIDGE/BUS STOP	0.00	4,280.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	05.27.2024 - CREEK BRIDGE/BU	4,280.00		
02777	Elizabeth Flanagan	05/30/2024	Regular	0.00	136.50	97851
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
05282024-6	Invoice	05/28/2024	05.28.2024 - PAINTING WORKSHOPS - MA	0.00	136.50	
	21.62.61170	ADULT ART & CULTURE SE	05.28.2024 - PAINTING WORKS	136.50		
00060	Elizabeth Touchette	05/30/2024	Regular	0.00	5,921.30	97852
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S24-BKS SCIENCE	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - BRKSD SC	0.00	1,274.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,274.00		
S24-HV SCIENCE	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - HV SCIEN	0.00	1,638.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,638.00		
S24-MANOR SCIE	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - MANOR	0.00	1,820.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,820.00		
S24-WT SCIENCE	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - WT SCIE	0.00	1,189.30	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,189.30		
03193	Enbridgement, Inc.	05/30/2024	Regular	0.00	39,910.50	97853
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S24 HV ENGINEE	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - HV ENGI	0.00	2,646.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	2,646.00		
S24-BKS AMAZIN	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - BRKSD A	0.00	3,528.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	3,528.00		
S24-BKS CODING	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - BRKSD C	0.00	1,764.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,764.00		
S24-BKS FASHION	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - BRKSD FA	0.00	2,205.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	2,205.00		
S24-BKS PIANO C	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - BRKSD PI	0.00	1,543.50	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,543.50		
S24-BKS VOLLEYB	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - BRKSD V	0.00	1,984.50	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,984.50		
S24-HV CODING	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - HV CODI	0.00	1,764.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,764.00		
S24-HV MASTER	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - HV MAST	0.00	4,536.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	4,536.00		
S24-HV PICKEBAL	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - HV PICKL	0.00	2,646.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	2,646.00		
S24-MANOR AM	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - MANOR	0.00	1,984.50	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,984.50		
S24-MANOR COD	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - MANOR	0.00	2,646.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	2,646.00		
S24-MANOR PICK	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - MANOR	0.00	2,425.50	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	21.63.61180 AFTER SCHOOL ENRICHM		05.28.2024 - ASE SPRING 2024 -		2,425.50	
S24-WADE THOM	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - WT CODI	0.00	2,425.50	
	21.63.61180 AFTER SCHOOL ENRICHM		05.28.2024 - ASE SPRING 2024 -		2,425.50	
S24-WADE THOM	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - WT ENGI	0.00	2,866.50	
	21.63.61180 AFTER SCHOOL ENRICHM		05.28.2024 - ASE SPRING 2024 -		2,866.50	
S24-WADE THOM	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - WT MAS	0.00	2,520.00	
	21.63.61180 AFTER SCHOOL ENRICHM		05.28.2024 - ASE SPRING 2024 -		2,520.00	
S24-WADE THOM	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - WT PIAN	0.00	2,425.50	
	21.63.61180 AFTER SCHOOL ENRICHM		05.28.2024 - ASE SPRING 2024 -		2,425.50	
	Void	05/30/2024	Regular	0.00	0.00	97854
02622	Epstein Holtzapple Christo LLP	05/30/2024	Regular	0.00	14,053.00	97855
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
7412	Invoice	05/18/2024	05.18.2024 - GENERAL LEGAL COUNSEL	0.00	12,898.00	
	01.16.61138	GENERAL COUNSEL LEGA	05.18.2024 - GENERAL LEGAL C	12,898.00		
7413	Invoice	05/13/2024	05.13.2024 - GENERAL LEGAL COUNSEL -	0.00	1,155.00	
	01.16.61138	GENERAL COUNSEL LEGA	05.13.2024 - GENERAL LEGAL C	1,155.00		
00092	Ewing Irrigation Products	05/30/2024	Regular	0.00	541.67	97856
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
22410364	Invoice	05/28/2024	05.28.2024 - PVC NIPPLES	0.00	537.03	
	01.81.62200	DEPARTMENTAL SUPPLIE	05.28.2024 - PVC NIPPLES	537.03		
22410440	Invoice	05/28/2024	05.28.2024 - BUCKETS	0.00	4.64	
	01.81.62200	DEPARTMENTAL SUPPLIE	05.28.2024 - BUCKETS	4.64		
00017	Fairfax Building Supply Co. Inc.	05/30/2024	Regular	0.00	934.98	97857
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
282100	Invoice	05/14/2024	05.14.2024 - WIRE/ROPE CLIPS/SPRINGS	0.00	69.88	
	01.42.62200	DEPARTMENTAL SUPPLIE	05.14.2024 - WIRE/ROPE CLIPS/	69.88		
282133	Invoice	05/15/2024	05.15.2024 - TREATED FIR/REDWOOD	0.00	500.72	
	01.81.62200	DEPARTMENTAL SUPPLIE	05.15.2024 - TREATED FIR/RED	500.72		
282358	Invoice	05/20/2024	05.20.2024 - SPLYFCT8X3/8X20SS LL	0.00	9.80	
	01.41.61506	BLDG. MAINT-OTHER	05.20.2024 - SPLYFCT8X3/8X20S	9.80		
282418	Invoice	05/21/2024	05.21.2024 - CONHEART GR ROU REDWO	0.00	146.78	
	01.32.61506	BLDG. MAINT-OTHER	05.21.2024 - CONHEART GR RO	146.78		
282419	Invoice	05/21/2024	05.21.2024 - PEAT MOSS/DOUG FIR 2X4X	0.00	52.82	
	01.42.61506	BLDG. MAINT-OTHER	05.21.2024 - PEAT MOSS/DOUG	52.82		
282496	Invoice	05/22/2024	05.22.2024 - CORNER BRACE/WOOD GLU	0.00	29.98	
	31.41.61506	BLDG. MAINT-OTHER	05.22.2024 - CORNER BRACE/W	29.98		
282529	Invoice	05/23/2024	05.23.2024 - AUTO BULB/SPRAY ADHESIV	0.00	51.83	
	41.41.62200	DEPARTMENTAL SUPPLIE	05.23.2024 - AUTO BULB/SPRAY	51.83		
282747	Invoice	05/28/2024	05.28.2024 - OUTLETS/WALL PLATES/SWI	0.00	73.17	
	31.41.61506	BLDG. MAINT-OTHER	05.28.2024 - OUTLETS/WALL PL	73.17		
03529	Frank E. Connell	05/30/2024	Regular	0.00	18,600.00	97858
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
10629	Invoice	05/29/2024	05.29.2024 - VISTA ROOM PLASTER/STUC	0.00	18,600.00	
	21.65.63100	CAPITAL OUTLAY - CONST	05.29.2024 - VISTA ROOM PLAS	18,600.00		
02278	Gardeners' Guild	05/30/2024	Regular	0.00	3,982.00	97859

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
116461	Invoice	04/01/2024	04.01.2024 - RED HILL MEDIAN - APRIL 20	0.00	2,178.00	
	01.42.61144	Medians	04.01.2024 - RED HILL MEDIAN -	2,178.00		
116942	Invoice	05/16/2024	05.16.2024 - RED HILL MEDIAN - DRIP TU	0.00	1,619.00	
	01.42.61144	Medians	05.16.2024 - RED HILL MEDIAN -	1,619.00		
116943	Invoice	05/16/2024	05.16.2024 - MAGNOLIA LOT - VALVE FLU	0.00	185.00	
	01.42.61144	Medians	05.16.2024 - MAGNOLIA LOT - V	185.00		
02906	GEICYLER HENRIQUE DA SILVA	05/30/2024	Regular	0.00	55,700.00	97860
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5139	Invoice	05/22/2024	05.22.2024 - 2024 CALUMET AVE	0.00	55,700.00	
	19.41.63109	UNPROGRAMMED RESUR	05.22.2024 - 2024 CALUMET AV	55,700.00		
00206	George Zahorsky	05/30/2024	Regular	0.00	9,243.50	97861
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012291	Invoice	05/24/2024	05.24.2024 - JUNIOR TENNIS	0.00	5,421.50	
	21.61.61166	TENNIS SERVICES	05.24.2024 - JUNIOR TENNIS	5,421.50		
INV0012292	Invoice	05/22/2024	05.22.2024 - ADULT TENNIS	0.00	3,822.00	
	21.61.61166	TENNIS SERVICES	05.22.2024 - ADULT TENNIS	3,822.00		
02606	Halleh Besharati	05/30/2024	Regular	0.00	4,258.80	97862
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S24-BROOKSIDE	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - BROOKSI	0.00	2,366.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	2,366.00		
S24-MANOR CLA	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - MANOR	0.00	1,892.80	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,892.80		
00020	Hannibal's Inc Electrical Construction	05/30/2024	Regular	0.00	438.75	97863
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25206	Invoice	05/20/2024	05.20.2024 - TH HVAC/MEMORIAL PARK B	0.00	438.75	
	01.41.61506	BLDG. MAINT-OTHER	05.20.2024 - TH HVAC/MEMORI	219.75		
	41.41.62200	DEPARTMENTAL SUPPLIE	05.20.2024 - TH HVAC/MEMORI	219.00		
03332	Heidi Scoble	05/30/2024	Regular	0.00	675.35	97864
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012268	Invoice	05/17/2024	05.17.2024 - REIMB - MARIN CO PLANNIN	0.00	675.35	
	01.18.61000	TRAINING	05.17.2024 - REIMB - MARIN CO	675.35		
03693	Independent Arts and Media	05/30/2024	Regular	0.00	400.00	97865
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
05152024SA	Invoice	05/15/2024	05.15.2024 - DRAG STORY HOUR 06/08	0.00	400.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	05.15.2024 - DRAG STORY HOU	400.00		
03635	Integra Landscape Architecture	05/30/2024	Regular	0.00	4,982.14	97866
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2310	Invoice	05/21/2024	05.21.2024 - PARKSIDE PLAYGROUND DES	0.00	4,982.14	
	21.65.63100	CAPITAL OUTLAY - CONST	05.21.2024 - PARKSIDE PLAYGR	4,982.14		
02785	JACKSON DOBRONYI	05/30/2024	Regular	0.00	181.96	97867

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012288	Invoice	05/21/2024	05.21.2024 - REIMB - FLIGHTS TO APA CO	0.00	181.96	
	01.81.61000	TRAINING	05.21.2024 - REIMB - FLIGHTS T	181.96		
00113	Juan Olsen Sanchez	05/30/2024	Regular	0.00	9,027.81	97868
SPRING24-5	Invoice	05/21/2024	05.21.2024 - SPRING 2024 GYMNASTICS -	0.00	9,027.81	
	21.61.61167	TUMBLING SERVICES	05.21.2024 - SPRING 2024 GYM	9,027.81		
03410	Language and Cultural Center, Inc	05/30/2024	Regular	0.00	4,565.40	97869
S24-BKS SPANISH	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - BRKSD SP	0.00	732.90	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	732.90		
S24-HV SPANISH	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - HV SPANI	0.00	1,092.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,092.00		
S24-MANOR SPA	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - MANOR	0.00	1,221.50	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	1,221.50		
S24-WT SPANISH	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - WT SPAN	0.00	868.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	868.00		
S24-WT SPANISH	Invoice	05/28/2024	05.28.2024 - ASE SPRING 2024 - WT SPAN	0.00	651.00	
	21.63.61180	AFTER SCHOOL ENRICHM	05.28.2024 - ASE SPRING 2024 -	651.00		
02500	MacLeod Watts Inc.	05/30/2024	Regular	0.00	5,950.00	97870
051724TOSA	Invoice	05/17/2024	05.17.2024 - ACTUARIAL VALUATION/GAS	0.00	5,950.00	
	01.12.61103	OUTSIDE SVCS - HUMAN	05.17.2024 - ACTUARIAL VALUA	5,950.00		
00738	Marin County Registrar of Voters	05/30/2024	Regular	0.00	1,260.80	97871
INV0012287	Invoice	05/21/2024	05.21.2024 - INIT. SIGNATURE CHECK - ME	0.00	1,260.80	
	01.11.61102	OUTSIDE SVCS-ELECTION	05.21.2024 - INIT. SIGNATURE C	1,260.80		
00029	Marin IT	05/30/2024	Regular	0.00	3,118.75	97872
2024-123427	Invoice	05/16/2024	05.16.2024 - AGREEMENT AUTOMATE &	0.00	2,502.50	
	42.21.61150	OUTSIDE SERVICES-OTHE	05.16.2024 - AGREEMENT AUTO	2,502.50		
2024-123443	Invoice	05/17/2024	05.17.2024 - TECHNICIAN LABOR	0.00	616.25	
	42.21.61150	OUTSIDE SERVICES-OTHE	05.17.2024 - TECHNICIAN LABO	616.25		
00142	Marin Municipal Water District	05/30/2024	Regular	0.00	7,897.80	97873
119-05142024	Invoice	05/14/2024	119 - MULTIPLE - 03.12.24-05.09.24	0.00	2,302.91	
	01.81.61703	UTILITIES-WATER	119 - MULTIPLE - 03.12.24-05.0	2,302.91		
120-05142024	Invoice	05/14/2024	120 - MULTIPLE - 03.12.24 - 05.09.24	0.00	1,060.92	
	01.81.61703	UTILITIES-WATER	120 - MULTIPLE - 03.12.24 - 05.0	1,060.92		
152-05142024	Invoice	05/14/2024	152 - SAN FRANCISCO BLVD - 03.12.24-05.	0.00	607.74	
	01.42.61703	UTILITIES-WATER	152 - SAN FRANCISCO BLVD - 03	607.74		
495-05142024	Invoice	05/14/2024	495 - MAGNOLIA AVE - 03.12.24-05.09.24	0.00	188.53	
	01.42.61703	UTILITIES-WATER	495 - MAGNOLIA AVE - 03.12.24	188.53		
622-05142024	Invoice	05/14/2024	622 - IMAGINATION PARK - 03.12.24-05.0	0.00	79.54	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	14.81.61150	OUTSIDE SERVICES-OTHE	622 - IMAGINATION PARK - 03.1		79.54	
623-05142024	Invoice	05/14/2024	623 - IMAGINATION PARK - 03.12.24-05.0	0.00	79.54	
	14.81.61150	OUTSIDE SERVICES-OTHE	623 - IMAGINATION PARK - 03.1		79.54	
624-05142024	Invoice	05/14/2024	624 - IMAGINATION PARK - 03.12.24-05.0	0.00	79.54	
	14.81.61150	OUTSIDE SERVICES-OTHE	624 - IMAGINATION PARK - 03.1		79.54	
665-05142024	Invoice	05/14/2024	665 - SAN FRANCISCO BLVD - 03.12.24-05.	0.00	172.89	
	01.42.61703	UTILITIES-WATER	665 - SAN FRANCISCO BLVD - 03		172.89	
752-05202024	Invoice	05/20/2024	752 - SUNNY HILLS - 03.12.24-05.09.24	0.00	1,501.44	
	01.81.61703	UTILITIES-WATER	752 - SUNNY HILLS - 03.12.24-0		1,501.44	
761-05142024	Invoice	05/14/2024	761 - RED HILL AVE & SEQUOIA - 03.12.24	0.00	179.12	
	01.81.61703	UTILITIES-WATER	761 - RED HILL AVE & SEQUOIA -		179.12	
808-05142024	Invoice	05/14/2024	808 - 525 SAN ANSELMO AVE - 03.12.24 -	0.00	823.68	
	41.41.61701	UTILITIES	808 - 525 SAN ANSELMO AVE - 0		823.68	
939-05142024	Invoice	05/14/2024	939 - 634 SAN ANSELMO AVE - 03.12.24-0	0.00	79.54	
	01.81.61703	UTILITIES-WATER	939 - 634 SAN ANSELMO AVE - 0		79.54	
943-05142024	Invoice	05/14/2024	943 - 237 CRESCENT RD - 03.12.24-05.09.	0.00	742.41	
	01.81.61703	UTILITIES-WATER	943 - 237 CRESCENT RD - 03.12.		371.20	
	32.81.61703	UTILITIES-WATER	943 - 237 CRESCENT RD - 03.12.		371.21	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01256	Miksis Services Inc	05/30/2024	Regular	0.00	6,775.00	97874
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
110732	Invoice	04/17/2024	04.17.2024 - BOX CULVERT INSPCTN - 20	0.00	6,775.00	
	19.41.63113	UNPROGRAMMED DRAIN	04.17.2024 - BOX CULVERT INSP		6,775.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01346	Nerviani Paving Inc	05/30/2024	Regular	0.00	23,595.00	97875
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
7395	Invoice	04/10/2024	04.10.2024 - LANDSALE STN - ASPHALT RE	0.00	4,875.00	
	19.41.63109	UNPROGRAMMED RESUR	04.10.2024 - LANDSALE STN - AS		4,875.00	
7416	Invoice	05/01/2024	05.01.2024 - ASPHALT REPAIRS - LANSDAL	0.00	4,550.00	
	19.41.63109	UNPROGRAMMED RESUR	05.01.2024 - ASPHALT REPAIRS -		4,550.00	
7417	Invoice	05/02/2024	05.02.2024 - ASPHALT REPAIRS - LAUREL R	0.00	10,920.00	
	19.41.63109	UNPROGRAMMED RESUR	05.02.2024 - ASPHALT REPAIRS -		10,920.00	
7422	Invoice	05/15/2024	05.15.2024 - BUTTERFIELD RD - ASPHALT	0.00	3,250.00	
	19.41.63109	UNPROGRAMMED RESUR	05.15.2024 - BUTTERFIELD RD -		3,250.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00118	North Bay Lighting & Electrical Supply	05/30/2024	Regular	0.00	26.22	97876
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
85632	Invoice	05/15/2024	05.15.2024 - F6T5/CW QTY 4	0.00	26.22	
	01.41.61506	BLDG. MAINT-OTHER	05.15.2024 - F6T5/CW QTY 4		26.22	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00160	OCLC	05/30/2024	Regular	0.00	308.71	97877
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1000180232	Invoice	04/02/2024	04.02.2024 - CATALOGING/METADATA SU	0.00	308.71	
	01.71.61150	OUTSIDE SERVICES-OTHE	04.02.2024 - CATALOGING/MET		308.71	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03211	ODP Business Solutions LLC	05/30/2024	Regular	0.00	141.70	97878
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
366934864001	Invoice	05/10/2024	05.10.2024 - ADMIN - PAPER/BOXES	0.00	85.01	
	01.12.62000	OFFICE SUPPLIES	05.10.2024 - ADMIN - PAPER/B		85.01	
368485645001	Invoice	05/20/2024	05.20.2024 - ADMIN - OFFICE SUPPLIES	0.00	56.69	
	01.12.62000	OFFICE SUPPLIES	05.20.2024 - ADMIN - OFFICE S		56.69	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00892	Office of the State Controller	05/30/2024	Regular	0.00	50.75	97879

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
FTB-00007059	Invoice	05/15/2024	05.15.2024 - 2023 FTB OFFSETS - FTB/AD	0.00	50.75
	01.12.61150	OUTSIDE SERVICES-OTHE	05.15.2024 - 2023 FTB OFFSETS	50.75	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00128	Pacific Gas & Electric	05/30/2024	Regular	0.00	22.07	97880

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
216-05132024	Invoice	05/13/2024	216 - IMAGINATION PARK - 04.08.24-05.0	0.00	22.07
	14.81.61150	OUTSIDE SERVICES-OTHE	216 - IMAGINATION PARK - 04.0	22.07	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00165	Pacific Telemanagement Services - PTS	05/30/2024	Regular	0.00	93.00	97881

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
2122013	Invoice	05/09/2024	05.09.2024 - TH PAYPHONE - JUNE 2024	0.00	93.00
	01.42.61705	UTILITIES-TELEPHONE	05.09.2024 - TH PAYPHONE - JU	93.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03397	Patrick O' Neill	05/30/2024	Regular	0.00	10,277.00	97882

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
105	Invoice	05/13/2024	05.13.2024 - DOOR INSTALLATION	0.00	10,277.00
	10.41.63117	CONSTRUCTION - BUILDI	05.13.2024 - DOOR INSTALLATIO	10,277.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00893	Perfect Timing Personnel Services, Inc.	05/30/2024	Regular	0.00	6,184.84	97883

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
53401	Invoice	05/20/2024	05.20.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,824.83
	01.41.60010	TEMPORARY HELP	05.20.2024 - ADMINISTRATIVE S	1,824.83	
53427	Invoice	05/28/2024	05.28.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,818.52
	01.41.60010	TEMPORARY HELP	05.28.2024 - ADMINISTRATIVE S	1,818.52	
53428	Invoice	05/28/2024	05.28.2024 - ADMINISTRATIVE SUPPORT -	0.00	2,541.49
	01.82.60010	TEMPORARY HELP	05.28.2024 - ADMINISTRATIVE S	2,033.19	
	21.65.60010	TEMPORARY HELP	05.28.2024 - ADMINISTRATIVE S	508.30	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00038	Rafael Lumber	05/30/2024	Regular	0.00	25.91	97884

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
48962	Invoice	04/29/2024	04.29.2024 - SQUARE DOWELS	0.00	25.91
	41.41.62200	DEPARTMENTAL SUPPLIE	04.29.2024 - SQUARE DOWELS	25.91	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01066	Roseann Dal Bello	05/30/2024	Regular	0.00	131.79	97885

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0012316	Invoice	04/14/2024	04.14.2024 - JOHN WALTER GARDEN REPL	0.00	131.79
	01.81.62200	DEPARTMENTAL SUPPLIE	04.14.2024 - JOHN WALTER GAR	131.79	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03346	Sage Energy Consulting - NV5 Inc.	05/30/2024	Regular	0.00	9,425.00	97886

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
000000386296	Invoice	05/03/2024	05.03.2024 - MUNICIPAL RESILIENCY CEN	0.00	9,425.00
	90.41.61100	OUTSIDE SERVICES	05.03.2024 - MUNICIPAL RESILIE	9,425.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03696	Sequoia Ecological Consulting, Inc.	05/30/2024	Regular	0.00	6,048.89	97887

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
2024200	Invoice	05/28/2024	05.28.2024 - SORICH PARK BOTANICAL SU	0.00	6,048.89
	35.41.61150	OUTSIDE SERVICES-OTHE	05.28.2024 - SORICH PARK BOTA	6,048.89	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01359	Siegfried Engineering Inc	05/30/2024	Regular	0.00	26,526.00	97888

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
47636	Invoice	05/08/2024	05.08.2024 - PAVEMENT REHAB 2024 PRO	0.00	26,526.00	
	15.41.63108	CAPITAL OUTLAY - DESIG	05.08.2024 - PAVEMENT REHAB	26,526.00		
03571	SIERRA PACIFIC TURF SUPPLY, INC	05/30/2024	Regular	0.00	3,274.07	97889
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
01008966	Invoice	05/20/2024	05.20.2024 - REPLENSISH/DDTETRA/SABR	0.00	3,274.07	
	01.81.62200	DEPARTMENTAL SUPPLIE	05.20.2024 - REPLENSISH/DDTE	3,274.07		
03691	Ssu Ting Yu	05/30/2024	Regular	0.00	400.00	97890
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
32	Invoice	05/14/2024	05.14.2024 - SUMMER READING PROGRA	0.00	400.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	05.14.2024 - SUMMER READING	400.00		
03212	Steven Teijeiro	05/30/2024	Regular	0.00	2,420.60	97891
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012315	Invoice	05/14/2024	05.14.2024 - BAMBINO BASEBALL	0.00	2,420.60	
	21.61.61160	BASEBALL EXPENSES	05.14.2024 - BAMBINO BASEBA	2,420.60		
03697	Subtronic Corporation	05/30/2024	Regular	0.00	6,141.75	97892
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
35328	Invoice	05/20/2024	05.20.2024 - UTILITY SURVEY - FIRE STN 2	0.00	1,904.00	
	45.41.61150	OUTSIDE SERVICES-OTHE	05.20.2024 - UTILITY SURVEY - F	1,904.00		
35347	Invoice	05/28/2024	05.28.2024 - EXTRA TIME - RESILIENCE HU	0.00	4,237.75	
	15.90.63100	CONSTRUCTION	05.28.2024 - EXTRA TIME - RESI	4,237.75		
03557	Tamalpais Environmental Consultants	05/30/2024	Regular	0.00	1,365.00	97893
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
936	Invoice	03/15/2024	03.15.2024 - MEMORIAL PK - GROUNDWA	0.00	1,365.00	
	15.41.63100	CONSTRUCTION	03.15.2024 - MEMORIAL PK - G	1,365.00		
03590	The Marin Dojo, Inc.	05/30/2024	Regular	0.00	90.00	97894
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
05282024-7	Invoice	05/28/2024	05.28.2024 - TAI CHI - MAY 2024	0.00	90.00	
	21.62.61170	ADULT ART & CULTURE SE	05.28.2024 - TAI CHI - MAY 2024	90.00		
03207	Toni DeFrancis	05/30/2024	Regular	0.00	240.00	97895
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2024-TC514	Invoice	05/19/2024	05.19.2024 - TRANSCRIPTION - TC 05/14	0.00	240.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	05.19.2024 - TRANSCRIPTION -	240.00		
02905	Wells Fargo Vendor Financial Services, LLC	05/30/2024	Regular	0.00	925.01	97896
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
5029794408	Invoice	05/10/2024	05.10.2024 - CANON COPIER LEASE	0.00	925.01	
	42.21.63003	COMPUTER HARDWARE/	05.10.2024 - CANON COPIER LE	925.01		
03454	Willdan Engineering	05/30/2024	Regular	0.00	9,956.25	97897
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
002-31649	Invoice	04/26/2024	04.26.2024 - BLDG/SAFETY PLAN CHECKS	0.00	4,016.25	
	01.41.61157	PLAN CHECKING	04.26.2024 - BLDG/SAFETY PLA	4,016.25		

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
002-31806	Invoice	05/24/2024	05.24.2024 - BLDG/SAFETY PLAN CHECKS	0.00	5,940.00	
	01.41.61157	PLAN CHECKING	05.24.2024 - BLDG/SAFETY PLA		5,940.00	
00391	Verizon Wireless	05/01/2024	Bank Draft	0.00	895.13	DFT05214
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
9961535000	Invoice	05/01/2024	05.01.2024 - CELLULAR - 03.13.24-04.12.2	0.00	895.13	
	01.12.61705	UTILITIES-TELEPHONE	05.01.2024 - CELLULAR - 03.13.		51.63	
	01.41.61705	UTILITIES-TELEPHONE	04.12.2024 - CELLULAR - 03.13.		489.91	
	01.42.61705	UTILITIES-TELEPHONE	04.12.2024 - CELLULAR - 03.13.		263.30	
	21.63.61179	PARKSIDE SERVICES	04.12.2024 - CELLULAR - 03.13.		38.01	
	21.63.61187	ROBSON AFTER SCHOOL	04.12.2024 - CELLULAR - 03.13.		52.28	
03554	Doc Bailey Construction Equipment Inc	05/01/2024	Bank Draft	0.00	4,882.50	DFT05237
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
41175	Invoice	04/29/2024	04.29.2024 - INSULATED BUCKET TRUCK	0.00	4,882.50	
	40.21.61906	LIABILITY INSURANCE CLA	04.29.2024 - INSULATED BUCKE		4,882.50	
00362	Town of San Anselmo	05/06/2024	Bank Draft	0.00	286,911.77	DFT05268
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012193	Invoice	05/06/2024	5-15-2024 TSA To Fund Payroll	0.00	286,911.77	
	01.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		203,132.45	
	01.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		3,603.71	
	01.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		-1,420.09	
	15.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		9,995.12	
	15.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		-40.00	
	19.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		14,500.75	
	21.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		44,073.36	
	21.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		-215.00	
	27.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		13,152.29	
	60.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll		129.18	
03344	CSG Forte Payments Inc.	05/10/2024	Bank Draft	0.00	413.64	DFT05269
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
0012094134	Invoice	04/30/2024	04.30.2024 - CREDIT CARD PROCESSING -	0.00	413.64	
	21.65.61177	CHG CARDS	04.30.2024 - CREDIT CARD PRO		413.64	
03344	CSG Forte Payments Inc.	05/10/2024	Bank Draft	0.00	1,801.47	DFT05270
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
0012094397	Invoice	04/30/2024	04.30.2024 - CREDIT CARD PROCESSING -	0.00	1,801.47	
	21.65.61177	CHG CARDS	04.30.2024 - CREDIT CARD PRO		1,801.47	
00072	Comcast	05/15/2024	Bank Draft	0.00	166.98	DFT05271
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
758-05152024	Invoice	05/15/2024	758 - TH INTERNET - 03.24.24-04.23.24	0.00	166.98	
	42.21.61150	OUTSIDE SERVICES-OTHE	758 - TH INTERNET - 03.24.24-0		166.98	
00402	US Bank	05/15/2024	Bank Draft	0.00	21,870.81	DFT05272
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012136	Invoice	05/10/2024	03.25.2024 - CLIFFORD - ZOOM	0.00	6,995.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	03.25.2024 - CLIFFORD - ZOOM		6,995.00	
INV0012137	Invoice	05/10/2024	03.27.2024 - CLIFFORD - T2	0.00	2.75	
	13.42.61114	OUTSIDE SRV: PARKING	03.27.2024 - CLIFFORD - T2		2.75	
INV0012138	Invoice	05/10/2024	03.29.2024 - CLIFFORD - MARIN IJ	0.00	14.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.12.61302 DUES		03.29.2024 - CLIFFORD - MARIN		14.00	
INV0012139	Invoice	05/10/2024	04.02.2024 - CLIFFORD - AMAZON	0.00	16.38	
	01.12.62200 DEPARTMENTAL SUPPLIE		04.02.2024 - CLIFFORD - AMAZ		16.38	
INV0012140	Invoice	05/10/2024	04.06.2024 - CLIFFORD - ADOBE	0.00	726.30	
	42.21.63003 COMPUTER HARDWARE/		04.06.2024 - CLIFFORD - ADOBE		726.30	
INV0012141	Invoice	05/10/2024	04.06.2024 - CLIFFORD - COMCAST	0.00	127.25	
	42.21.63003 COMPUTER HARDWARE/		04.06.2024 - CLIFFORD - COMC		127.25	
INV0012143	Invoice	05/10/2024	03.28.2024 - AVILA - MOONLIGHT DELI	0.00	143.01	
	01.11.62200 DEPARTMENTAL SUPPLIE		03.28.2024 - AVILA - MOONLIG		143.01	
INV0012144	Invoice	05/10/2024	04.09.2024 - AVILA - SAFEWAY	0.00	47.07	
	01.11.62200 DEPARTMENTAL SUPPLIE		04.09.2024 - AVILA - SAFEWAY		47.07	
INV0012145	Invoice	05/10/2024	03.27.2024 - SCOBLE - AMERICAN PLANNI	0.00	748.00	
	01.18.61302 DUES		03.27.2024 - SCOBLE - AMERICA		748.00	
INV0012146	Invoice	05/10/2024	03.28.2024 - SCOBLE - POSTAL SERVICES	0.00	22.84	
	01.18.62003 POSTAGE		03.28.2024 - SCOBLE - POSTAL S		22.84	
INV0012147	Invoice	05/10/2024	04.03.2024 - SCOBLE - AMERICAN PLANNI	0.00	101.00	
	01.18.61302 DUES		04.03.2024 - SCOBLE - AMERICA		101.00	
INV0012149	Invoice	05/10/2024	03.26.2024 - WARNER - SAFEWAY	0.00	26.05	
	01.11.62200 DEPARTMENTAL SUPPLIE		03.26.2024 - WARNER - SAFEWA		26.05	
INV0012150	Invoice	05/10/2024	04.17.2024 - WARNER - MARIN COLOR	0.00	61.67	
	01.42.62200 DEPARTMENTAL SUPPLIE		04.17.2024 - WARNER - MARIN		61.67	
INV0012154	Invoice	05/10/2024	04.15.2024 - KENTON - WAYFINDER BOOK	0.00	32.54	
	01.71.61132 OUTSIDE SVCS-PROGRAM		04.15.2024 - KENTON - WAYFIN		32.54	
INV0012155	Invoice	05/10/2024	04.19.2024 - KENTON - HYATT REGENCY	0.00	275.06	
	01.71.61000 TRAINING		04.19.2024 - KENTON - HYATT R		275.06	
INV0012156	Invoice	05/10/2024	04.20.2024 - WASKEY - ACE HARDWARE	0.00	140.80	
	01.71.61132 OUTSIDE SVCS-PROGRAM		04.20.2024 - WASKEY - ACE HAR		140.80	
INV0012157	Invoice	05/10/2024	03.22.2024 - LEYLAND - ANDRONICO'S	0.00	2.29	
	01.71.61132 OUTSIDE SVCS-PROGRAM		03.22.2024 - LEYLAND - ANDRO		2.29	
INV0012194	Invoice	05/10/2024	03.22.2024 - BORTIS - AMAZON	0.00	113.52	
	01.41.62000 OFFICE SUPPLIES		03.22.2024 - BORTIS - AMAZON		113.52	
INV0012195	Invoice	05/10/2024	03.24.2024 - BORTIS - AMAZON	0.00	31.99	
	01.41.62200 DEPARTMENTAL SUPPLIE		03.24.2024 - BORTIS - AMAZON		31.99	
INV0012196	Invoice	05/10/2024	03.24.2024 - BORTIS - AMAZON	0.00	50.22	
	01.41.62200 DEPARTMENTAL SUPPLIE		03.24.2024 - BORTIS - AMAZON		50.22	
INV0012197	Invoice	05/10/2024	03.26.2024 - BORTIS - CARD KNOX	0.00	0.01	
	01.41.62200 DEPARTMENTAL SUPPLIE		03.26.2024 - BORTIS - CARD KN		0.01	
INV0012198	Invoice	05/10/2024	04.01.2024 - BORTIS - AUTODESK /AMAZ	0.00	344.05	
	01.41.61000 TRAINING		04.01.2024 - BORTIS - AUTODES		505.00	
	01.41.61000 TRAINING		04.10.2024 - BORTIS - AUTODES		-160.95	
INV0012199	Invoice	05/10/2024	04.02.2024 - BORTIS - AUTODESK	0.00	505.00	
	01.41.61000 TRAINING		04.02.2024 - BORTIS - AUTODES		505.00	
INV0012200	Invoice	05/10/2024	04.02.2024 - BORTIS - AMAZON	0.00	43.75	
	01.41.62000 OFFICE SUPPLIES		04.02.2024 - BORTIS - AMAZON		43.75	
INV0012201	Invoice	05/10/2024	04.03.2024 - BORTIS - AMAZON	0.00	46.30	
	01.41.62000 OFFICE SUPPLIES		04.03.2024 - BORTIS - AMAZON		46.30	
INV0012202	Invoice	05/10/2024	04.04.2024 - BORTIS - 360TRAINING.COM	0.00	159.00	
	01.41.61000 TRAINING		04.04.2024 - BORTIS - 360TRAIN		159.00	
INV0012203	Invoice	05/10/2024	04.09.2024 - BORTIS - CARDKNOX	0.00	0.01	
	01.41.62200 DEPARTMENTAL SUPPLIE		04.09.2024 - BORTIS - CARDKNO		0.01	
INV0012204	Invoice	05/10/2024	04.18.2024 - BORTIS - AMAZON	0.00	40.56	
	01.41.62000 OFFICE SUPPLIES		04.18.2024 - BORTIS - AMAZON		40.56	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0012205	Invoice	05/10/2024	03.21.2024 - JONES - HOME DEPOT	0.00	777.82	
21.65.63100	CAPITAL OUTLAY - CONST		03.21.2024 - JONES - HOME DEP		777.82	
INV0012206	Invoice	05/10/2024	03.26.2024 - JONES - AMAZON	0.00	51.01	
21.63.62979	PARKSIDE SUPPLIES		03.26.2024 - JONES - AMAZON		51.01	
INV0012207	Invoice	05/10/2024	03.27.2024 - JONES - AMAZON	0.00	38.56	
21.63.62979	PARKSIDE SUPPLIES		03.27.2024 - JONES - AMAZON		38.56	
INV0012208	Invoice	05/10/2024	03.27.2024 - JONES - AMAZON	0.00	14.99	
21.63.62979	PARKSIDE SUPPLIES		03.27.2024 - JONES - AMAZON		14.99	
INV0012209	Invoice	05/10/2024	04.04.2024 - JONES - AMAZON	0.00	34.94	
21.63.62979	PARKSIDE SUPPLIES		04.04.2024 - JONES - AMAZON		34.94	
INV0012210	Invoice	05/10/2024	04.07.2024 - JONES - AMAZON	0.00	30.98	
21.63.62979	PARKSIDE SUPPLIES		04.07.2024 - JONES - AMAZON		30.98	
INV0012211	Invoice	05/10/2024	04.17.2024 - JONES - AMAZON	0.00	42.24	
21.63.62979	PARKSIDE SUPPLIES		04.17.2024 - JONES - AMAZON		42.24	
INV0012212	Invoice	05/10/2024	03.24.2024 - MIHAN - AMAZON	0.00	166.95	
21.61.62965	SOFTBALL SUPPLIES		03.24.2024 - MIHAN - AMAZON		166.95	
INV0012213	Invoice	05/10/2024	04.09.2024 - MIHAN - RED HILL CLEANERS	0.00	61.80	
21.61.62961	BASKETBALL SUPPLIES		04.09.2024 - MIHAN - RED HILL		61.80	
INV0012214	Invoice	05/10/2024	04.18.2024 - MIHAN - SPLIT ROCK VELO	0.00	63.26	
21.61.62964	SOCCER SUPPLIES		04.18.2024 - MIHAN - SPLIT ROC		63.26	
INV0012215	Invoice	05/10/2024	03.27.2024 - O'GRADY - PICKLEBALL CENT	0.00	106.99	
15.81.63100	CONSTRUCTION		03.27.2024 - O'GRADY - PICKLEB		106.99	
INV0012216	Invoice	05/10/2024	03.26.2024 - O'GRADY - STAPLES	0.00	35.17	
21.65.61506	BLDG. MAINT-OTHER		03.26.2024 - O'GRADY - STAPLES		35.17	
INV0012217	Invoice	05/10/2024	03.28.2024 - O'GRADY - AMAZON	0.00	209.20	
21.63.62987	ROBSON AFTER SCHOOL		03.28.2024 - O'GRADY - AMAZO		209.20	
INV0012218	Invoice	05/10/2024	03.30.2024 - O'GRADY - COMCAST	0.00	97.03	
21.63.61187	ROBSON AFTER SCHOOL		03.30.2024 - O'GRADY - COMCA		97.03	
INV0012219	Invoice	05/10/2024	04.05.2024 - O'GRADY - AMAZON	0.00	31.45	
21.63.62987	ROBSON AFTER SCHOOL		04.05.2024 - O'GRADY - AMAZO		31.45	
INV0012220	Invoice	05/10/2024	04.09.2024 - O'GRADY - IKEA	0.00	519.56	
21.65.63100	CAPITAL OUTLAY - CONST		04.09.2024 - O'GRADY - IKEA		519.56	
INV0012221	Invoice	05/10/2024	04.10.2024 - O'GRADY - WAYFAIR	0.00	1,037.88	
21.65.63100	CAPITAL OUTLAY - CONST		04.10.2024 - O'GRADY - WAYFAI		1,037.88	
INV0012222	Invoice	05/10/2024	04.10.2024 - O'GRADY - AMAZON	0.00	786.50	
21.65.63100	CAPITAL OUTLAY - CONST		04.10.2024 - O'GRADY - AMAZO		786.50	
INV0012223	Invoice	05/10/2024	04.10.2024 - O'GRADY - AMAZON	0.00	257.46	
21.63.62984	CAMP KIDMARIN MIGHT		04.10.2024 - O'GRADY - AMAZO		257.46	
INV0012224	Invoice	05/10/2024	04.10.2024 - O'GRADY - AMAZON	0.00	37.84	
21.63.62984	CAMP KIDMARIN MIGHT		04.10.2024 - O'GRADY - AMAZO		37.84	
INV0012225	Invoice	05/10/2024	04.10.2024 - O'GRADY - AMAZON	0.00	64.84	
21.63.62984	CAMP KIDMARIN MIGHT		04.10.2024 - O'GRADY - AMAZO		64.84	
INV0012226	Invoice	05/10/2024	04.11.2024 - O'GRADY - FUN EXPRESS	0.00	526.44	
21.63.62984	CAMP KIDMARIN MIGHT		04.11.2024 - O'GRADY - FUN EX		526.44	
INV0012227	Invoice	05/10/2024	04.15.2024 - O'GRADY - DISCOUNT SCHO	0.00	1,025.84	
21.63.62984	CAMP KIDMARIN MIGHT		04.15.2024 - O'GRADY - DISCOU		1,025.84	
INV0012228	Invoice	05/10/2024	04.21.2024 - O'GRADY - AMAZON	0.00	40.39	
21.64.61185	SPECIAL EVENT EXPENSE		04.21.2024 - O'GRADY - AMAZO		40.39	
INV0012229	Invoice	05/10/2024	03.27.2024 - MAUK - MARIN IJ	0.00	5.95	
21.65.61302	DUES		03.27.2024 - MAUK - MARIN IJ		5.95	
INV0012230	Invoice	05/10/2024	03.28.2024 - MAUK - OFFICE DEPOT	0.00	236.70	
21.65.62200	DEPARTMENTAL SUPPLIE		03.28.2024 - MAUK - OFFICE DE		236.70	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0012231	Invoice	05/10/2024	03.28.2024 - MAUK - OFFICE DEPOT	0.00	20.94	
21.65.62200		DEPARTMENTAL SUPPLIE	03.28.2024 - MAUK - OFFICE DE		20.94	
INV0012232	Invoice	05/10/2024	03.31.2024 - MAUK - AMAZON PRIME	0.00	16.38	
21.65.62200		DEPARTMENTAL SUPPLIE	03.31.2024 - MAUK - AMAZON		16.38	
INV0012233	Invoice	05/10/2024	04.01.2024 - MAUK - AMAZON	0.00	21.84	
21.65.62200		DEPARTMENTAL SUPPLIE	04.01.2024 - MAUK - AMAZON		21.84	
INV0012234	Invoice	05/10/2024	04.03.2024 - MAUK - OFFICE DEPOT	0.00	19.54	
21.65.62200		DEPARTMENTAL SUPPLIE	04.03.2024 - MAUK - OFFICE DE		19.54	
INV0012235	Invoice	05/10/2024	04.04.2024 - MAUK - AMAZON	0.00	92.82	
21.65.62200		DEPARTMENTAL SUPPLIE	04.04.2024 - MAUK - AMAZON		92.82	
INV0012236	Invoice	05/10/2024	04.09.2024 - MAUK - GOOD EARTH	0.00	46.54	
21.65.61000		TRAINING	04.09.2024 - MAUK - GOOD EAR		46.54	
INV0012237	Invoice	05/10/2024	04.11.2024 - MAUK - OFFICE DEPOT	0.00	74.28	
21.65.62200		DEPARTMENTAL SUPPLIE	04.11.2024 - MAUK - OFFICE DE		74.28	
INV0012240	Invoice	05/10/2024	03.26.2024 - DONERY - GODADDY.COM	0.00	23.17	
01.12.61150		OUTSIDE SERVICES-OTHE	03.26.2024 - DONERY - GODAD		23.17	
INV0012241	Invoice	05/10/2024	04.03.2024 - DONERY - EVENT BRITE	0.00	25.00	
01.11.61000		TRAINING	04.03.2024 - DONERY - EVENT B		25.00	
INV0012242	Invoice	05/10/2024	04.03.2024 - DONERY - CUCINA SA	0.00	86.27	
01.11.61150		OUTSIDE SERVICES-OTHE	04.03.2024 - DONERY - CUCINA		86.27	
INV0012243	Invoice	05/10/2024	04.16.2024 - DONERY - ADOBE INC	0.00	19.99	
01.12.61150		OUTSIDE SERVICES-OTHE	04.16.2024 - DONERY - ADOBE I		19.99	
INV0012244	Invoice	05/10/2024	04.17.2024 - DONERY - HILDA'S CAFE	0.00	70.01	
01.12.61150		OUTSIDE SERVICES-OTHE	04.17.2024 - DONERY - HILDA'S		70.01	
INV0012245	Invoice	05/10/2024	04.17.2024 - DONERY - MARIN IJ	0.00	18.00	
01.12.61150		OUTSIDE SERVICES-OTHE	04.17.2024 - DONERY - MARIN I		18.00	
INV0012248	Invoice	05/10/2024	04.02.2024 - CONDRY - INTL CODE COUN	0.00	250.00	
01.41.62200		DEPARTMENTAL SUPPLIE	04.02.2024 - CONDRY - INTL CO		250.00	
INV0012249	Invoice	05/10/2024	03.28.2024 - HEALY - AMAZON	0.00	442.40	
01.81.62200		DEPARTMENTAL SUPPLIE	03.28.2024 - HEALY - AMAZON		442.40	
INV0012250	Invoice	05/10/2024	04.02.2024 - HEALY - AMAZON	0.00	72.06	
01.41.61602		VEHICLE MAINTENANCE/	04.02.2024 - HEALY - AMAZON		72.06	
INV0012251	Invoice	05/10/2024	04.04.2024 - HEALY - AMAZON	0.00	348.12	
01.81.62200		DEPARTMENTAL SUPPLIE	04.04.2024 - HEALY - AMAZON		348.12	
INV0012252	Invoice	05/10/2024	04.10.2024 - HEALY - HANSEL FORD	0.00	488.00	
40.21.61906		LIABILITY INSURANCE CLA	04.10.2024 - HEALY - HANSEL F		488.00	
INV0012253	Invoice	05/10/2024	04.11.2024 - HEALY - AMAZON	0.00	218.40	
01.81.62200		DEPARTMENTAL SUPPLIE	04.11.2024 - HEALY - AMAZON		218.40	
INV0012254	Invoice	05/10/2024	04.11.2024 - HEALY - AMAZON	0.00	1,012.14	
41.41.62200		DEPARTMENTAL SUPPLIE	04.11.2024 - HEALY - AMAZON		1,012.14	
INV0012255	Invoice	05/10/2024	04.11.2024 - HEALY - AMAZON	0.00	278.61	
01.81.62200		DEPARTMENTAL SUPPLIE	04.11.2024 - HEALY - AMAZON		278.61	
INV0012256	Invoice	05/10/2024	04.18.2024 - HEALY - AMAZON	0.00	510.90	
41.41.62200		DEPARTMENTAL SUPPLIE	04.18.2024 - HEALY - AMAZON		510.90	
INV0012257	Invoice	05/10/2024	03.26.2024 - SHAW - AMAZON	0.00	152.92	
01.81.62200		DEPARTMENTAL SUPPLIE	03.26.2024 - SHAW - AMAZON		152.92	
INV0012258	Invoice	05/10/2024	03.28.2024 - SHAW - AMAZON	0.00	37.17	
01.42.62200		DEPARTMENTAL SUPPLIE	03.28.2024 - SHAW - AMAZON		37.17	
INV0012259	Invoice	05/10/2024	04.03.2024 - SHAW - AMAZON	0.00	127.71	
14.81.61150		OUTSIDE SERVICES-OTHE	04.03.2024 - SHAW - AMAZON		127.71	
INV0012260	Invoice	05/10/2024	04.09.2024 - SHAW - AMAZON	0.00	91.56	
01.42.62200		DEPARTMENTAL SUPPLIE	04.09.2024 - SHAW - AMAZON		91.56	

Check Report **Date Range: 05/01/2024 - 05/31/2024**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0012261	Invoice	05/10/2024	04.09.2024 - SHAW - AMAZON	0.00	81.90	
01.42.62200	DEPARTMENTAL SUPPLIE		04.09.2024 - SHAW - AMAZON	81.90		
INV0012262	Invoice	05/10/2024	04.17.2024 - SHAW - AMAZON	0.00	62.24	
01.42.62200	DEPARTMENTAL SUPPLIE		04.17.2024 - SHAW - AMAZON	62.24		
INV0012264	Invoice	05/10/2024	04.15.2024 - MAUK - OFFICE DEPOT	0.00	43.69	
21.65.62200	DEPARTMENTAL SUPPLIE		04.15.2024 - MAUK - OFFICE DE	43.69		
00072	Comcast	05/05/2024	Bank Draft	0.00	140.02	DFT05273
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
426-05052024	Invoice	05/05/2024	426 - CREEK CAMERA	0.00	140.02	
42.21.61150	OUTSIDE SERVICES-OTHE		426 - CREEK CAMERA	140.02		
00072	Comcast	05/12/2024	Bank Draft	0.00	258.98	DFT05274
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
583-05122024	Invoice	05/12/2024	583 - CORPYARD INTERNET - 03.21.24-04.	0.00	258.98	
42.21.61150	OUTSIDE SERVICES-OTHE		583 - CORPYARD INTERNET - 03.	258.98		
00089	Employment Development Department	05/10/2024	Bank Draft	0.00	178.96	DFT05275
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
L1698807120	Invoice	04/30/2024	04.30.2024 - EMPLOYMENT TAX	0.00	178.96	
40.21.61908	STATE UNEMPLOYMENT I		04.30.2024 - EMPLOYMENT TAX	178.96		
00128	Pacific Gas & Electric	05/14/2024	Bank Draft	0.00	668.65	DFT05276
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
355-05142024	Invoice	05/14/2024	355 - CORPYARD - 04.05.24-05.04.24	0.00	668.65	
41.41.61701	UTILITIES		355 - CORPYARD - 04.05.24-05.0	668.65		
00128	Pacific Gas & Electric	05/13/2024	Bank Draft	0.00	85.45	DFT05277
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
717-05132024	Invoice	05/13/2024	717 - CORPYARD NATURAL GAS - 04.04.24	0.00	85.45	
41.41.61701	UTILITIES		717 - CORPYARD NATURAL GAS	85.45		
00128	Pacific Gas & Electric	05/17/2024	Bank Draft	0.00	2,362.21	DFT05278
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
146-05172024	Invoice	05/17/2024	146 - EV CHARGING - 04.06.24-05.05.24	0.00	2,362.21	
13.42.61114	OUTSIDE SRV: PARKING		146 - EV CHARGING - 04.06.24-0	2,362.21		
00362	Town of San Anselmo	05/21/2024	Bank Draft	0.00	218,084.16	DFT05296
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
Account Number	**Account Name**		**Item Description**	**Distribution Amount**		
INV0012286	Invoice	05/21/2024	5-31-2024 TSA To Fund Payroll	0.00	218,084.16	
01.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	161,964.28		
01.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	3,603.71		
01.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	-1,420.09		
15.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	7,912.62		
15.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	-40.00		
19.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	5,049.72		
21.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	32,590.44		
21.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	-215.00		
27.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	8,606.18		
60.00.20299	PAYROLL PAYABLE		5-31-2024 TSA To Fund Payroll	32.30		
01102	Central Marin Police Authority	05/02/2024	Bank Draft	0.00	433,699.42	DFT05297

Check Report **Date Range: 05/01/2024 - 05/31/2024**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012312	Invoice	05/02/2024	05.02.2024 - CMPA MEMBER CONTRIBUTI	0.00	433,699.42	
	01.30.61199	POLICE SERVICES CONTR	05.02.2024 - CMPA MEMBER C	433,699.42		
00181	Ross Valley Fire Department	05/20/2024	Bank Draft	0.00	419,893.50	DFT05299
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012314	Invoice	05/20/2024	05.20.2024 - RVFD FEES COLLECTED - MA	0.00	419,893.50	
	01.32.61139	RVFS CONTRACT	05.20.2024 - RVFD FEES COLLEC	419,893.50		
00362	Town of San Anselmo	05/06/2024	Bank Draft	0.00	3,000.00	DFT05305
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0012326	Invoice	05/06/2024	5-15-2024 TSA To Fund Payroll - correctio	0.00	3,000.00	
	01.00.20299	PAYROLL PAYABLE	5-15-2024 TSA To Fund Payroll -	3,000.00		

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	417	193	0.00	1,094,952.73
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	99	17	0.00	1,395,313.65
EFT's	0	0	0.00	0.00
	516	**212**	**0.00**	**2,490,266.38**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	417	193	0.00	1,094,952.73
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	99	17	0.00	1,395,313.65
EFT's	0	0	0.00	0.00
	516	**212**	**0.00**	**2,490,266.38**

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH - OPERATING	5/2024	2,490,266.38
			2,490,266.38

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.4

MEETING DATE: June 11, 2024

AGENDA TITLE: Leasing of Artist Studios at Isabel Cook Center (ICC)

FROM: Dannielle Mauk, Director of Community Services

RECOMMENDATION: That the Town Council authorize the Town Manager to execute a lease agreement with ARYIIS for lease of the artist studios at the Isabel Cook Center (ICC).

BACKGROUND

In 1979, with the use of HUD grants, San Anselmo took over and renovated the Isabel Cook school buildings. The 9,226 square foot "gym" building has been and continues to be used for recreation programming and is home to the 47-year-old Parkside Preschool program. The "school building" is home to the Recreation Administrative office, the recreational space on the lower level, and artist studios on the main floor and on the lower level. ARYIIS, a non-profit arts foundation, rents thirteen artist studios on the main floor and one on the lower level.

In 2010, Spectrum, a local non-profit organization, vacated their offices on the main floor. After an attempt to find a new organization to rent the offices, the Council approved the renovation of the space into new artist studios. These studios were filled, making the entire main floor artist studios aside from the Recreation offices.

DISCUSSION/ANALYSIS

The leased premises, which totals 7,344 square feet, consist of Room 6, 8, 10, 11, 11A, 13, 13A, 15, 17, 18/20, 19, 21 and 22. The term of this Lease shall commence on July 1, 2024, and will run through June 30, 2028.

The monthly rental rate, which will commence on July 1, 2024, is $9,711 per month. which is based on a charge of $1.32 per square foot and amounts to a 3% increase over the previous rent. The annual rental rate increase beginning July 1, 2024, will be 3% for each of the following years of the five-year lease.

The rent from the artist studios is deposited into the ICCC fund to maintain the building. Unfortunately, the ICC school building, which is 92 years old, requires a large amount of ongoing maintenance. Currently, several of the building's boilers, which are used to heat both buildings, need to be replaced. In addition, the roof of the school building is in desperate need of repair.

FISCAL IMPACT

The rental revenue for each year is as follows:

Year	Monthly	Yearly	Square Footage
2024-25:	$9,711	$116,532	$1.32 per square foot
2025-26:	$10,002	$120,024	$1.36 per square foot
2026-27:	$10,302	$123,624	$1.40 per square foot
2027-28:	$10,611	$127,332	$1.44 per square foot
2028-29:	$10,929	$131,148	$1.49 per square foot

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

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

ATTACHMENT

Attachment 1 – ARYIIS Lease Agreement

L E A S E

ISABEL COOK COMMUNITY CENTER

THIS LEASE is entered into this 1st day of July, 2024 by and between:

THE TOWN OF SAN ANSELMO, a municipal corporation ("Lessor"), and

ARYIIS, a non-profit corporation ("Lessee").

In consideration of the rental and the covenants and agreements hereinafter set forth to be kept and performed by Lessee, Lessor hereby leases to Lessee, the premises hereinafter described for the term, at the rent, and upon all of the terms, covenants and conditions hereinafter set forth.

1. PREMISES

The leased premises consist of Rooms 6, 8, 10, 11, 11A, 13, 13A, 15, 17, 18/20, 19, 21, 22, in the Isabel Cook Community Center, 1000 Sir Francis Drake Boulevard, San Anselmo, as shown on Exhibit A, which is incorporated herein by reference ("Premises").

2. TERM

The term of this Lease shall commence on July 1, 2024 and shall run through June 30, 2028.

3. RENT

Base Rent. The base rent, commencing on July 1, 2024, shall be $9,711 per month for the total leased Premises. Rent shall be paid on the first day of each month. All rents shall be paid to the Lessor at the following address: 1000 Sir Francis Drake, Suite #14, San Anselmo, CA 94960, or at such other place(s) as may be designated by the Lessor from time to time. In the event rent is not received by Lessor within ten (10) days after due date, Lessee agrees to pay a late charge of $50.00 plust interest at 10% per year on the delinquent amount. Lessee further agrees to pay $25.00 for each dishonored bank check. The late charge period is not a grace period and Lessor is entitled to make a written demand for any rent if not paid when due.

Automatic Annual Rent Increase. Commencing on July 1, 2024, the rental rate shall increase by 3% each year for the term of the lease. Lessee hereby acknowledges and agrees that it is the responsibility of Lessee to increase the rental payment by 3% above the previous year on July 1 of each year.

4. EARLY TERMINATION

a. This Lease may be terminated by either Lessor or Lessee for any reason upon one hundred eighty (180) days' written notice to the other party.

b. **Default.** In the event of any breach of this Lease by Lessee, Lessor may, at its option, immediately terminate the Lease and recover from Lessee any amount necessary to compensate Lessor for all the detriment proximately caused by the Lessee's failure to perform his or her obligations under the Lease or which in the ordinary course of things would be likely to result therefrom. This provision does not limit any other rights or remedies which Lessor may have upon default by Lessee.

c. **Vacancy.** If any of the studios within the leased Premises become vacant, Lessee shall immediately notify Lessor. In its sole discretion, Lessor may inspect the vacant space and may remove the vacant studio(s) from the Premises of this Lease for use of Town of San Anselmo recreation programs, or other Town use. If the Town chooses to remove one or more of the studios from the Presmises of this Lease, the base rent in paragraph 3 will be reduced accordingly. In addition, if the vacancy rate of units within the leased Premises exceeds 25%, the Lessor and Lessee may, but are not required to, renegotiate this Lease.

5. PERMITTED USES

a. The leased premises shall be used by lessee solely for the purposes specified in Lessee's corporate charter. Lessee shall not sublease any or all of the leased premises for purposes other than those contemplated by Lessee's corporate charter without prior written approval of Lessor. Noncompliance with these provisions shall constitute grounds for early termination of the Lease as set forth in paragraph 4.b above. In addition, any use of the leased premises that generates any of the following must be approved in advance, in writing, by Lessor:

i. The installation of a telephone line or sign designating a program other than the name of Lessee as stated in its corporate charter. An allowable alternative for signage purposes is the use of the name "San Anselmo Artists Studios."

iii. Any use of the leased premises or common area by more than 100 people at one time.

c. Lessee shall provide adult supervision over the conduct of all activities at the leased premises and shall control said activities to minimize disturbance to other tenants.

d. Lessee shall, from time to time when requested by Lessor, submit written reports describing its activities on the leased premises, the number of persons served, and their income levels.

e. Any classes or activities on the leased Premises must be art classes and there must be a letter of support from Lessee confirming in writing that Lessee's insurance covers any and all claims arising from the classes.

6. LESSEE'S RESPONSIBILITIES

a. Lessee shall bear the cost of all interior custodial service, including supplies, required on the leased Premises, excluding common areas (bathrooms and hallway).

b. Lessee shall, at its sole cost and expense, keep and maintain the leased Premises, and every part thereof, in good and sanitary order, condition, and repair, including all necessary replacement. Lessee shall repair the leased Premises, including without limiting the generality of the foregoing, all interior partitions and walls, fixtures and shelving, and special mechanical and electrical equipment which equipment is not a normal part of the leased Premises installed by or for the Lessee, reasonable wear and tear excepted. Lessor may enter and review the state of repair and Lessee will repair in a good and workmanlike manner according to notice in writing. Lessee waives all rights it may have under law to make repairs at Lessor's expense. Lessee shall accept the leased Premises in "as is" condition as of the date of execution of this Lease by Lessee, and Lessee acknowledges that the leased Premises in such condition are in good sanitary order, condition and repair.

c. Modification to the Premises such as the installation of window coverings or the mounting of signs shall not occur without prior written approval of Lessor. Any modification to the Premises done without written approval of Lessor that results in permanent marks or damage shall constitute grounds for early termination of the Lease as set forth in paragraph 4.b above. The full cost of repair for such damage shall be the responsibility of Lessee. Upon the termination of this Lease, Lessee shall return the leased Premises to Lessor in the same condition existing at the time of the commencement of the Lease, approved modifications and normal wear and tear excepted.

d. Any remodeling, painting, new construction, or reconstruction of the Premises shall be done at the sole expense of Lessee and only after plans and specifications therefore have been approved in writing by Lessor and necessary permits secured by Lessee. Such improvements that Lessor desires to retain shall become the property of the Lessor.

e. It shall be the right, but not the duty, of the Lessor, with reasonable notice or, in case of emergency as determined by the Lessor, without notice, to enter and to inspect the leased Premises, and to require Lessee to correct any condition that poses a risk to persons or property.

f. Lessee shall immediately notify Lessor of any change affecting Lessee's status as a non-profit organization.

g. Any storage, use or disposal of hazardous materials, including flammables or chemicals, shall meet the requirements of the Ross Valley Fire Department and be in compliance with all environemtnal laws. No explosives or firearms shall be allowed anywhere on the leased Premises or in the common area without the written consent of Lessor.

7. LESSOR'S RESPONSIBILITIES

Lessor shall bear the cost of Lessee's usage of water and garbage collection services. Lessor shall bear the responsibility and cost of exterior and common area custodial service, and maintenance and repair of the premises.

8. COOPERATION

It is understood and recognized by Lessee, that the property is also being used by Lessor and other lessees, and that it will be necessary to cooperate with said users on such matters as use of the parking areas and use of the facility in times of natural disaster or other state of emergency.

9. INSURANCE REQUIREMENTS

Lessee shall procure and maintain, for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with Lessee's operation and use of the leased premises. The cost of such insurance shall be borne by Lessee.

a. Minimum Scope of Insurance

Coverage shall be at least as broad as:

(1) Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001)

b. Minimum Limits of Insurance

Lessee shall maintain limits no less than:

(1) General Liability: $2,000,000 per occurrence for bodily injury, personal injury and property damage.

c. Deductible and Self-Insured Retention

Any deductibles or self-insured retentions must be declared to and approved by Lessor. At the option of Lessor, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects Lessor, its Town Council members, staff, officials and employees; or Lessee shall procure a bond satisfactory to Lessor, guaranteeing payment of losses and related investigations, claim administration and defense expenses.

d. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

General Liability:

Lessor, its officers, officials, employees and volunteers are to be covered as insureds as respects: liability arising out of Premises owned, occupied or used by Lessee. The coverage shall contain no special limitations on the scope of protection afforded to Lessor, its officers, officials, employees or volunteers. Lessee's insurance coverage shall be primary insurance as respects Lessor.

e. Acceptability of Insurers

Insurance is to be placed with insurers with a Bests' rating of no less than A:VII.

f. Additional Insured Endorsement and Verification of Coverage:

Lessor shall be named by endorsement as an additional insured under Lessee's general liability coverage. The additional insured endorsement must be on ISO Form CG 20 11 11 85 or an equivalent acceptable to Lessor. Before this Lease becomes effective, Lessee will deliver to Lessor, the endorsement referred to in this section, as well as a certified copy of Lessee's liability policy or policies and an original certificate of insurance, executed by an authorized agent of the insurer or insurers. The certificate will provide for no less than thirty (30) days' advance written notice to Lessor from the insurer or insurers, of any cancellation, nonrenewal or material change in coverage or available limits of liability and shall confirm compliance with the liability insurance requirements of this Lease.

10. INDEMNIFICATION: HOLD HARMLESS

Lessee shall indemnify, defend, and hold harmless the Lessor, and its officers, employees, and agents ("Town indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the Lesee's use of the leased Premises, including the Town's active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of the Town. In the event the Town indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Lessee's performance of this agreement, the Lessee shall provide a defense to the Town indemnitees, or at the Town's option, reimburse the Town indemnitees their costs of defense, including reasonable legal counsels' fees, incurred in defense of such claims.

11. MISCELLANEOUS

a. Assignment

The rights granted to Lessee under this Lease shall not be assigned without written consent of Lessor, nor shall Lessee sublease any portion of the leased Premises without written consent of Lessor.

b. Dispute

In the event of a disagreement, default or litigation, with respect to any term or condition of this Lease by Lessor or Lessee, or termination of this Lease, the parties agree that the rights, remedies, responsibilities and procedures with respect to the same, shall be governed by the laws of the State of California then in effect, governing the relationships of landlord and tenant.

c. Entire Agreement

This instrument constitutes the entire agreement between Lessor and Lessee, relative to the leased premises, and may be altered, amended or revoked only by an instrument in writing, signed by both Lessor and Lessee.

d. Severability

If any term or provision of this Lease shall, to any extent, be determined by a court of competent jurisdiction, to be invalid or unenforceable, the remainder of this Lease shall be valid and enforceable to the fullest extent permitted by law.

e. Attorneys' Fees

If Lessee or Lessor shall bring any action for relief against the other, declaratory or otherwise, arising out of this lease, the losing party shall pay to the prevailing party, attorneys' fees and statutory and non-statutory costs of suit.

f. Time

Time is of the essence of this Lease and each and every provision hereof.

g. Notices

All notices or demands of any kind required or desired to be given by Lessor or Lessee hereunder shall be in writing and shall be deemed delivered seven (7) days after depositing the notices or demands in the United States mail, certified, postage prepaid, addressed to Lessor or Lessee respectively at the addresses set forth after their signatures at the end of this lease.

h. Possessory Interest

Both parties recognize and understand that this Lease may create a possessory interest subject to property taxation.

i. This Lease shall be binding on the successors in interest of both parties.

j. Lessee will comply with all statutes, ordinances, and requiremetns of all Town, state and federal authorities now in force, or which may later be in force, regarding the use fo the Premises.

IN WITNESS WHEREOF, the parties hereto have executed this lease on the day and year first hereinabove written.

TOWN OF SAN ANSELMO, Lessor
525 San Anselmo Avenue
San Anselmo, CA 94960

ATTEST:

BY _____

ITS Town Manager

_____
Town Clerk

ARYIIS, Lessee
1000 Sir Francis Drake Boulevard
Studio 13A
San Anselmo, CA 94960

BY _____

ITS _____

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.5

MEETING DATE: June 11, 2024

AGENDA TITLE: Adopt a Resolution to Establish a Policy Requiring Construction Bonds for Private Development Projects to Ensure Completion. The Policy is exempt from review under the California Environmental Quality Act (CEQA) because it is not a "project" under CEQA Guidelines section 15378

FROM: Heidi Scoble, Planning Director

RECOMMENDATION: Adopt a Resolution to establish a policy requiring Construction Bonds for private development projects to ensure completion.

SUMMARY

The purpose of this report is to recommend the adoption of an administrative policy requiring Construction Bonds for private development projects within the Town of San Anselmo. This policy aims to ensure the completion of such projects, thereby protecting the interests of the community, property owners, contractors, and the Town itself.

BACKGROUND/DISCUSSION

Construction bonds, specifically performance and payment bonds, serve as financial guarantees that contractors will fulfill their obligations regarding project completion and payment to subcontractors and suppliers. These bonds are a common practice in public projects and are increasingly recognized as beneficial for private developments.

The reasons for implementing a Construction Bond Policy are as follows:

1. Financial Protection: Construction bonds provide a safety net that protects the Town, and its residents should a developer fail to complete a project. This is particularly important for large-scale developments where the financial risk is significant. More specifically, performance bonds ensure that a project will be completed to the agreed standards and within the specified timeframe and payment bonds guarantee that subcontractors, laborers, and suppliers are compensated, reducing the risk of liens against the property.

2. Enhanced Accountability: Requiring bonds increases accountability among developers. Developers are incentivized to adhere strictly to contractual terms and timelines, knowing that the bond will cover any defaults or deficiencies. Additionally, the presence of a bond can deter unscrupulous practices and encourage higher standards of work, benefiting the overall quality of construction within the Town.

3. Community Confidence: Implementing a bond policy builds confidence among residents and businesses in the development process. Knowing that there are financial safeguards in place can mitigate concerns about unfinished or substandard developments. A Construction Bond policy also aligns with best practices in urban planning and development, reflecting the Town's commitment to responsible growth and development while preserving the unique character and charm of the Town.

4. Risk Management: Construction projects inherently carry risks such as contractor insolvency, disputes, or unforeseen complications. Bonds transfer a portion of this risk to surety companies, which have the resources and expertise to manage such situations. Requiring Construction Bonds can also reduce the potential burden on the Town to intervene or resolve issues that may arise from incomplete or poorly executed projects.

5. Legal and Regulatory Compliance: Many jurisdictions have successfully implemented similar policies, demonstrating their effectiveness in managing development risks. For example, cities like Los Angeles, San Francisco, and Sacramento have construction bond requirements that protect public interests and ensure project completion. Lastly, a Construction Bond policy would demonstrate that the Town prioritizes the public health, safety, and welfare of its residents and the integrity of the Building and Grading Permit being issued for certain private development projects by ensuring projects are completed.

The proposed policy would establish two categories: one where Construction Bonds are mandatory and another where Construction Bonds may be required at the discretion of the Director of Public Works and Building.

The first category would require Construction Bonds for the following projects:

1. Private development projects pursuant to California Government Code Section 65583.2, subdivisions (h) and (i).

2. Private development projects pursuant to Title 10, Planning and Zoning, Chapter 20, Objective Design and Development Design Standards of the San Anselmo Municipal Code.

The above-listed private development projects are classified as ministerial housing development projects, meaning the Town has limited authority to impose additional requirements unless those requirements are objective. Requiring Construction Bonds for these types of housing development projects is an important safeguard to ensure appropriate funding mechanisms are in place to complete the private development project.

The second category would allow at the discretion of the Director of Public Works and Building, that the following private development projects would be required to secure both performance and payment bonds:

1. Grading Permits that would remove 100 cubic yards or more of soil
2. Building Permits for New Construction
3. Building Permits for Substantial Improvements as defined by CBC Chapter 2
4. Other Building and/or Grading Permits are at the discretion of the Director of Public Works and Building to ensure public health and safety.

The bonds for both categories of private development projects would be set at 125% of the project cost and issued by a surety company authorized to operate in California.

The implementation of the policy would be as follows:

1. Approval and Permitting Process:
    - If a private development project requires a Construction Bond, the applicant must submit proof of the required bonds prior to issuance of a Building and/or Grading Permit.
    - The Director of Public Works and Building, or a designated official will review and approve the bonds to ensure compliance with the policy.
2. Monitoring and Enforcement:
    - The Town will establish procedures for monitoring ongoing projects to ensure continuous compliance with bond requirements.
    - Non-compliance may result in permit revocation or other penalties as deemed appropriate by the Town Council.
3. Communication and Support:
    - The Town will provide resources and guidance to developers on obtaining the required bonds, including information on reputable surety companies and the bonding process.
    - Regular updates and training sessions for staff to ensure effective implementation and enforcement of the policy.

Conclusion

Adopting a construction bond policy for private developments is a proactive measure that safeguards the Town of San Anselmo against the financial and operational risks associated with

construction projects. The policy will enhance accountability, protect community stakeholders, and will ensure the successful completion of developments in a timely manner.

FISCAL IMPACT

The implementation will require minimal short-term administrative costs to establish the internal policies and procedures, training staff in how to use the new policies, and updating the Town's website with related information and resources. The long-term costs to implement the policies related to a development project will be borne by the applicant through cost-recovery at the building permit process. No changes to the Town's Master Fee schedule will be required.

GENERAL PLAN CONSISTENCY

The proposed policy aligns with the General Plan Land Use Goals that emphasize the preservation of San Anselmo's small-town character and ensures that new developments are seamlessly integrated into the existing neighborhoods and commercial areas, maintaining the Town's harmonious and cohesive community aesthetic.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Policy is exempt from review under the California Environmental Quality Act (CEQA) because it is not a "project" under CEQA Guidelines section 15378 because it will not result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change; and pursuant to the "common sense" exemption, CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility the Resolution will have a significant effect on the environment.

The Policy does not impact the Town's Climate Action Plan.

ATTACHMENT

Attachment 1- Resolution

RESOLUTION NO. 2024-XXXX

A RESOLUTION OF THE SAN ANSELMO TOWN COUNCIL ESTABLISHING A POLICY REQUIRING CONSTRUCTION BONDS FOR PRIVATE DEVELOPMENT PROJECTS TO ENSURE COMPLETION OF PROJECTS

WHEREAS, the San Anselmo Town Council recognizes the need to ensure the successful and timely completion of private development projects within the Town of San Anselmo; and

WHEREAS, construction bonds provide a financial guarantee that developers will fulfill their contractual obligations, including the completion of construction projects in accordance with approved plans and standards; and

WHEREAS, requiring construction bonds for private development projects helps protect the interests of property owners, contractors, subcontractors, suppliers, and the public; and

WHEREAS, the absence of public funds necessitates additional safeguards to ensure that private development projects are completed without undue delay or financial risk to the Town of San Anselmo; and

WHEREAS, performance bonds and payment bonds are common and effective tools used to guarantee project completion and payment to subcontractors and suppliers, and are often included by Town staff as conditions of approval; and

WHEREAS, the subject policy will clarify staff's ability to require construction bonds for development projects and give objective information to potential developers regarding Town requirements; and

WHEREAS, the subject Resolution is exempt from review under the California Environmental Quality Act (CEQA) because it is not a "project" under CEQA Guidelines section 15378 because it will not result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change; and pursuant to the "common sense" exemption, CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility the Resolution will have a significant effect on the environment.

NOW, THEREFORE, BE IT RESOLVED by the San Anselmo Town Council, as follows:

1. **Recitals**: The above recitals are true and correct and incorporated herein by reference.

2. **Purpose**:
    a. The purpose of this policy is to require construction bonds for private development projects within the Town of San Anselmo to ensure the completion of a private development project.

3. **Definitions**:
    a. "Construction Bond" shall include both performance bonds and payment bonds.
    b. "Private Development Project" shall refer to any construction project undertaken by private developers.

4. **Policy**:
    a. Construction Bonds are required for the following projects:
        I. Private development projects pursuant to California Government Code Section 65583.2, subdivisions (h) and (i).
        II. Private development projects pursuant to Title 10, Planning and Zoning, Chapter 20, Objective Design and Development Design Standards of the San Anselmo Municipal Code.

    b. At the discretion of the Director of Public Works and Building, Construction Bonds may be required for the following projects:
        I. Grading Permits that would remove 100 cubic yards or more of soil.
        II. Building Permits for new construction
        III. Building Permit for Substantial Improvements as defined by CBC Chapter
        IV. Other Building and/or Grading Permits as determined by the Director of Public Works and Building to ensure public health and safety.

    c. The required Construction Bonds shall include:
        I. Performance Bond: To ensure the completion of the project in accordance with the approved plans and specifications.
        II. Payment Bond: To guarantee payment to subcontractors, laborers, and suppliers involved in the project.

5. **Bond Requirements**:
    a. The amount of the Performance Bond shall be set at 125% of the total project cost.
    b. The amount of the Payment Bond shall be set at 125% of the total project cost.
    c. All bonds must be issued by a surety company authorized to do business in the State of California and acceptable to the Town of San Anselmo.

6. **Implementation**:
    a. The Director of Public Works and Building, or their designee, is hereby authorized and directed to develop and implement procedures for the enforcement of this policy, including the review and approval of bonds submitted by developers.
    b. The Director of Public Works and Building, or their designee, shall ensure that no building permit or development approval is granted until the required bonds are submitted and approved.

7. **Effective Date**:
    a. This Resolution shall take effect immediately upon its adoption.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the San Anselmo Town Council on the __ day of _____, 20__, by the following vote:

AYES: Councilmember:
NOES: Councilmember:
ABSENT: Councilmember:
ABSTAIN: Councilmember:

_____
EILEEN BURKE
MAYOR

ATTEST:

_____
SERGE AVILA
TOWN CLERK

RESOLUTION NO. 2024-XXXX

A RESOLUTION OF THE SAN ANSELMO TOWN COUNCIL ESTABLISHING A POLICY REQUIRING CONSTRUCTION BONDS FOR PRIVATE DEVELOPMENT PROJECTS TO ENSURE COMPLETION OF PROJECTS

WHEREAS, the San Anselmo Town Council recognizes the need to ensure the successful and timely completion of private development projects within the Town of San Anselmo; and

WHEREAS, construction bonds provide a financial guarantee that developers will fulfill their contractual obligations, including the completion of construction projects in accordance with approved plans and standards; and

WHEREAS, requiring construction bonds for private development projects helps protect the interests of property owners, contractors, subcontractors, suppliers, and the public; and

WHEREAS, the absence of public funds necessitates additional safeguards to ensure that private development projects are completed without undue delay or financial risk to the Town of San Anselmo; and

WHEREAS, performance bonds and payment bonds are common and effective tools used to guarantee project completion and payment to subcontractors and suppliers, and are often included by Town staff as conditions of approval; and

WHEREAS, the subject policy will clarify staff's ability to require construction bonds for development projects and give objective information to potential developers regarding Town requirements; and

WHEREAS, the subject Resolution is exempt from review under the California Environmental Quality Act (CEQA) because it is not a "project" under CEQA Guidelines section 15378 because it will not result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change; and pursuant to the "common sense" exemption, CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility the Resolution will have a significant effect on the environment.

NOW, THEREFORE, BE IT RESOLVED by the San Anselmo Town Council, as follows:

1. **Recitals**: The above recitals are true and correct and incorporated herein by reference.

2. **Purpose**:
    a. The purpose of this policy is to require construction bonds for private development projects within the Town of San Anselmo to ensure the completion of a private development project.

3. **Definitions**:
    a. "Construction Bond" shall include both performance bonds and payment bonds.
    b. "Private Development Project" shall refer to any construction project undertaken by private developers.
    ~~b.~~c. "Public Health and Safety" refers to the requisite California Building Code standards for construction, occupancy, and maintenance of buildings to reduce risks and provide a safe environment for occupants, emergency responders, and the general public. Examples include, but are not limited to, grading permit on steep slopes, building permits for the construction on steep slopes, narrow streets, landslides, extensive vegetation and tree removal on steep slopes, and environmental hazards (e.g., landslides, hazardous soil removal, impacts to creeks, and flooding).

4. **Policy**:
    a. Construction Bonds are required for the following projects:
        I. Private development projects pursuant to California Government Code Section 65583.2, subdivisions (h) and (i).
        II. Private development projects pursuant to Title 10, Planning and Zoning, Chapter 20, Objective Design and Development Design Standards of the San Anselmo Municipal Code.

    ~~b.~~ At the discretion of the Director of Public Works and Building, and subject to Appeal pursuant to Title 1, Chapter 4, Right to appeal and review of administrative decisions, of the San Anselmo Municipal Code, Construction Bonds may be required for ~~the following projects:~~
    ~~c. Grading Permits that would remove 100 cubic yards or more of soil.~~
    ~~d. Building Permits for new construction~~
    ~~e. Building Permit for Substantial Improvements as defined by CBC Chapter~~
    ~~f.~~b. ~~Other~~ Building and/or Grading Permits ~~as determined by the Director of Public Works and Building~~ to ensure Ppublic Hhealth and Ssafety.

    ~~g.~~c. The required Construction Bonds shall include:
        I. Performance Bond: To ensure the completion of the project in accordance with the approved plans and specifications.
        II. Payment Bond: To guarantee payment to subcontractors, laborers, and suppliers involved in the project.

5. **Bond Requirements**:
    a. The amount of the Performance Bond shall be set at 125% of the total project cost.
    b. The amount of the Payment Bond shall be set at 125% of the total project cost.
    c. All bonds must be issued by a surety company authorized to do business in the State of California and acceptable to the Town of San Anselmo.

6. **Implementation**:

a. The Director of Public Works and Building, or their designee, is hereby authorized and directed to develop and implement procedures for the enforcement of this policy, including the review and approval of bonds submitted by developers.
b. The Director of Public Works and Building, or their designee, shall ensure that no building permit or development approval is granted until the required bonds are submitted and approved.

7. **Effective Date**:
    a. This Resolution shall take effect immediately upon its adoption.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the San Anselmo Town Council on the __ day of _____, 20__, by the following vote:

AYES: Councilmember:
NOES: Councilmember:
ABSENT: Councilmember:
ABSTAIN: Councilmember:

_____
EILEEN BURKE
MAYOR

ATTEST:

_____
SERGE AVILA
TOWN CLERK

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.1

MEETING DATE: June 11, 2024

AGENDA TITLE: Resolution to Submit Rent Stabilization Ordinance to Voters Based on Referendum Petition

FROM: Serge Avila, Town Clerk
Megan H. Acevedo, Town Attorney

RECOMMENDATION: Staff recommends that the Council adopt the attached Resolution calling an election to submit to the voters of the Town of San Anselmo, Ordinance No. 2024-1185 re: Rent Stabilization (Attachment 1).

BACKGROUND

At its meeting of April 9, 2024, the Town Council adopted Ordinance No. 2024-1185 "An Ordinance of the Town of San Anselmo Adding Title 20 'Rent Stabilization and Tenant Protections' Chapter 1 'Rent Stabilization' Establishing Rent Stabilization Regulations Applicable to Certain Residential Rental Units and Making Associated CEQA Determination."

On May 2, 2024, a referendum petition entitled, "Referendum Against an Ordinance Passed by the Town Council" ("Referendum Petition") was filed with the Town Elections Official. The Referendum Petition was accepted for filing following the Official's prima facie review and determination that the number of signatures exceeded at least 10 percent of the voters of the Town according to the County Elections Official's last official report of registration to the Secretary of State, which is currently 952 voters. Also on May 2, the Referendum petition was delivered to the Marin County Registrar of Voters for signature examination using voter registration records to verify the number of valid signatures.

On May 15, 2024, the Marin County Registrar of Voters submitted to the Town Elections Official, a Certificate of Signature Verification dated May 14, 2024, which determined that the Referendum petition contains 1471 valid signatures of qualified registered voters in the Town of San Anselmo and that the Referendum Petition is therefore sufficient.

At its meeting of May 28, 2024, the Town Council received the Certificate of Signatures and considered its options related to Ordinance No. 2024-1185. Following a brief

discussion, the Council directed staff to return with a resolution placing the Ordinance on the ballot for the November 5, 2024, election.

DISCUSSION/ANALYSIS

If adopted by the Council, the attached Resolution will add Ordinance No. 2024-1185 to the November 5 ballot. Until the election is held, Ordinance No. 2024-1185 remains suspended and it will not become effective until a majority of the voters participating in the election vote in favor of the measure. If a majority does not support the Ordinance, it will not go into effect and the Council may not enact an ordinance containing the rent stabilization provisions in Ordinance No. 2024-1185 for one year after the date of certification of the election results.

Staff requests that the Council offer input on the ballot question included in the draft resolution, which states:

> "Shall Ordinance No. 2024-1185, establishing a prohibition on residential real property annual rental rate increases that exceed 60% of the Consumer Price Index or 5%, whichever is lower, and defining a base rent as the rent in effect on June 21, 2023, be adopted?"

If any changes are requested and agreed to by the majority of the Council, they can be incorporated into the Resolution before adoption.

Following adoption of the Resolution, the Town may not use public funds to assist with the passage or defeat of the measure. However, the Town may provide the public with impartial and objective information about the measure. In addition, the Town Council may take a position on a measure during a publicly noticed meeting. Finally, the Town Council or any Council member may file a written argument for or against the measure. (Cal. Elec. Code § 9282). The Council may authorize any of its members to draft an argument on behalf of the Council. The ballot argument must be accompanied by the names and signatures of the authors and there may only be 5 names listed with an argument. (Cal. Elec. Code § 9283). If Council member(s) sign an argument, they may identify themselves by both name and affiliation, including "Council member."

FISCAL IMPACT

By adopting the Resolution, the Town will incur the costs associated with the election; however, given that there will be Town offices included on the ballot, the cost will be less than it would for a stand-alone measure.

GENERAL PLAN CONSISTENCY

N/A

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adopting the attached Resolution placing an Ordinance on the ballot related to rent stabilization is not a “project” under the California Environmental Quality Act within the meaning of Public Resources Code section 21065, and CEQA Guidelines sections 15060(c)(2), 15060(c)(3), or 15378 because there is no potential that it will cause a reasonably foreseeable direct or indirect physical change in the environment.

Attachments:
Attachment 1 – Resolution

DRAFT TOWN OF SAN ANSELMO
RESOLUTION NO. _____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO CALLING A GENERAL MUNICIPAL ELECTION IN ITS JURISDICTION ON NOVEMBER 5, 2024 TO SUBMIT TO THE QUALIFIED VOTERS OF THE TOWN OF SAN ANSELMO A MEASURE SEEKING VOTER APPROVAL OF TOWN COUNCIL ORDINANCE NO. 2024-1185 ESTABLISHING RENT STABILIZATION REGULATIONS APPLICABLE TO CERTAIN RESIDENTIAL RENTAL UNITS; REQUESTING THE MARIN COUNTY BOARD OF SUPERVISORS CONSOLIDATE THE GENERAL MUNICIPAL ELECTION WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE; REQUESTING ELECTION SERVICES BY THE COUNTY REGISTRAR OF VOTERS; AND PROVIDING RULES AND DEADLINES FOR ARGUMENTS AND REBUTTALS FOR AND AGAINST THE MEASURE

WHEREAS, at its meeting of April 9, 2024, the Town Council adopted Ordinance No. 2024-1185 "An Ordinance of the Town of San Anselmo Adding Title 20 'Rent Stabilization and Tenant Protections' Chapter 1 'Rent Stabilization' Establishing Rent Stabilization Regulations Applicable to Certain Residential Rental Units and Making Associated CEQA Determination;" and

WHEREAS, on May 2, 2024, a referendum proponent filed a referendum petition titled, "Referendum Against an Ordinance Passed by the Town Council" ("Referendum") and the Referendum petition was accepted for filing following the Town Election Official's prima facie review and determination that the number of signatures on the Referendum petition exceeded at least 10 percent of the voters of the Town according to the County Elections Official's last official report of registration to the Secretary of State, which is currently 951 voters; and

WHEREAS, on May 2, 2024, the Town Elections Official submitted the Referendum petition to the Marin County Registrar of Voters for examination and a determination as to whether the Referendum petition contains sufficient valid signatures; and

WHEREAS, on May 15, 2024, the Marin County Registrar of Voters submitted to the Town Clerk, a Certificate of Signature Verification dated May 14, 2024, which determined that the Referendum petition contains 1471 valid signatures of qualified registered voters in the Town of San Anselmo and that the Referendum petition is therefore sufficient; and

WHEREAS, due to the Referendum, if the Town Council does not repeal Ordinance No. 2024-1185 in its entirety, the Council is required by California Elections Code section 9241 to submit the Ordinance to the voters at either the Town's next regular election or at a special election held not less than 88 days after the order of the election; and

WHEREAS, the next regular election is the Town's General Municipal Election scheduled for November 5, 2024; and

WHEREAS, the Town Council desires to place the Ordinance before the Town voters on November 5, 2024; and

WHEREAS, Ordinance No. 2024-1185 is attached hereto as Exhibit A and by this reference made an operative part hereof, and in accordance with all applicable law; and

WHEREAS, by adoption of this Resolution, the Town Council desires that the County of Marin render full services to the Town in connection with conducting the General Municipal Election; and

WHEREAS, all necessary expenses in performing these services shall be paid by the Town of San Anselmo; and

WHEREAS, under California Elections Code section 10400 *et seq*., the Town desires that the election be consolidated with other elections held on the same date; and

WHEREAS, it is also desirable to establish rules for submission of written arguments and rebuttals for and against the Initiative in accordance with the applicable California Elections Code procedures.

NOW, THEREFORE, the Town Council of the Town of San Anselmo hereby resolves as follows:

SECTION 1. Environmental Review

The Town Council finds that this resolution and the placement of the Ordinance No. 2024-1185 on the ballot is not a "project" within the meaning of Public Resources Code section 21065 and section 15378 of the California Environmental Quality Act (CEQA) Guidelines and therefore, not subject to CEQA review.

SECTION 2. Recitals.

The Town Council hereby finds and determines that the foregoing recitals are true and correct and are incorporated herein and by this reference are made an operative part hereof.

SECTION 3. Call of General Municipal Election.

The Town Council hereby orders Ordinance No. 2024-1185 attached hereto as Exhibit A to be submitted to qualified voters of the Town at the General Municipal Election for the Town of San Anselmo to be held on the 5th day of November, 2024. The Ordinance shall be in the form attached hereto as Exhibit A and is incorporated herein by reference.

SECTION 4. Ballot Question.

The Town Council, pursuant to its right and authority, does hereby order that the ballot question for Ordinance No. 2024-1185 shall be presented and printed upon the ballot submitted to the qualified voters in the manner and form set forth in this Section. On the ballot to be submitted to the qualified voters at the General Municipal Election to be held on November 5, 2024, in addition to any other matters required by law, there shall be printed the following ballot question:

"Shall Ordinance No. 2024-1185, establishing a prohibition on residential real property annual rental rate increases that exceed 60% of the Consumer Price Index or 5%, whichever is lower,	Yes
	No

and defining a base rent as the rent in effect on June 21, 2023, be adopted?"	

SECTION 5. Request for Consolidation and Election Procedures.

The Town Council of the Town of San Anselmo hereby requests that the Board of Supervisors of the County of Marin:

(1) Consolidate the Town's General Municipal Election with any other applicable election conducted on November 5, 2024.

(2) Pursuant to Elections Code section 10002, authorize and direct the County Registrar of Voters, at Town expense, to provide all necessary election services and to canvass the results of said election. The services shall be of the type normally performed by the Registrar of Voters in assisting the clerks of municipalities in the conduct of elections, including but not limited to checking registrations, mailing ballots, hiring election officers and arranging for polling places, receiving absentee voter ballot applications, mailing and receiving absentee voter ballots and opening and counting same, providing and distributing election supplies, and furnishing voting machines.

(3) The Town Clerk of the Town of San Anselmo shall receive the canvass from the County as it pertains to the General Municipal Election and shall certify the results to the Town Council, as required by law.

SECTION 6. Arguments and Impartial Analysis.

(1) Primary arguments for or against Ordinance No. 2024-1185 shall be submitted no later than 5:00 p.m. on August 15, 2024.
(2) Rebuttal arguments for or against Ordinance No. 2024-1185 shall be submitted no later than 5:00 p.m. on August 26, 2024.
(3) Pursuant to state law, primary arguments for or against Ordinance No. 2024-1185 shall not exceed three hundred (300) words and shall be signed by no more than five persons.
(4) Pursuant to state law, rebuttal arguments to the primary arguments for or against Ordinance No. 2024-1185 shall not exceed two hundred fifty (250) words and shall be signed by no more than five persons.
(5) Pursuant to state law, the Town Clerk shall comply with all provisions of law establishing the priority of arguments for printing and distribution to the voters and shall take all necessary actions to cause the selected arguments to be printed and distributed to voters.
(6) The Town Council adopts the provisions pertaining to rebuttal arguments contained in Elections Code section 9285 and directs the Town Clerk to comply with those provisions.
(7) Pursuant to Elections Code section 9280, the Town Council directs the Town Clerk to transmit a copy of the Initiative to the Town Attorney. The Town Attorney shall prepare an impartial analysis for Ordinance No. 2024-1185 in compliance with state law. The Impartial Analysis shall be filed by the deadline set for filing primary arguments as set forth above.

SECTION 7. Transmittal of Resolution.

The Town Clerk shall submit a certified copy of this Resolution to the Board of Supervisors for the County of Marin.

SECTION 8. Severability.

If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the Resolution which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are severable. The Town Council hereby declares that it would have adopted this Resolution irrespective of the invalidity of any particular portion thereof.

SECTION 9. Effective Date of Resolution.

This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED THIS 11th day of June, 2024 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
Eileen Burke, Mayor

ATTEST:

_____
Serge Avila, Town Clerk

EXHIIBIT A

ORDINANCE NO. 2024-1185

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.2

MEETING DATE: June 11, 2024

AGENDA TITLE: Memorial Park Master Plan Draft Amendments

FROM: Dannielle Mauk, Community Services Director
Sean Condry, Public Works Director

RECOMMENDATION: That Council review and approve the proposed Memorial Park Master Plan amendments.

BACKGROUND

In 2018, the Town Council adopted a long-term Master Plan for Memorial Park. This process included a series of public meetings designed to engage the public to help create a vision for how the park could be improved.

Memorial Park will turn 100 years old in 2026 and the Town has repaired many components of the park. The replacement of the athletic fields, the rehabilitation of the playgrounds and skatepark, and the widening of the path to accommodate bicyclists and pedestrians are major steps in the right direction towards restoring the Town's jewel of a park. In addition, the Town just completed repairing the dilapidated parking lot and bringing it up to State code requirements for accessibility while installing new sidewalks, stormwater bioretention and purple pipe for future grey or black water.

At their January 23, 2024, meeting, the Town Council approved the review of the adopted 2018 long term Master Plan for Memorial Park and the formation of the Memorial Park Master Plan Review Committee (MPMPRC). The MPMPRC consists of two Councilmembers, three Parks & Recreation Commissioners and staff. The focus of the review has been on the south side of the park. The approved Master Plan for the south side of the park includes replacing the four existing tennis adjacent to Sunny Hills Drive, adding a drop-off/pick-up zone, relocating the skate park, adding picnic areas, and a concession building and restrooms.

At their May 29, 2024, meeting the Parks and Recreation discussed the proposed Memorial Park Master Plan amendments at length. After considering the feedback from our community and the Town they recommended the attached amended Master Plan to Town Council.

DISCUSSION

Memorial Park was initially developed as a baseball facility. Over the years, components were added such as the Log Cabin, the picnic areas, the tennis courts, the playground, the Elder's Garden and the basketball and skate plaza. The park is a beloved community hub for social gatherings, family activities, sports leagues, and many other activities, and has served the community well for many generations. However, the south side of the park needs rehabilitation and renovation.

The Memorial Park Master Plan amendment process has provided the community the opportunity to develop a long-term vision for the south side of the park. This area has been deteriorating, and many improvements are needed. The discussions began with gathering general information on usage priorities and has systematically become more detailed as the process has moved along. The result of this effort is a draft amended Master Plan. The proposed amendments achieve the existing and much-needed repairs and renovations to the south side of the park and fresh design, circulation and programmatic efficiencies that come when a design is developed through a community-driven process.

Community Engagement

The leadership of the MPMPRC has been integral in organizing opportunities for the greater community to become aware of and involved in the review process. The review process included two public meetings designed to engage the public to help create a vision for how the south side of park could be improved. The community meetings were held on March 9, 2024, and March 23, 2024, in the Vista Room at ICCC. In February 2024, the Town conducted a survey as part of the Memorial Park Master Plan review, garnering feedback from over 700 participants, including youth. In addition, in April 2024 the Town conducted a survey as part of a pickle ball trial and we received feedback from 170 participants. The trial was successful, and the survey results supported pickle ball at Memorial Park.

Among the feedback from the attendees at the public meetings and survey responses, the community expressed a desire for pickle ball and tennis courts, restrooms, a concession stand, a relocated skate park, picnic tables, a multi-use court that allows for basketball and futsal courts and a drop-off/pick zone to be included in the park's amended Master Plan.

Elements of Design

As is apparent in the draft conceptual design for the Master Plan amendments, the community has recommended that the south side of the park be upgraded with the basic functionality remaining intact, with several new enhancements. The plan calls for new grading and drainage.

These plans were created through community meetings and information gathering from user groups and surveys and the proposed design reflects the needs of the community. This plan is a result of hard work by residents, volunteers, staff and appointed and elected officials. This plan belongs to the community.



Drop-Off/Pick-Up Zone

The amended Master Plan calls for a drop-off/pick-up zone off Sunny Hills Drive. The idea behind this area is to reduce traffic coming down from Sunny Hills, Red Hill Park and the Parkside Apartments, which can be hazardous due to speed and visibility issues.

Snack Shack and Restrooms

There are currently restrooms at the north-east portion of the park, near the meadow, picnic area and playground. The proposed amendments include new restrooms located on the south side of the park. During the community engagement meetings, it was a common theme to hear stories of parents of small children having to walk all the way around the park to use the restroom, especially when they are at a softball or baseball game on Field Two. Two unisex restrooms could be installed behind an improved concession stand.

Multi-Use Sports Courts

A multi-use court features a single playing surface with multiple lines painted to separate the court activities. These courts are designed to maximize the use of limited space by allowing multiple activities in the same area. During the community process, the community strongly recommended adding a multi-use court with basketball and futsal.

Tennis and Pickle Ball Courts

During the community process, the pickle ball survey showed that our community wants both tennis courts and pickle ball courts. The amendments propose renovationing the tennis courts and adding pickle ball courts.

Picnic Areas/Seating Areas

The proposed amendments include renovation of existing picnic areas and adding additional picnic areas. Picnic tables serve as natural gathering points, encouraging social interaction and community bonding. They provide a comfortable and inviting space for people to come together, share meals, engage in conversations, and build relationships.

Skate Park

Skate parks build and sustain healthy communities. They are a gathering place for athletic youth. The draft amendments include relocating the skate park adjacent to the drop-off/pick-up zone to create better visibility and flow.

Additional Elements

Based on community feedback, the amended Master Plan calls for additional elements, including a quiet zone and outdoor fitness area(s). The proposed amendments also incorporate an entry plaza and signage, ADA access, fencing, promenade trees that will provide shaded areas and landscaping,

Cost Estimates

The proposed amendments to the current Master Plan include upgrading the existing snack shack, tennis courts, skate park and picnic areas and adding these components, the addition of restrooms pickle ball courts, a multiuse court, restrooms and a drop-off/pick-up zone, as well as the additional elements listed above.

Cost estimate - $4,451,630

These are approximate cost estimates for construction and do not include design or construction management. Design costs are generally 8-10% of construction costs and construction management costs are generally 5-10% of construction costs.

Additional costs for accessibility and other code required upgrades are unknown in the absence of a defined plan but are an important part of any Town project to bring things up to current code.

FISCAL IMPACT

It is important to note that as with any conceptual plan, this process creates a community vision for Memorial Park. As of today, there are only minimal funds set aside for improvements to the south side of park through the countywide parks tax, Measure A. It is equally important to note that improving any of the individual components in need of replacement or repair would exceed any available funds and would require a fundraising effort of some kind. If the necessary funds are raised, the Town will be required to conduct a CEQA study.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Environmental factors have been considered. The plan avoids impact to the creek by availing any work that necessitates modification of the drainage culvert that crosses the site. Noise and traffic impacts are not anticipated to change significantly under the plan. Future work to implement the plan may require an initial study to identify potentially significant effects on the environment including increased runoff from improved drainage and increased noise to residents near the park. A negative declaration or environmental impact report may be required along with consideration of designs or alternatives that would minimize any potential effects on the environment.

If the Master Plan work is designed and constructed for the park, then all lighting would be high efficiency and new trees would be planted both meet the goals of the San Anselmo Climate Action Plan through Energy Conservation (E-8) and Sequestration (S-1).

Attachment 1 - DRAFT Amendments to Master Plan
Attachment 2 - Community Survey Results
Attachment 3 - Elementary School Community Survey Results
Attachment 4 - Middle and High School Community Survey Results
Attachment 5 - Pickle Ball Survey Results
Attachment 6 – Presentation



INTEGRA
PLANNING+
LANDSCAPE
ARCHITECTURE

PRELIMINARY CONCEPT PLAN
MEMORIAL PARK MASTER PLAN
1000 SIR FRANCIS DRAKE BOULEVARD, SAN ANSELMO, CALIFORNIA
TOWN OF SAN ANSELMO

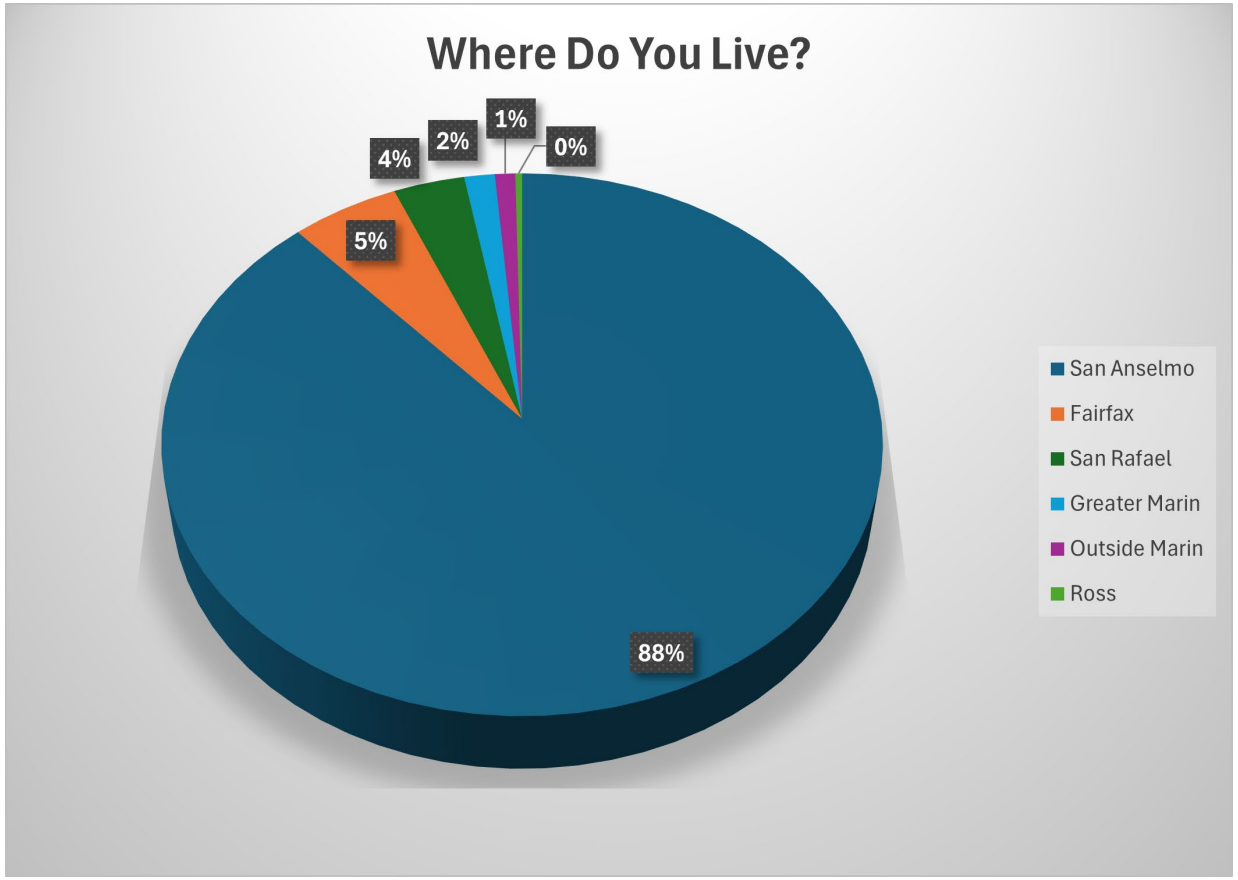
TOWN OF SAN ANSELMO
EST. 1907

Memorial Park 2024 Survey Results

Memorial Park 2024 Survey Results
Demographics

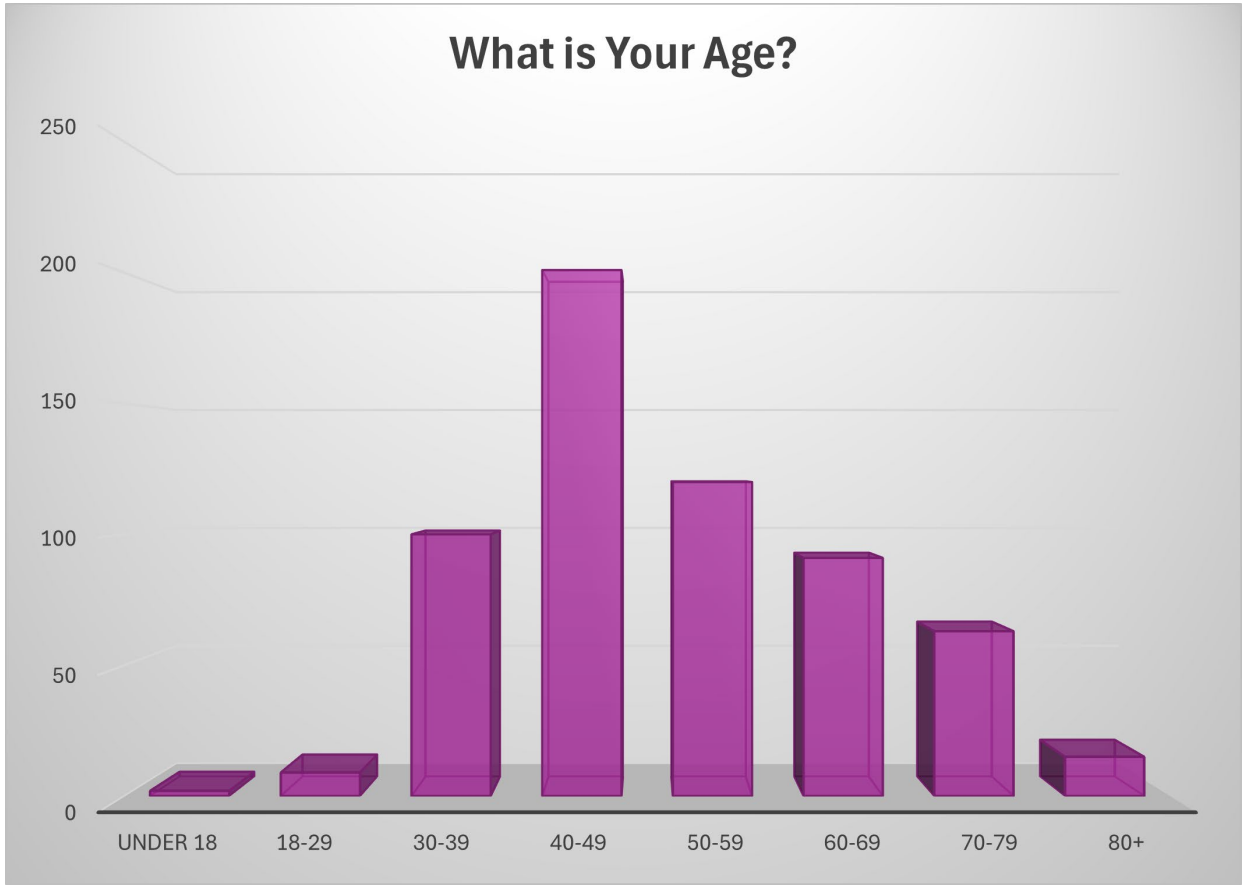
- ✓ Survey timing: February 1-14, 2024
- ✓Survey advertised:
  - ✓Recreation eblast
  - ✓Special Town Manager newsletter blast (only the survey)
  - ✓Town Manager newsletter
  - ✓Social Media
  - ✓Town website spotlight
- ✓600 Survey responses
- ✓100% completion rate, with average 5 minutes to complete

Memorial Park 2024 Survey Results
Demographics



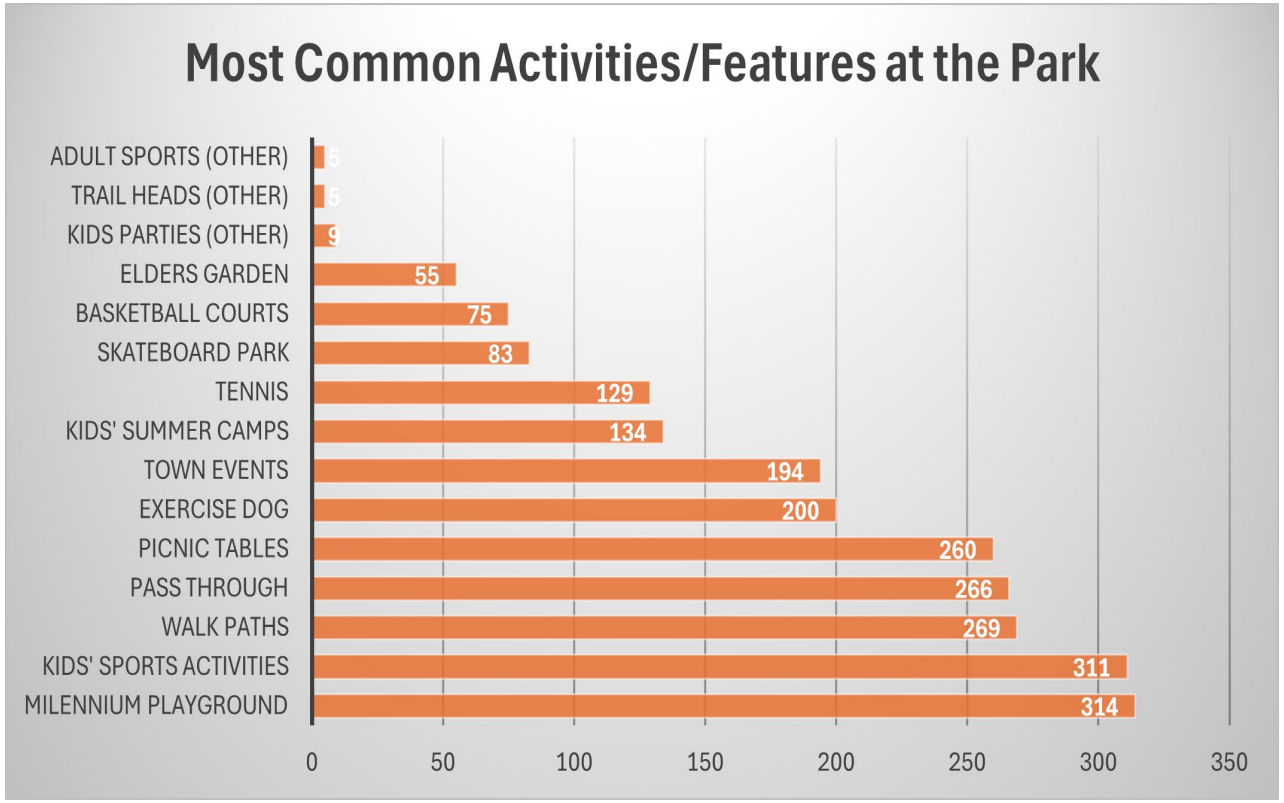
Location	#'s
San Anselmo	530
Fairfax	32
San Rafael	21
Greater Marin	9
Outside Marin	6
Ross	2

Memorial Park 2024 Survey Results
Demographics



Age of Respondant	#'s
under 18	2
18-29	9
30-39	100
40-49	201
50-59	120
60-69	91
70-79	63
80+	15

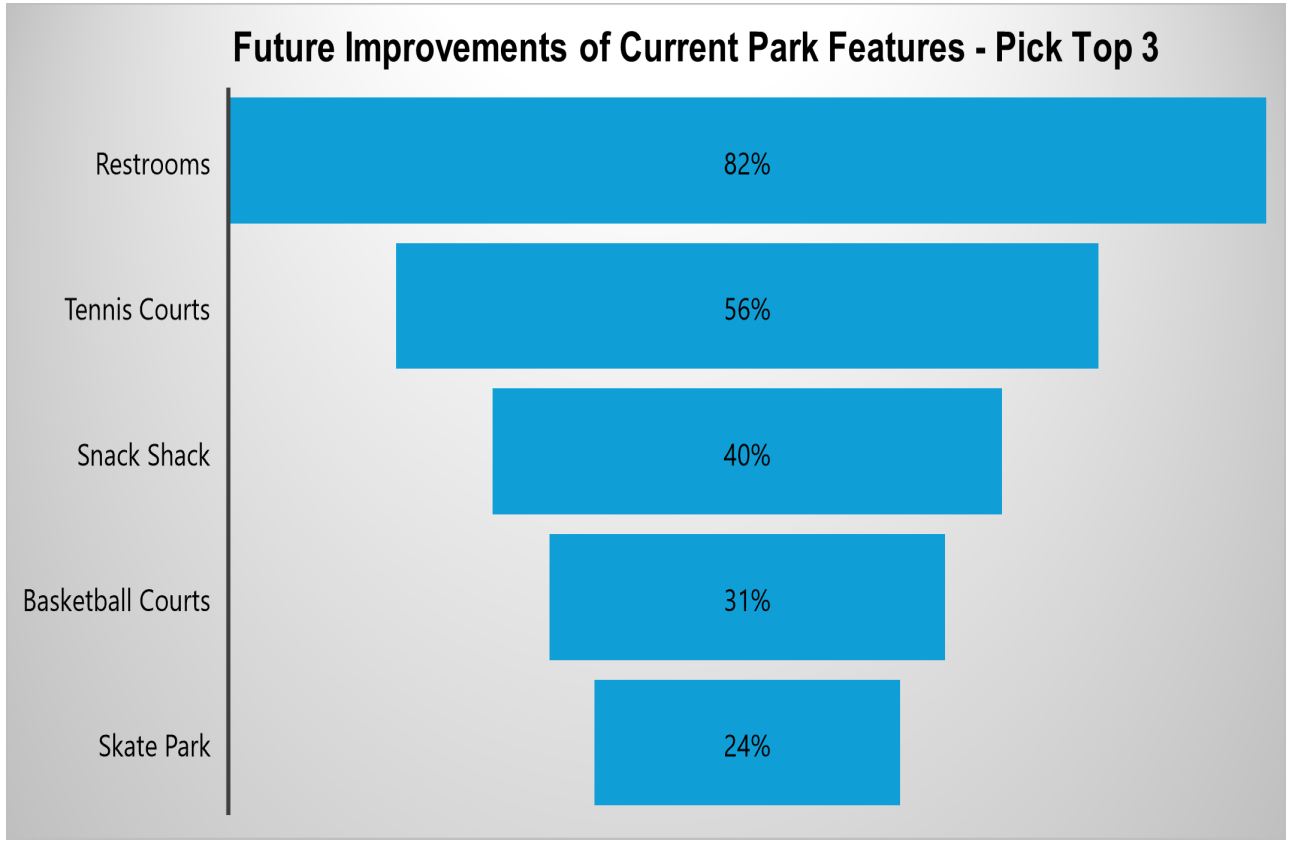
Memorial Park 2024 Survey Results
Activities/Features



Activities/Features	#
Milennium Playground	314
Kids' Sports Activities	311
Walk Paths	269
Pass Through	266
Picnic Tables	260
Exercise Dog	200
Town Events	194
Kids' Summer Camps	134
Tennis	129
Skateboard Park	83
Basketball Courts	75
Elders Garden	55
Kids Parties (other)	9
Trail Heads (other)	5
Adult Sports (other)	5

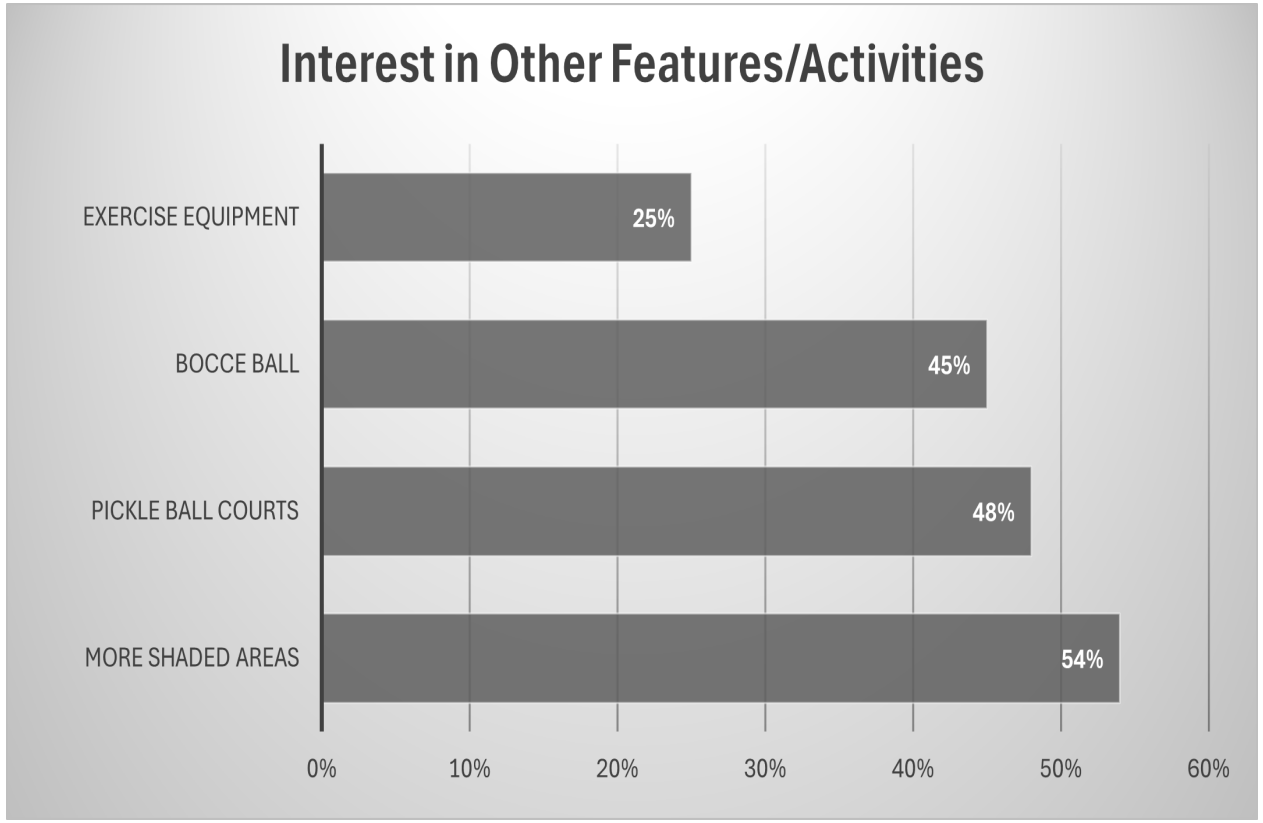
Note: checked all that apply

Memorial Park 2024 Survey Results
Activities/Features



Current Features	#'s
Restrooms	82%
Tennis Courts	56%
Snack Shack	40%
Basketball Courts	31%
Skate Park	24%

Memorial Park 2024 Survey Results
Activities/Features



New Activities/Features	#'s
More Shaded Areas	54%
Pickle Ball Courts	48%
Bocce Ball	45%
Exercise Equipment	25%

Note: checked all that apply

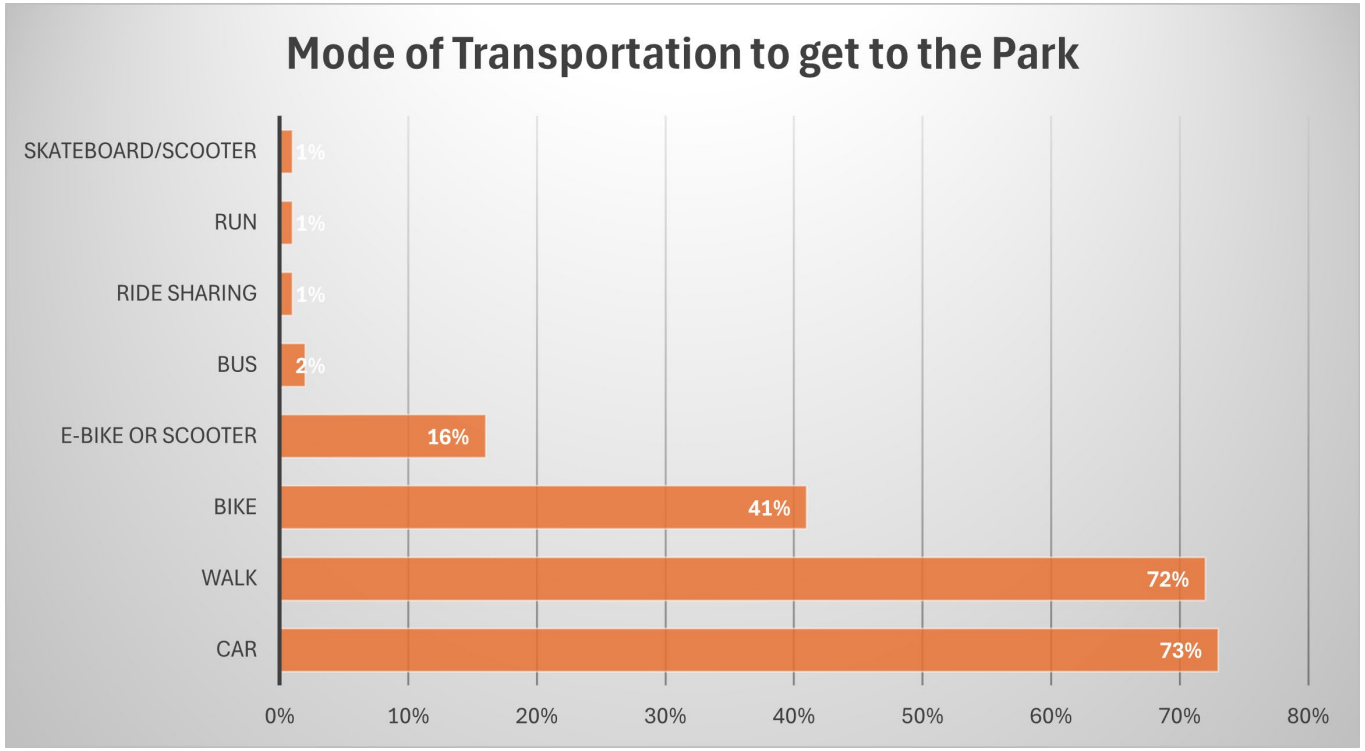
Memorial Park 2024 Survey Results
Activities/Features

Other Features Mentioned	#'s
Water play/splash pad	21
Food trucks	8
Rec Center	8
Better walking paths	6
Pool	4
Community gardens	4
Volleyball courts	3
flood retention	3
Turf	3
concerts	3
Drinking fountains	3
Better accessibility	3
Climbing Wall	3
More picnic tables	3

Also…..

- More benches
- Amphitheater/stage
- More trees
- Soccer field
- More/better lighting
- Improved batting cages
- Pump track for bikes
- Multi purpose courts
- Senior activities
- Bigger basketball courts
- Frisbee golf
- Public Art
- Skating rink in winter
- Zip line
- EV Charging Station
- Futsal

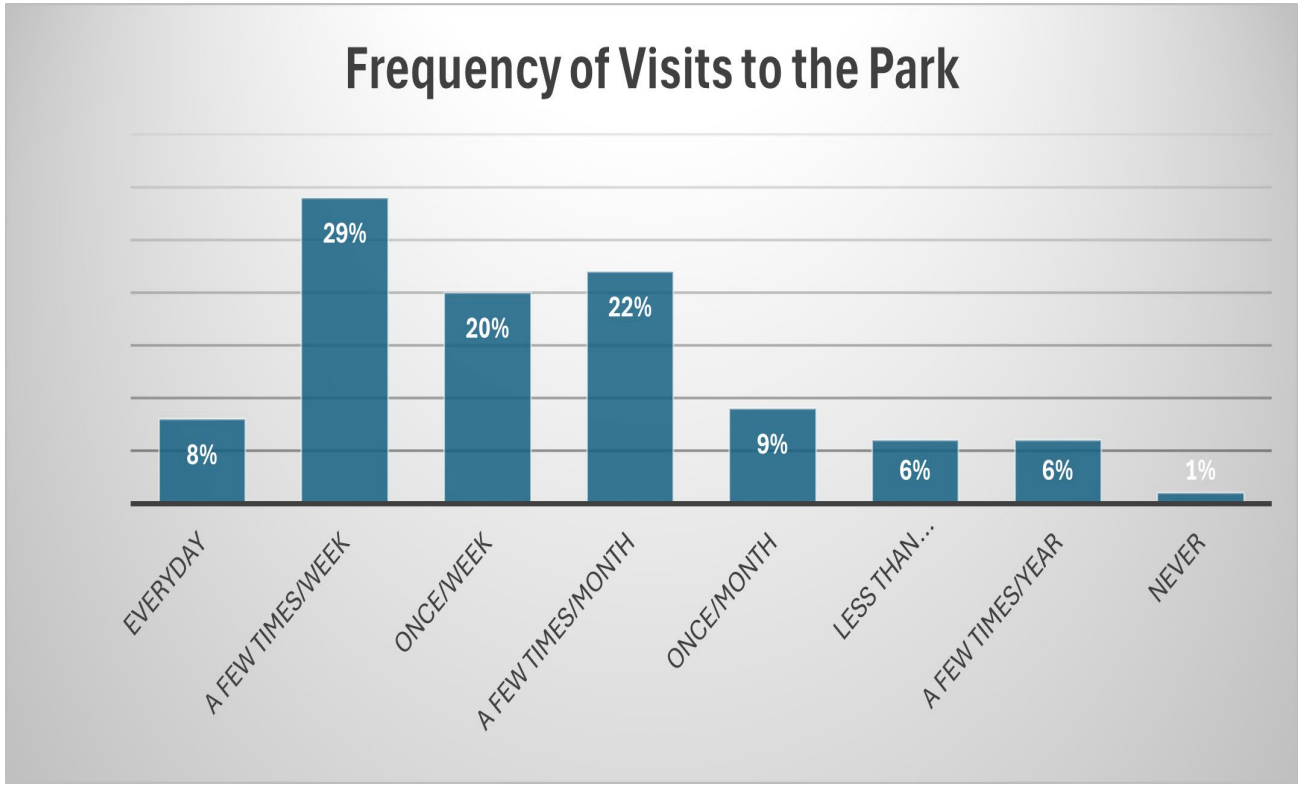
Memorial Park 2024 Survey Results
Activities/Features



Mode of Transportation	%'s
Car	73%
Walk	72%
Bike	41%
E-Bike or scooter	16%
Bus	2%
Ride Sharing	1%
Run	1%
Skateboard/scooter	1%

Note: checked all that apply

Memorial Park 2024 Survey Results
Activities/Features



Frequency of Visits	%'s
Everyday	8%
A few times/week	29%
Once/week	20%
A few times/month	22%
Once/month	9%
Less than once/month	6%
A few times/year	6%
Never	1%

Memorial Park Elementary School Survey

Wednesday, April 10, 2024

Powered by SurveyMonkey

26

Total Responses

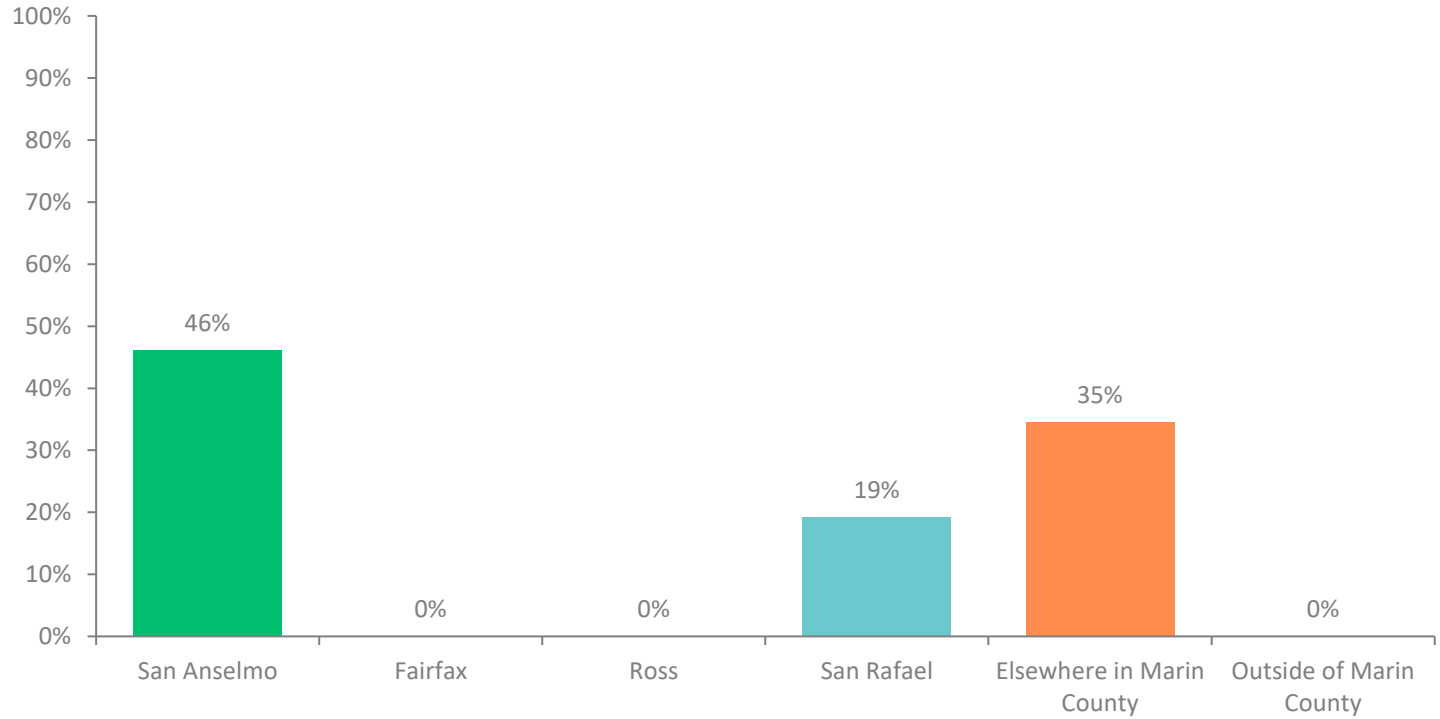
Date Created: Monday, March 11, 2024

Complete Responses: 26

Powered by SurveyMonkey

Q1: Where do you live?

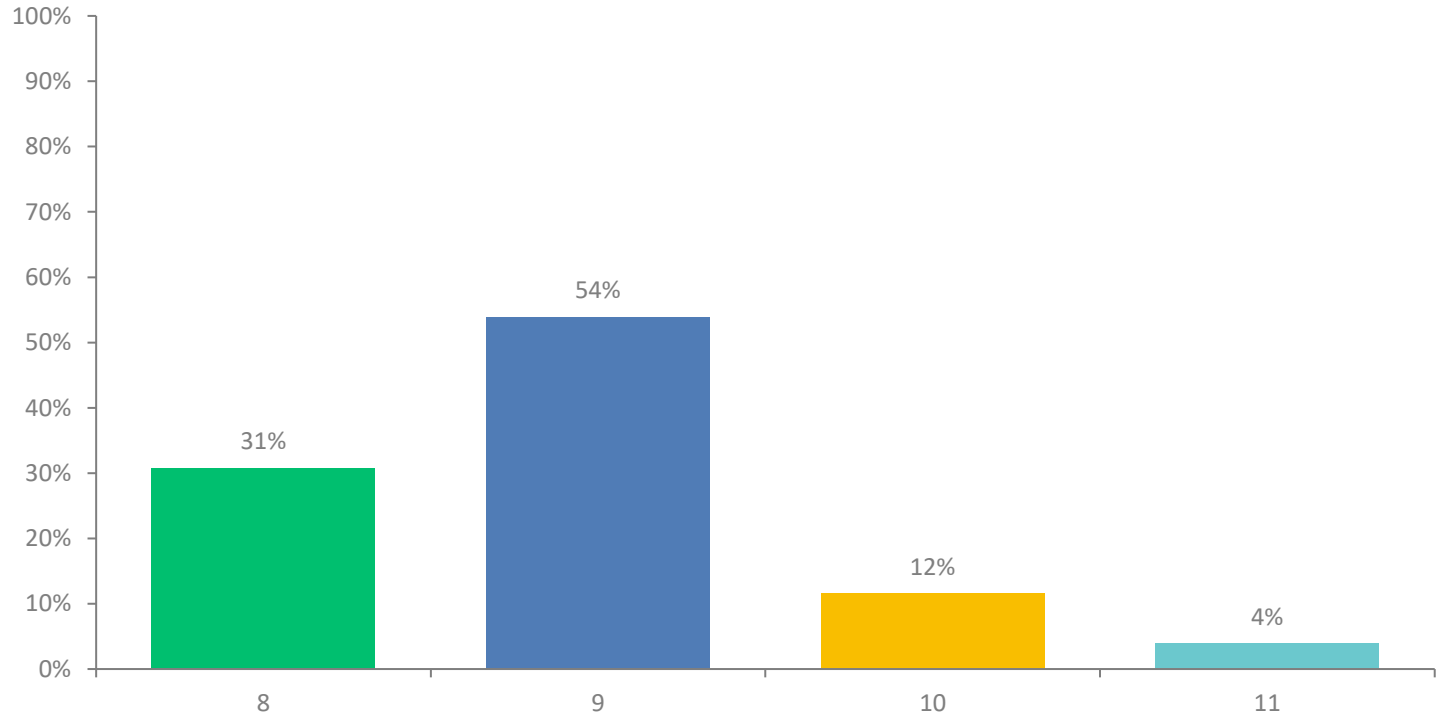
Answered: 26 Skipped: 0



Powered by SurveyMonkey

Q2: What is your current age?

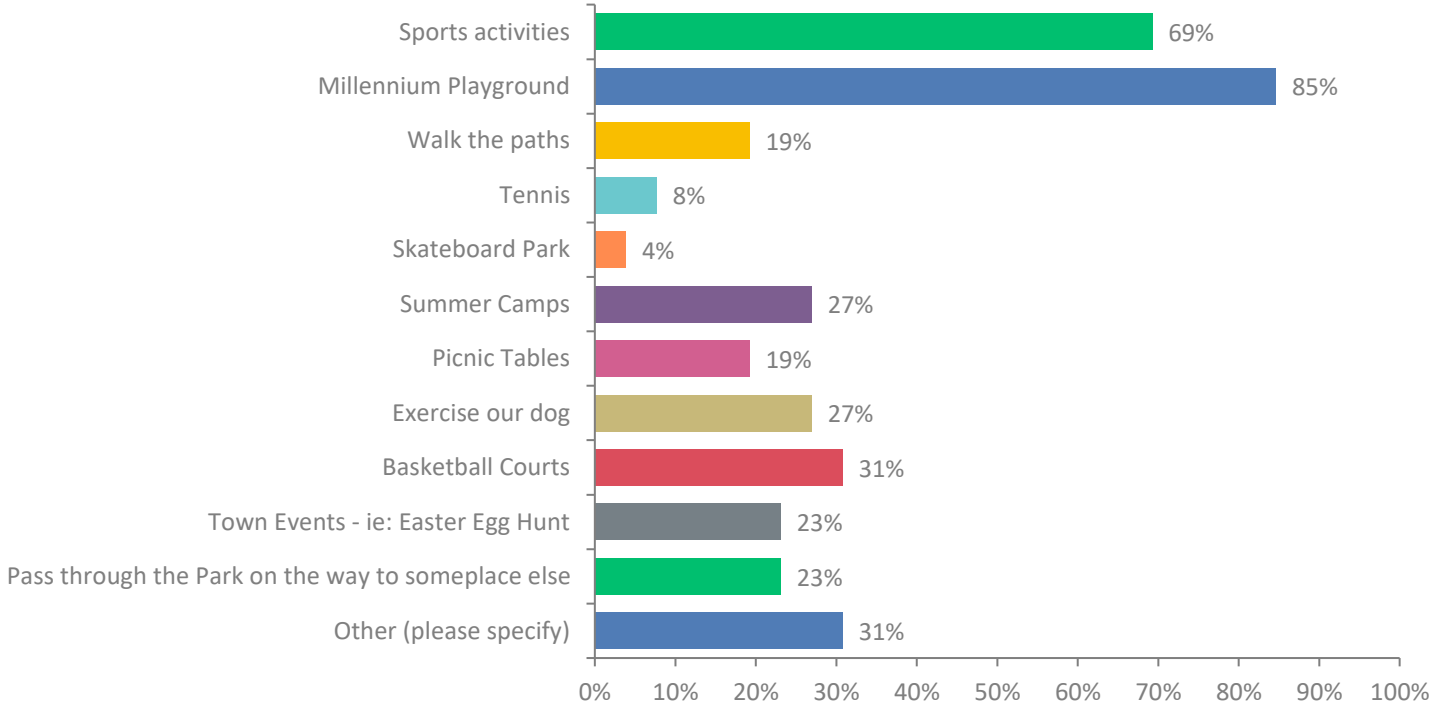
Answered: 26 Skipped: 0



Powered by SurveyMonkey

Q3: What activities and features bring you/your family to Memorial Park? Select all that apply

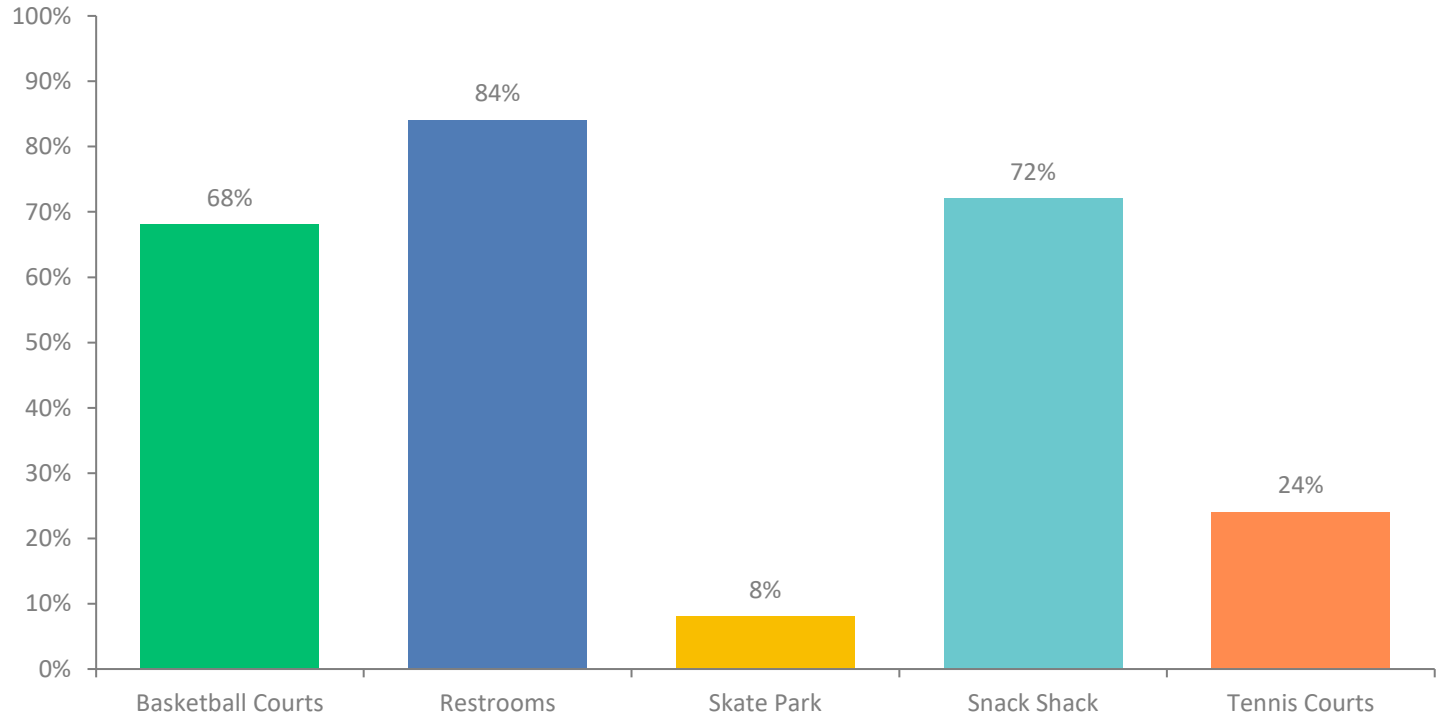
Answered: 26 Skipped: 0



Powered by SurveyMonkey

Q4: For future improvements of current features, what would be the top three areas you would like to see improved (please only check up to 3):

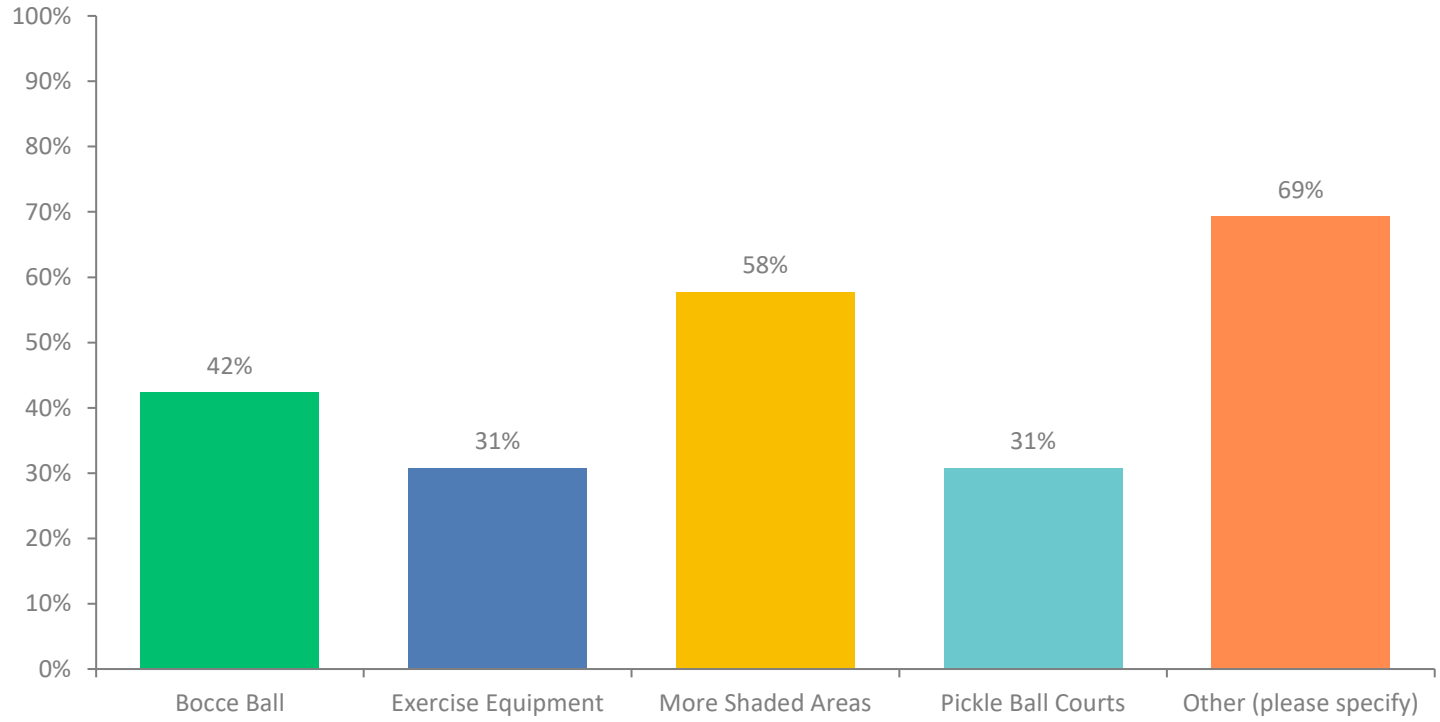
Answered: 25 Skipped: 1



Powered by SurveyMonkey

Q5: What other recreational activities or features would you like to see offered at Memorial Park? Please check all that apply.

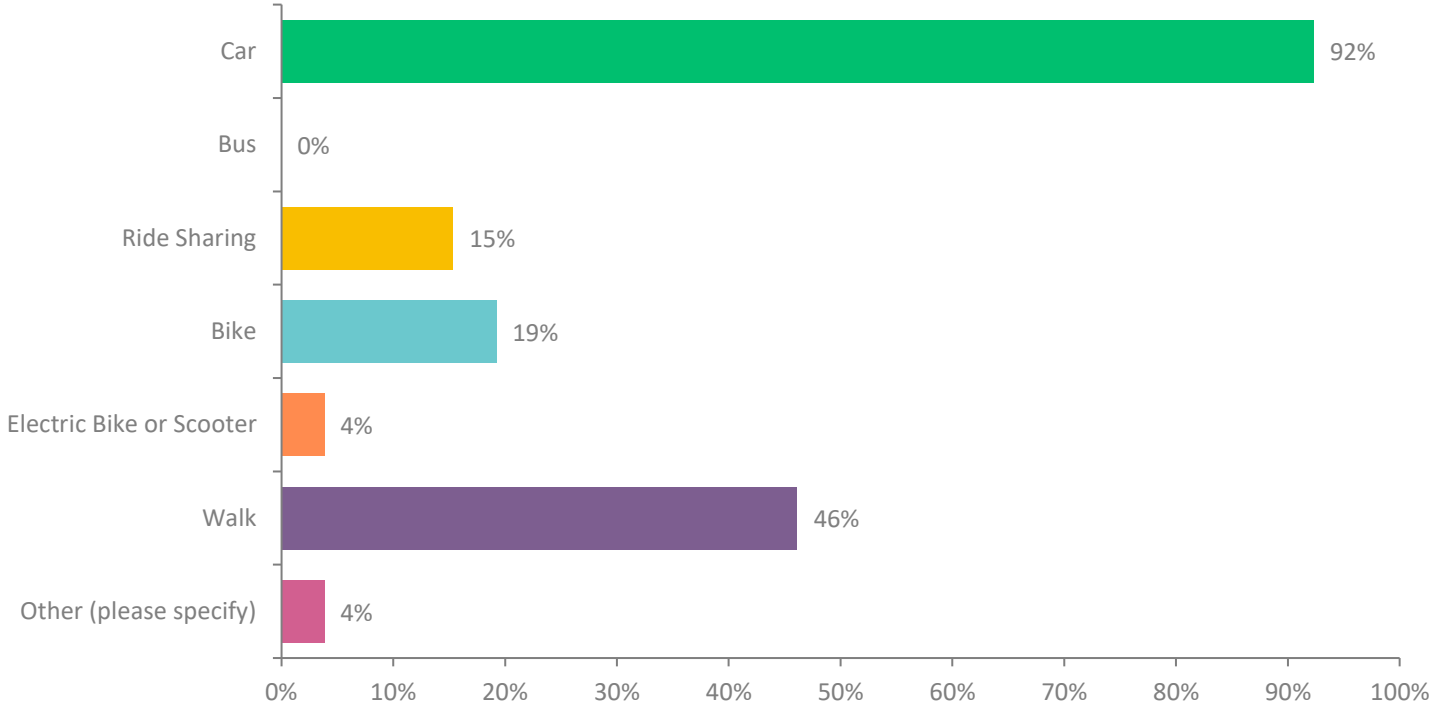
Answered: 26 Skipped: 0



Powered by SurveyMonkey

Q9: What modes of transportation do you use to get to the Park, please check all that apply

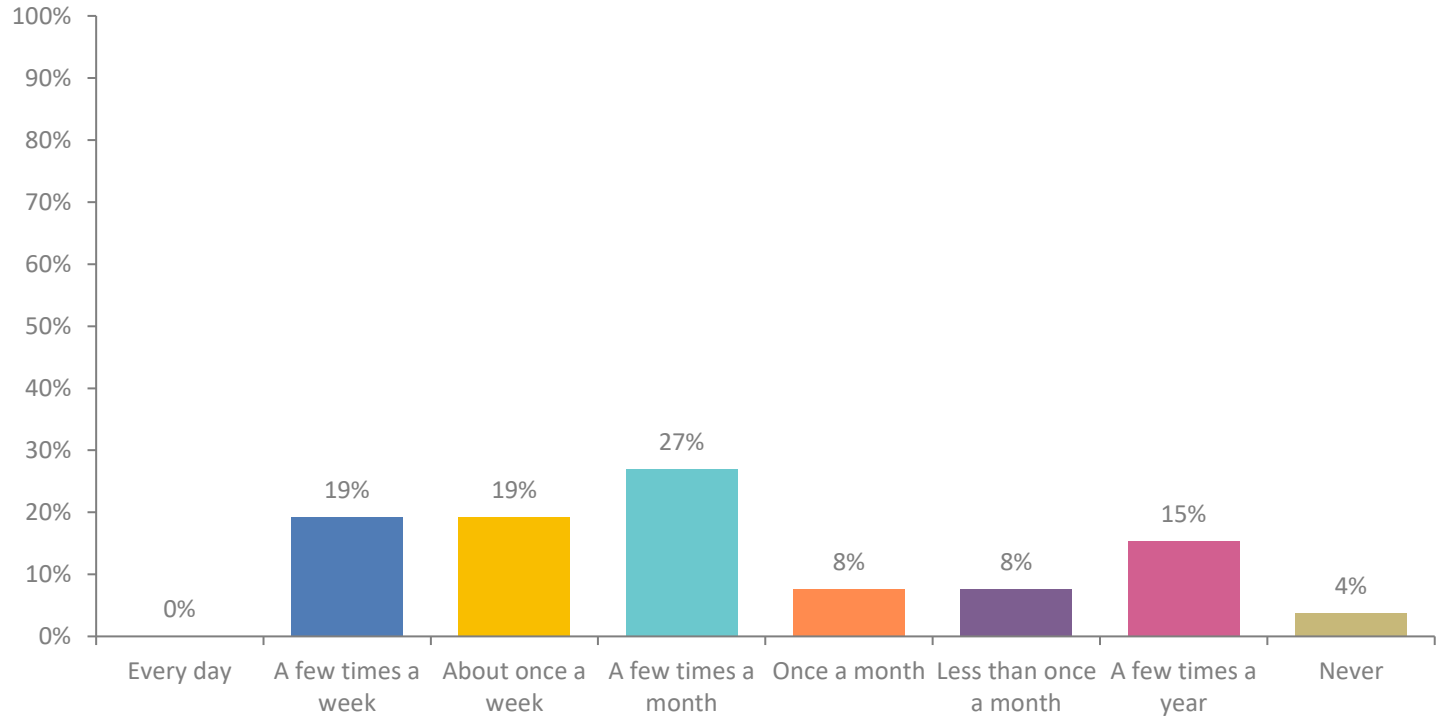
Answered: 26 Skipped: 0



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Q10: On average, how often do you/your family visit Memorial Park?

Answered: 26 Skipped: 0



Powered by SurveyMonkey

Memorial Park Middle & High School Survey

Wednesday, April 10, 2024

Powered by SurveyMonkey

72

Total Responses

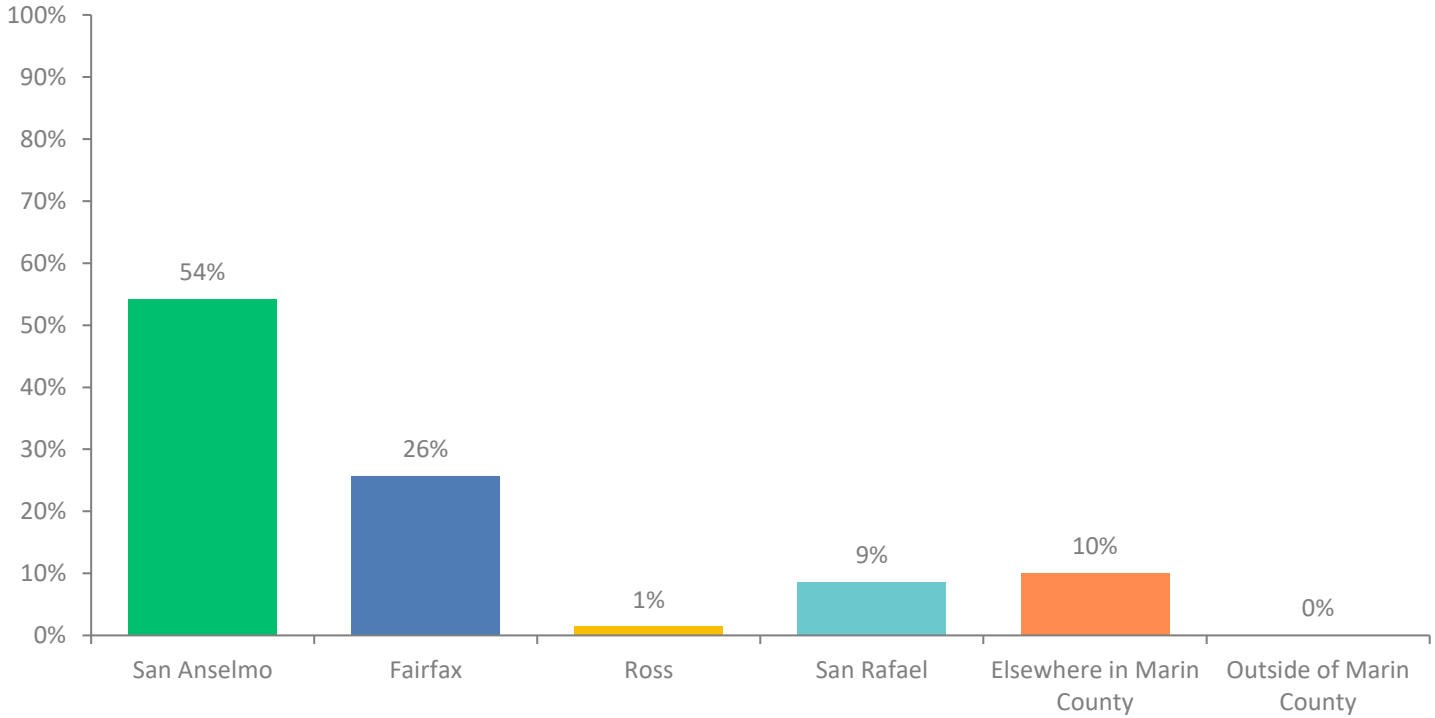
Date Created: Tuesday, March 05, 2024

Complete Responses: 72

Powered by SurveyMonkey

Q1: Where do you live?

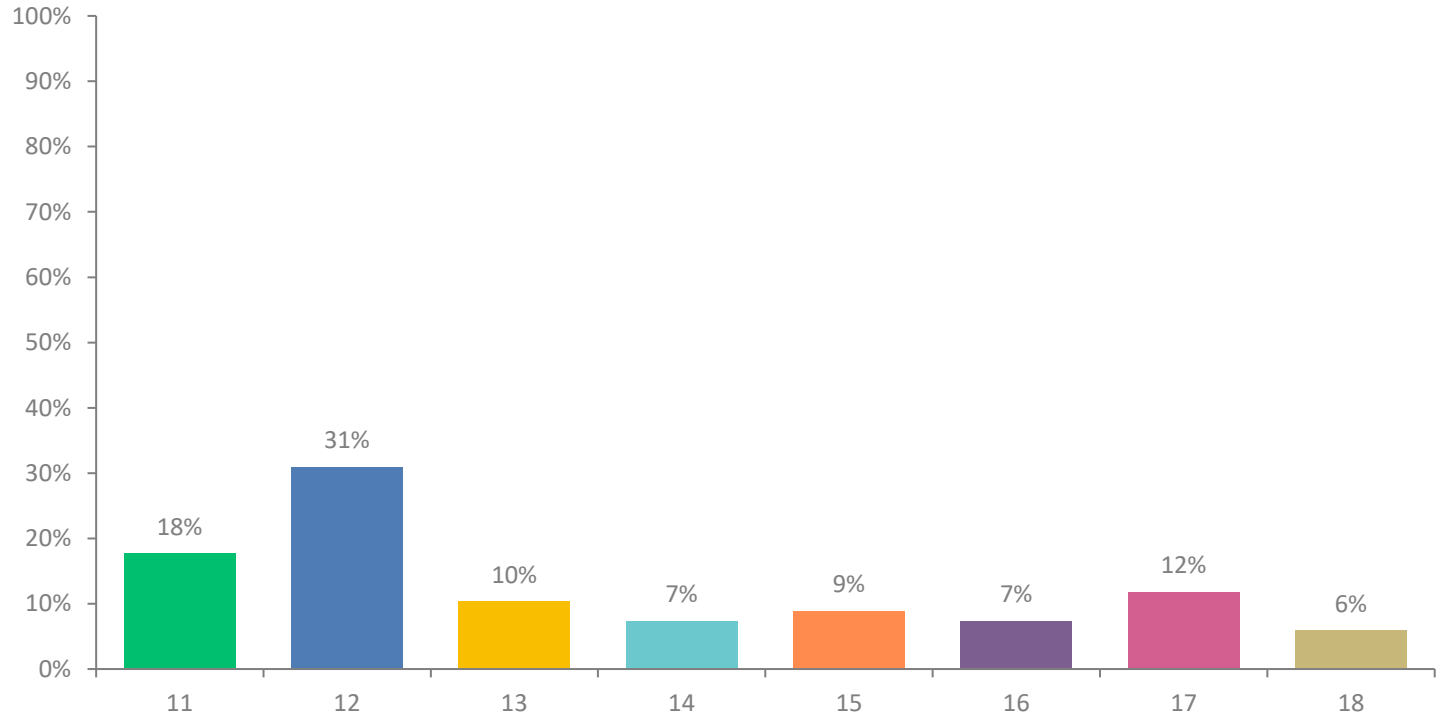
Answered: 70 Skipped: 2



Powered by SurveyMonkey

Q2: What is your current age?

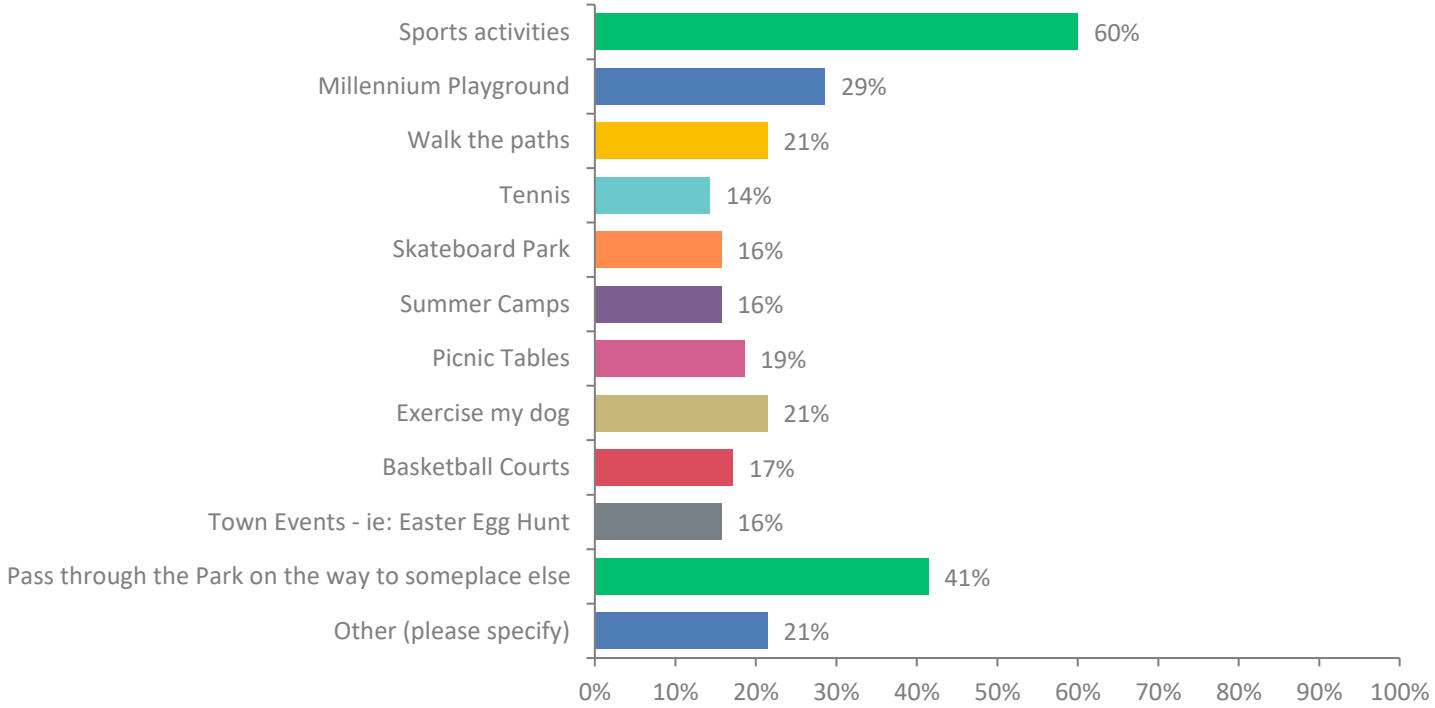
Answered: 68 Skipped: 4



Powered by SurveyMonkey

Q3: What activities and features bring you/your family to Memorial Park? Select all that apply

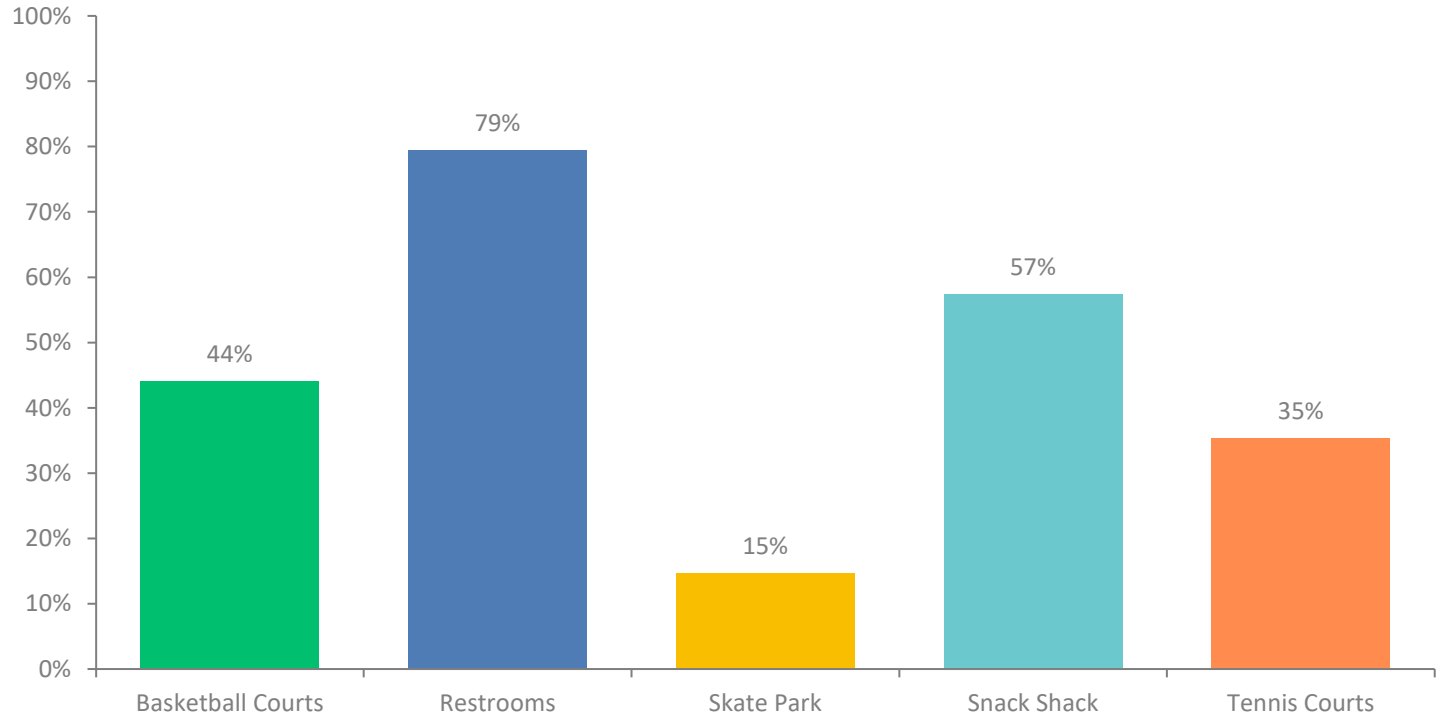
Answered: 70 Skipped: 2



Powered by SurveyMonkey

Q4: For future improvements of current features, what would be the top three areas you would like to see improved (please only check up to 3):

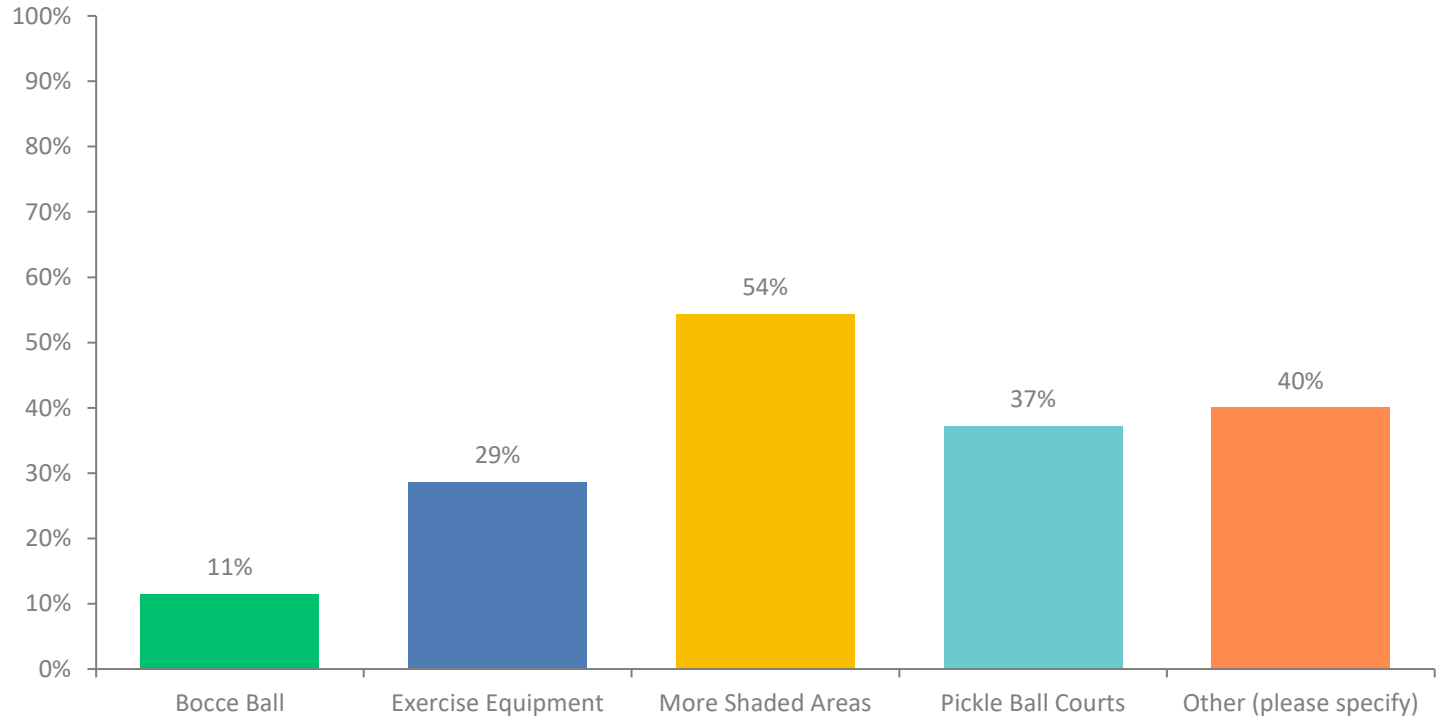
Answered: 68 Skipped: 4



Powered by SurveyMonkey

Q5: What other recreational activities or features would you like to see offered at Memorial Park? Please check all that apply.

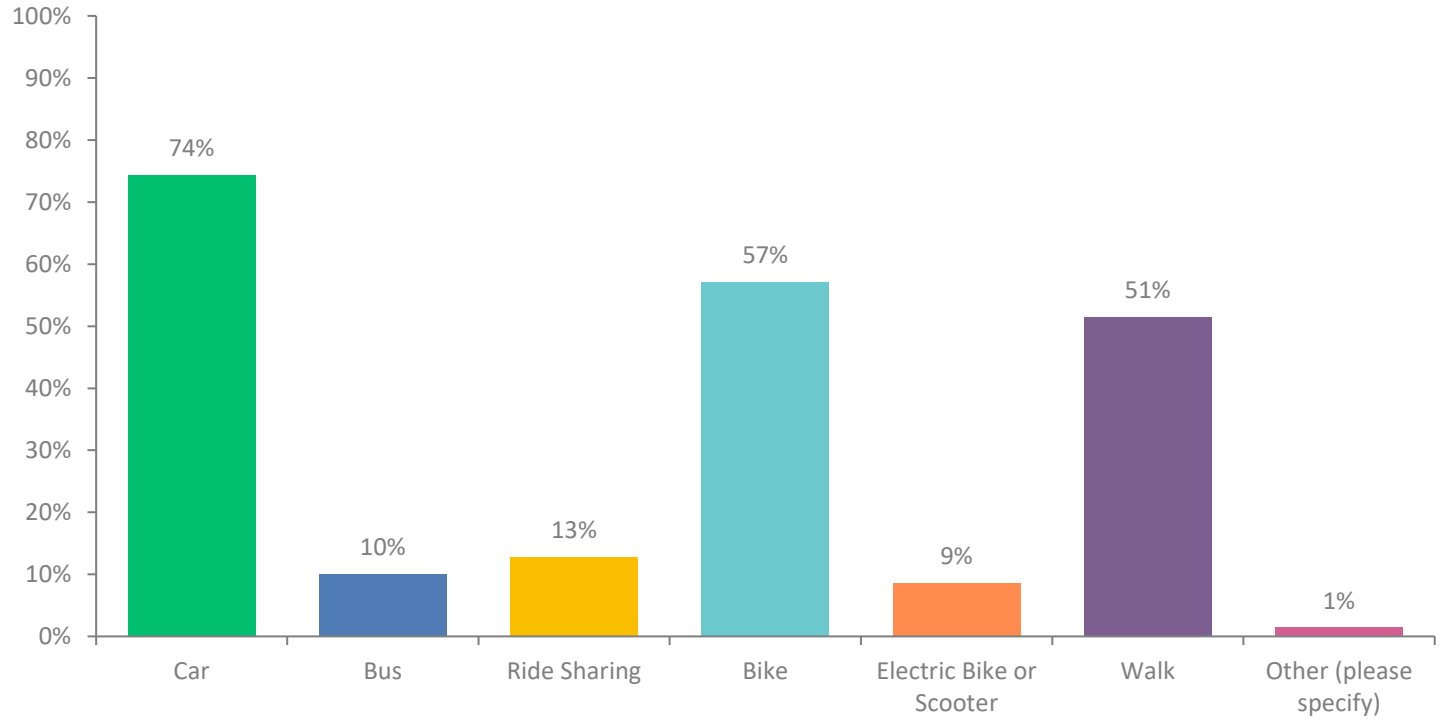
Answered: 70 Skipped: 2



Powered by SurveyMonkey

Q9: What modes of transportation do you use to get to the Park, please check all that apply

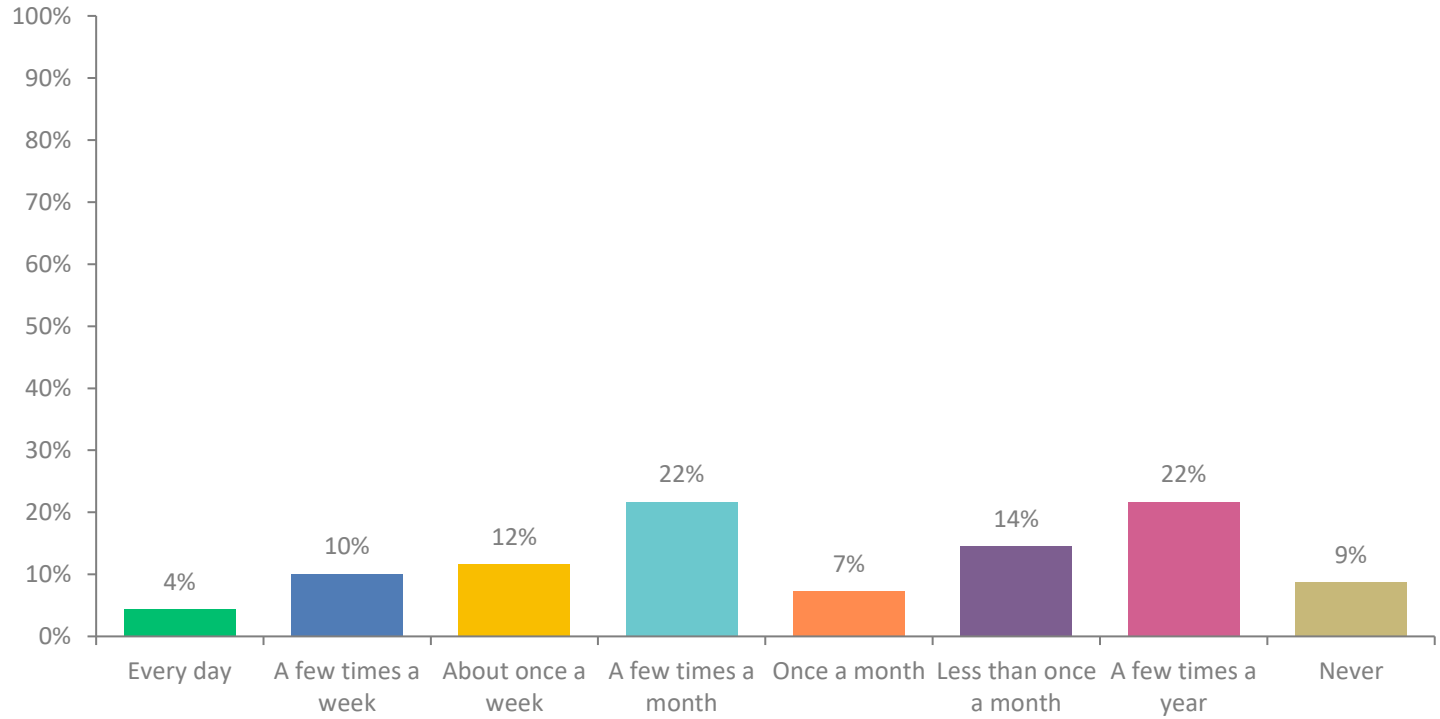
Answered: 70 Skipped: 2



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Q10: On average, how often do you/your family visit Memorial Park?

Answered: 69 Skipped: 3



Powered by SurveyMonkey

PICKLEBALL TRIAL - April 2024

Tuesday, May 07, 2024

Powered by SurveyMonkey

172

Total Responses

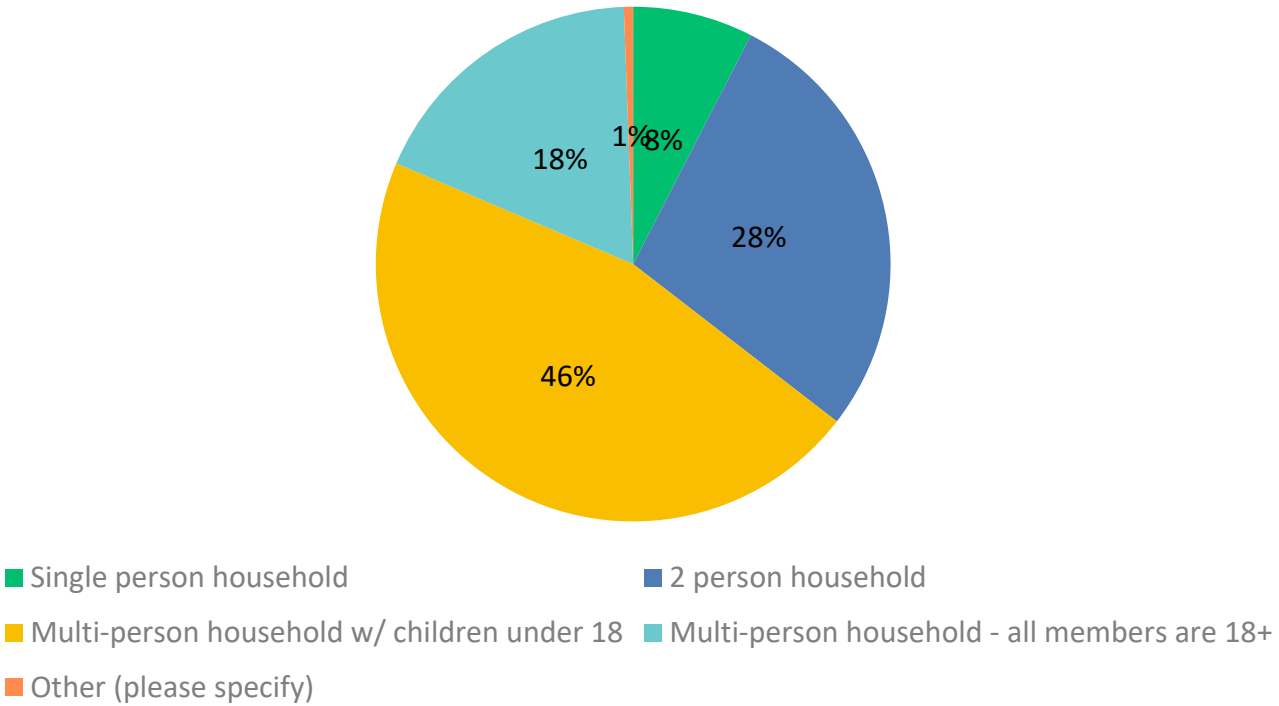
Date Created: Tuesday, March 12, 2024

Complete Responses: 172

Powered by SurveyMonkey

Q1: Please identify the option that best describes your household

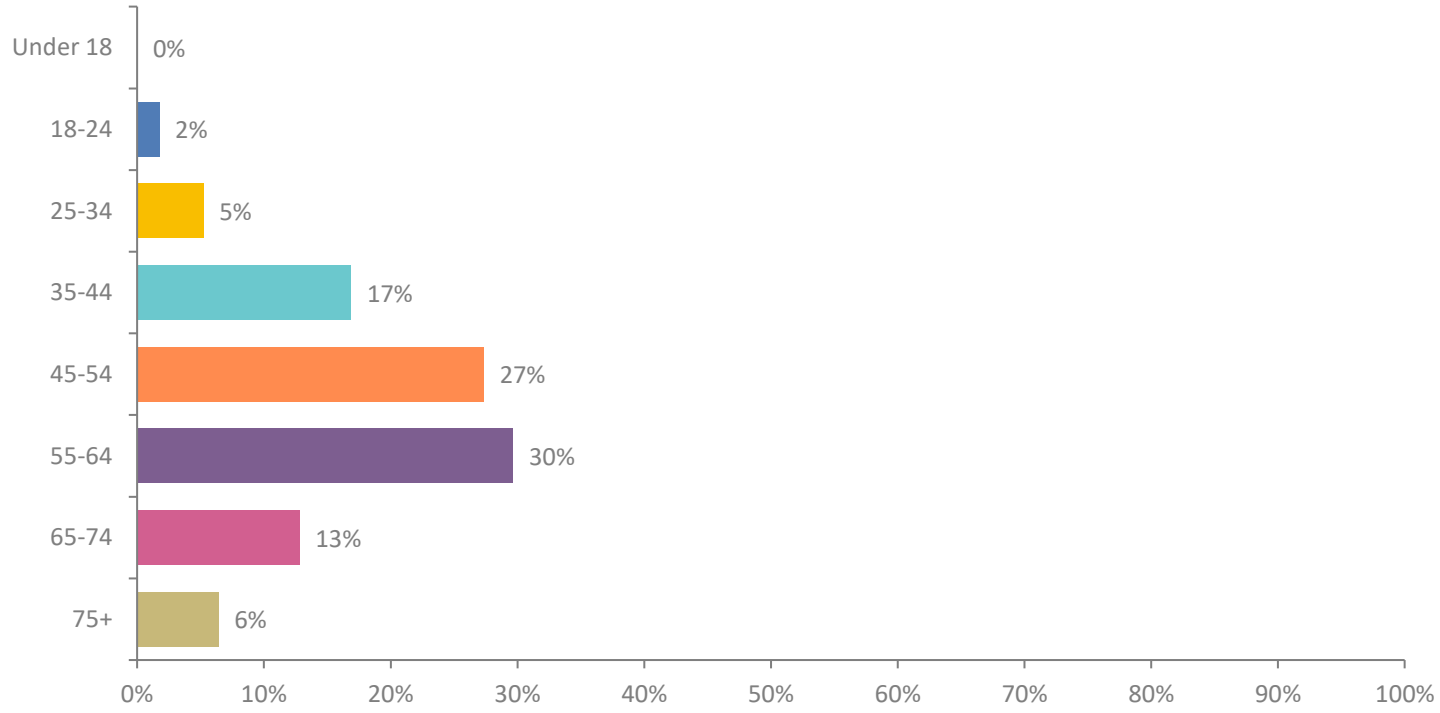
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q2: Please select the appropriate age range for yourself

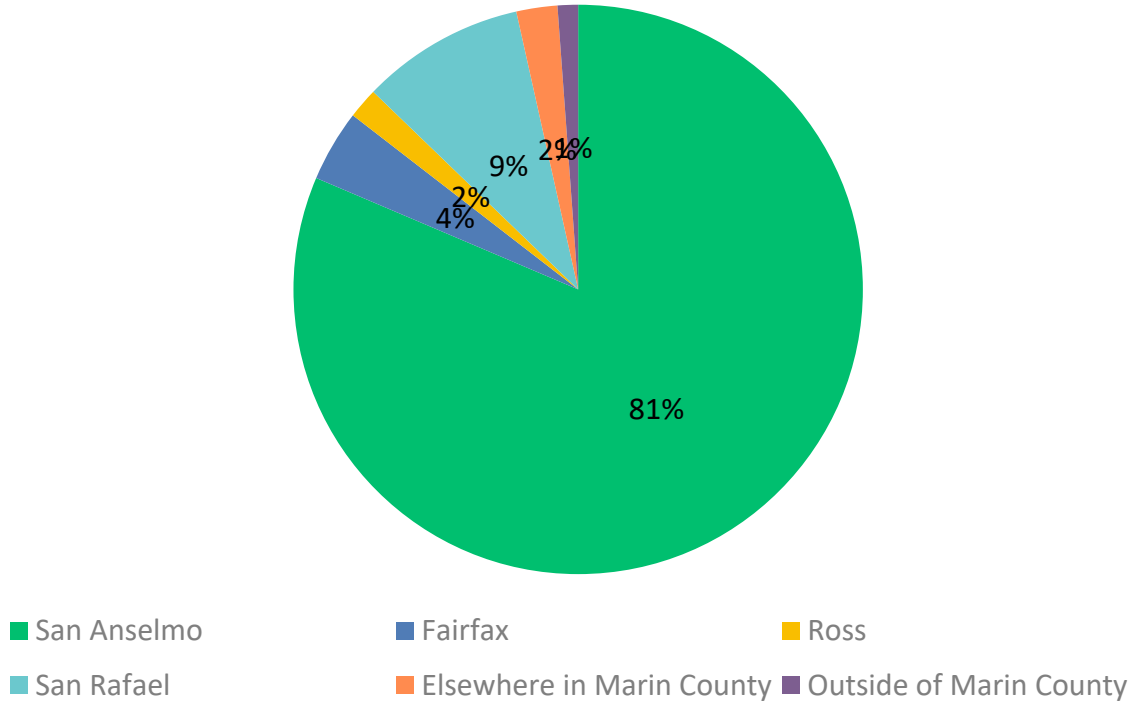
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q3: Where do you live?

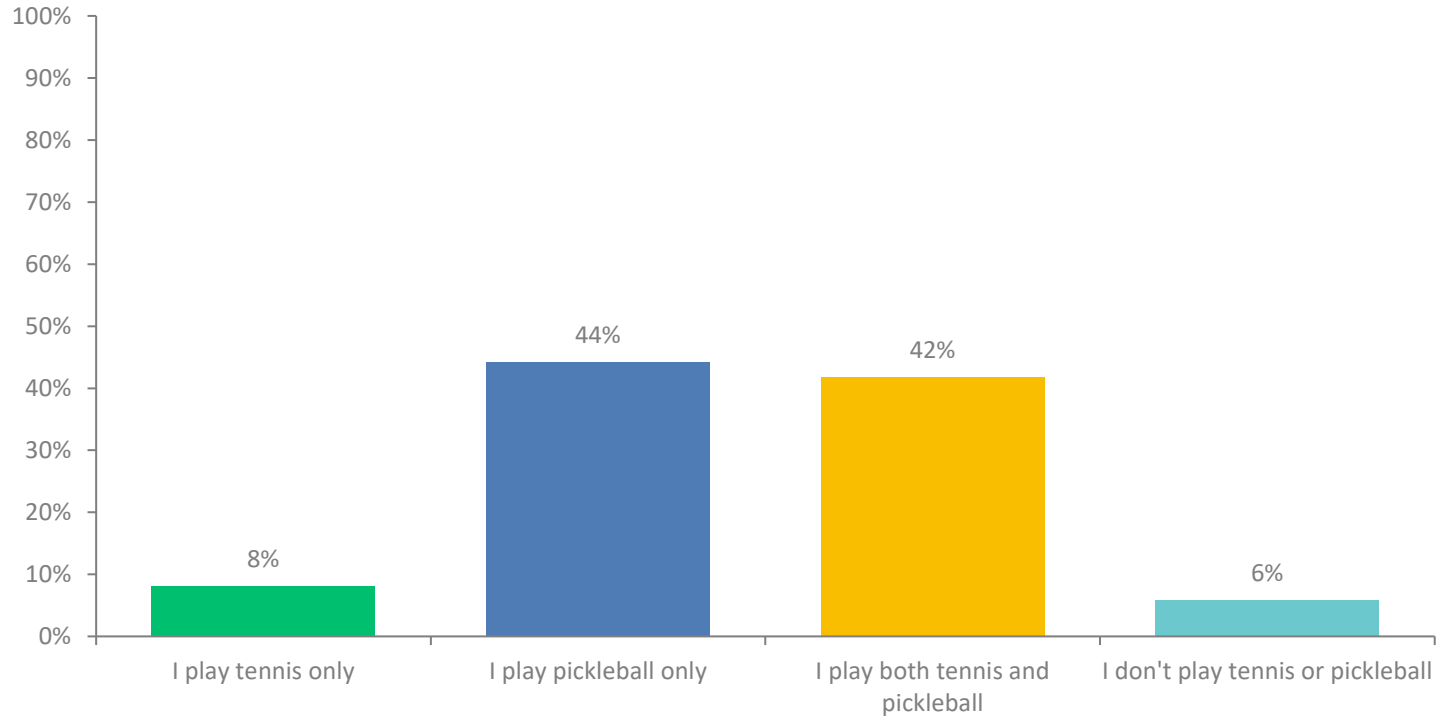
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q4: Select the answer that best describes you

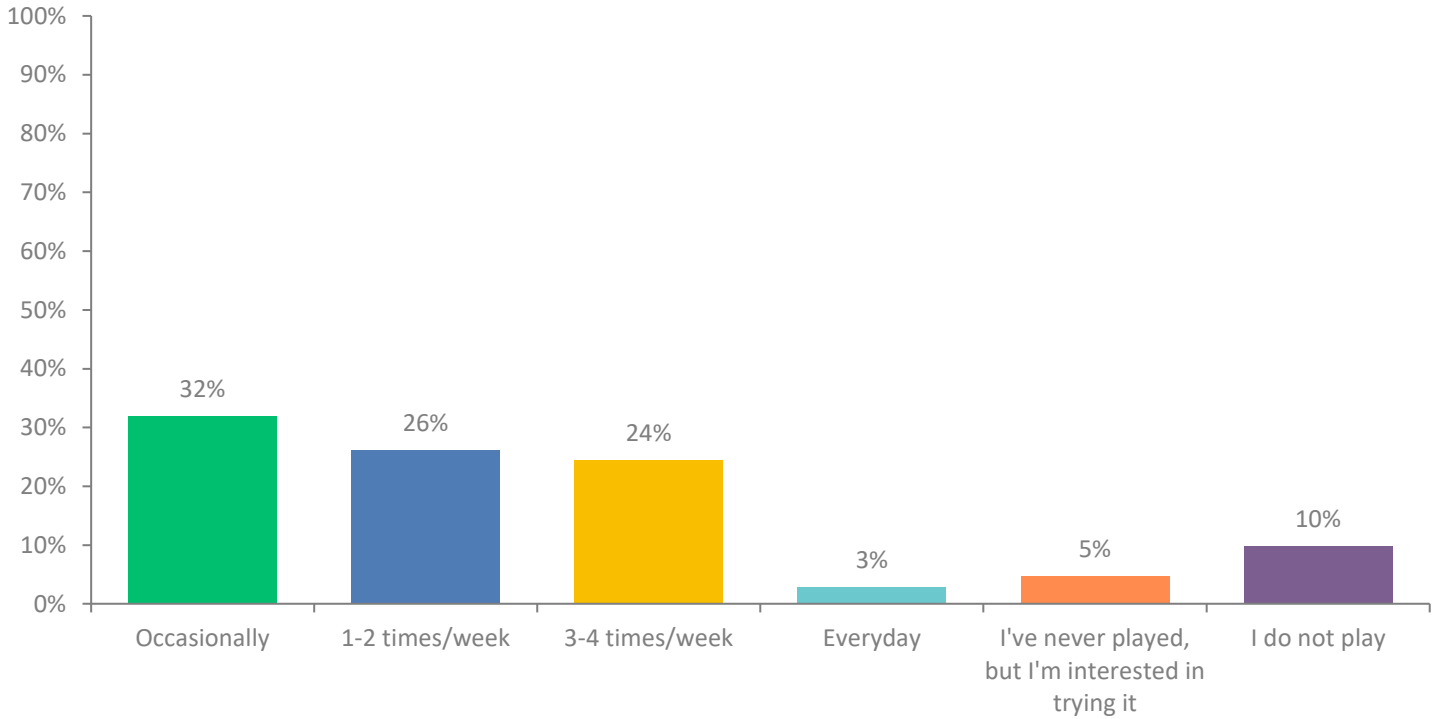
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q5: If you play pickleball, how often do you play?

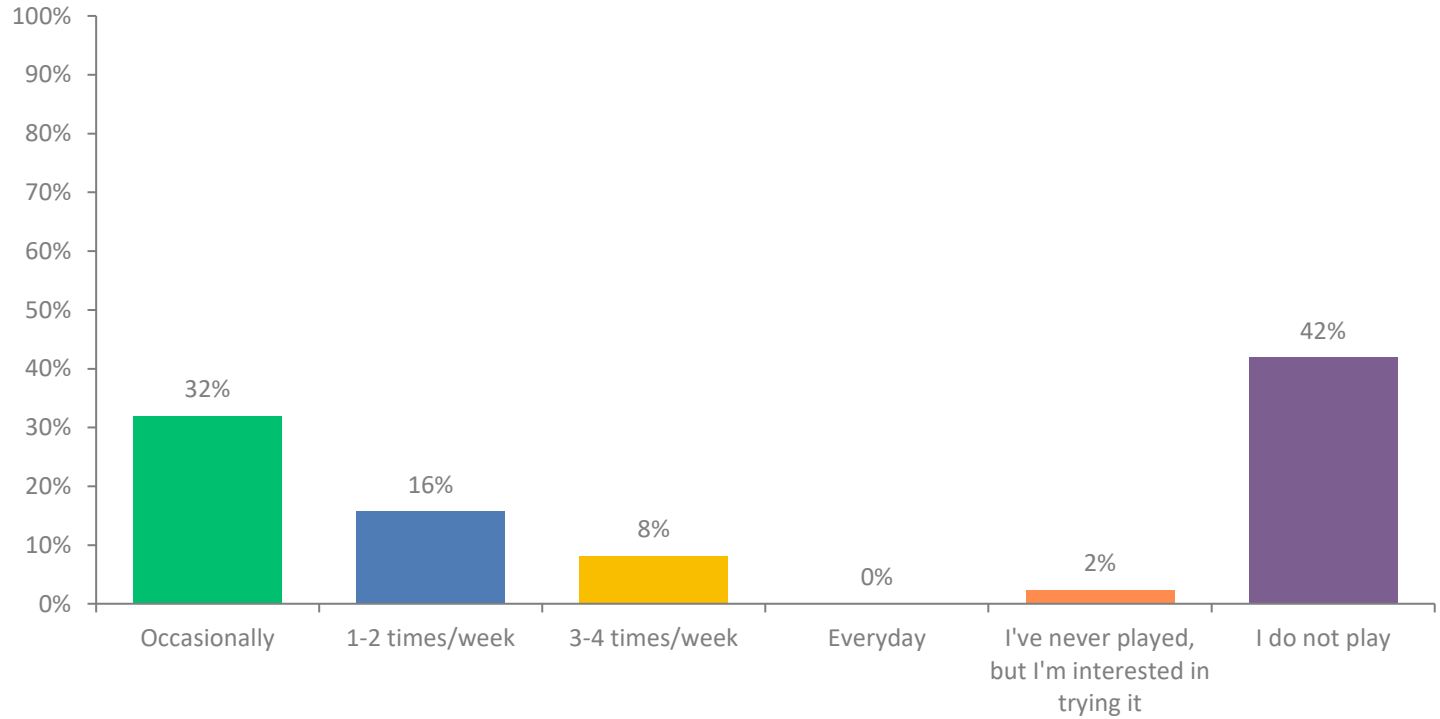
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q6: If you play tennis, please indicate how often you play?

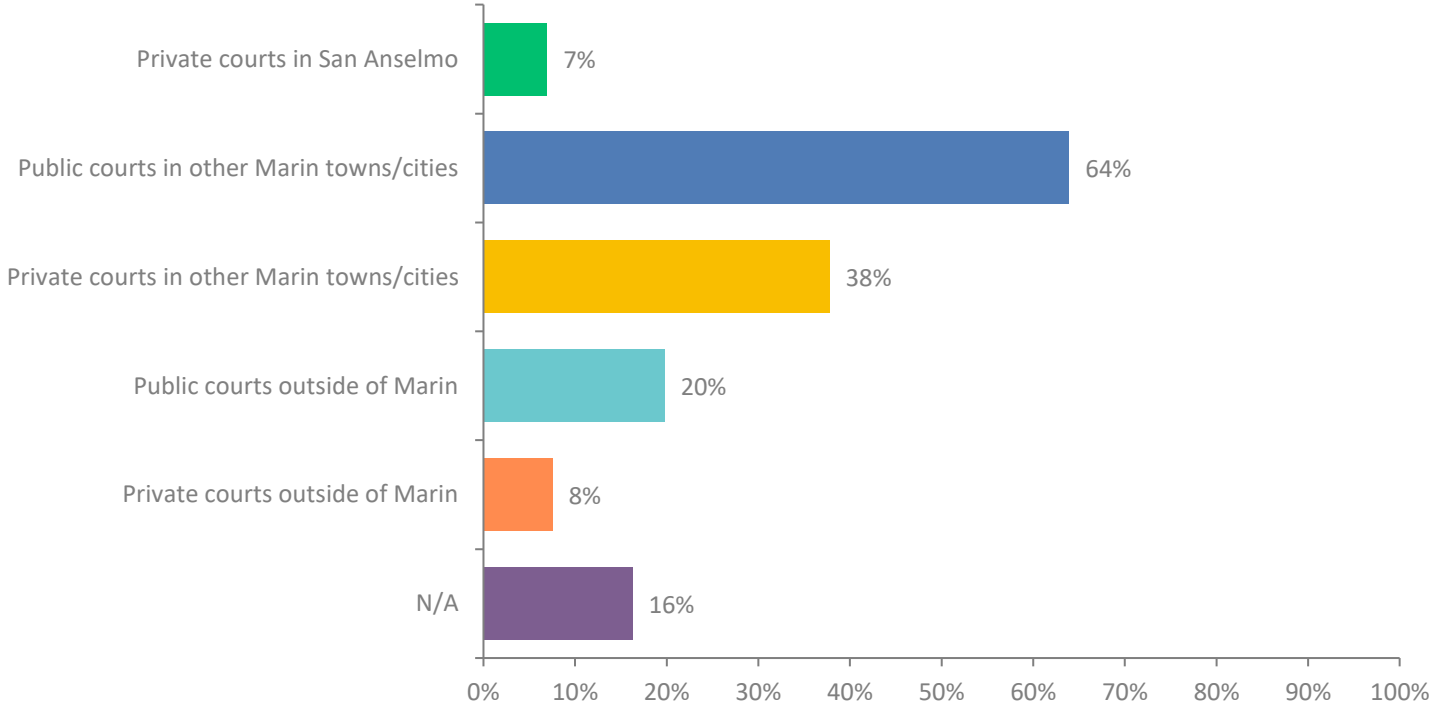
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q7: When you play pickleball, where do you play? (check all that apply)

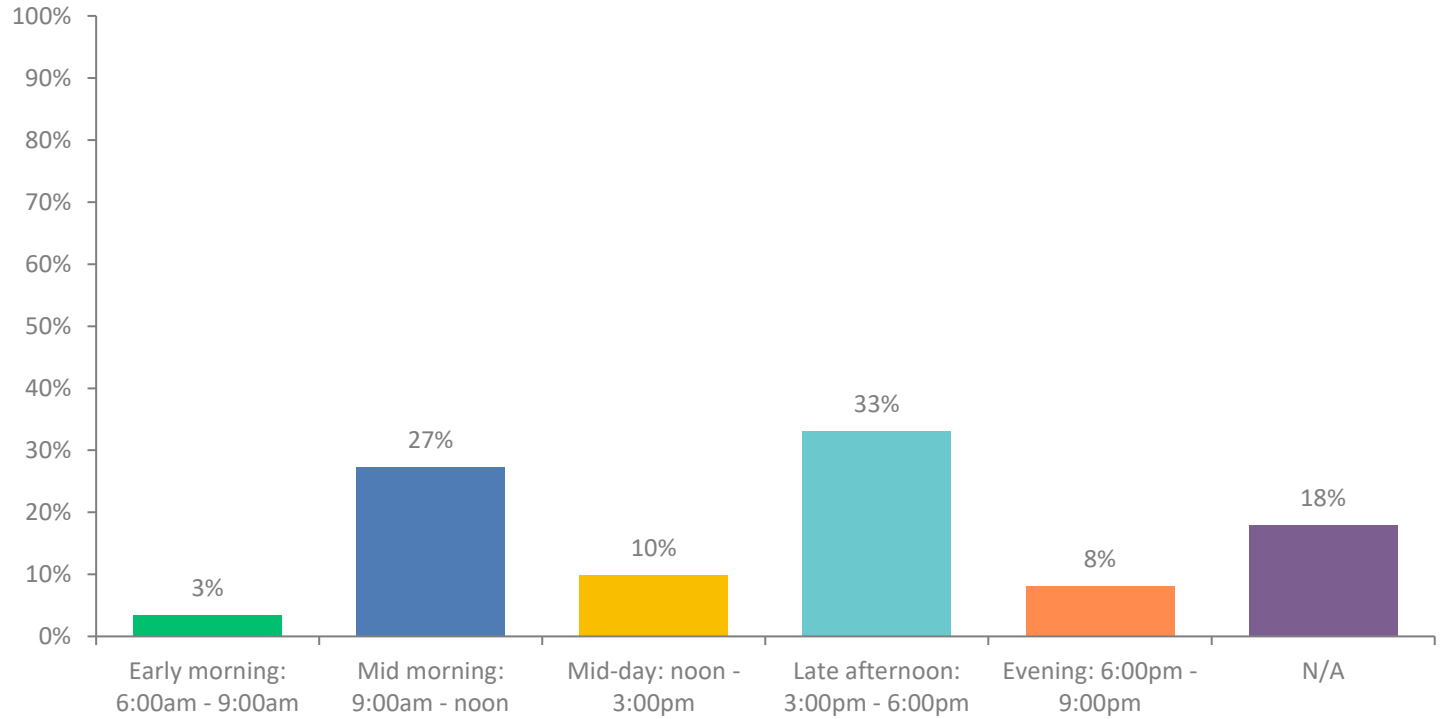
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q8: What times of day do you most often play pickleball?

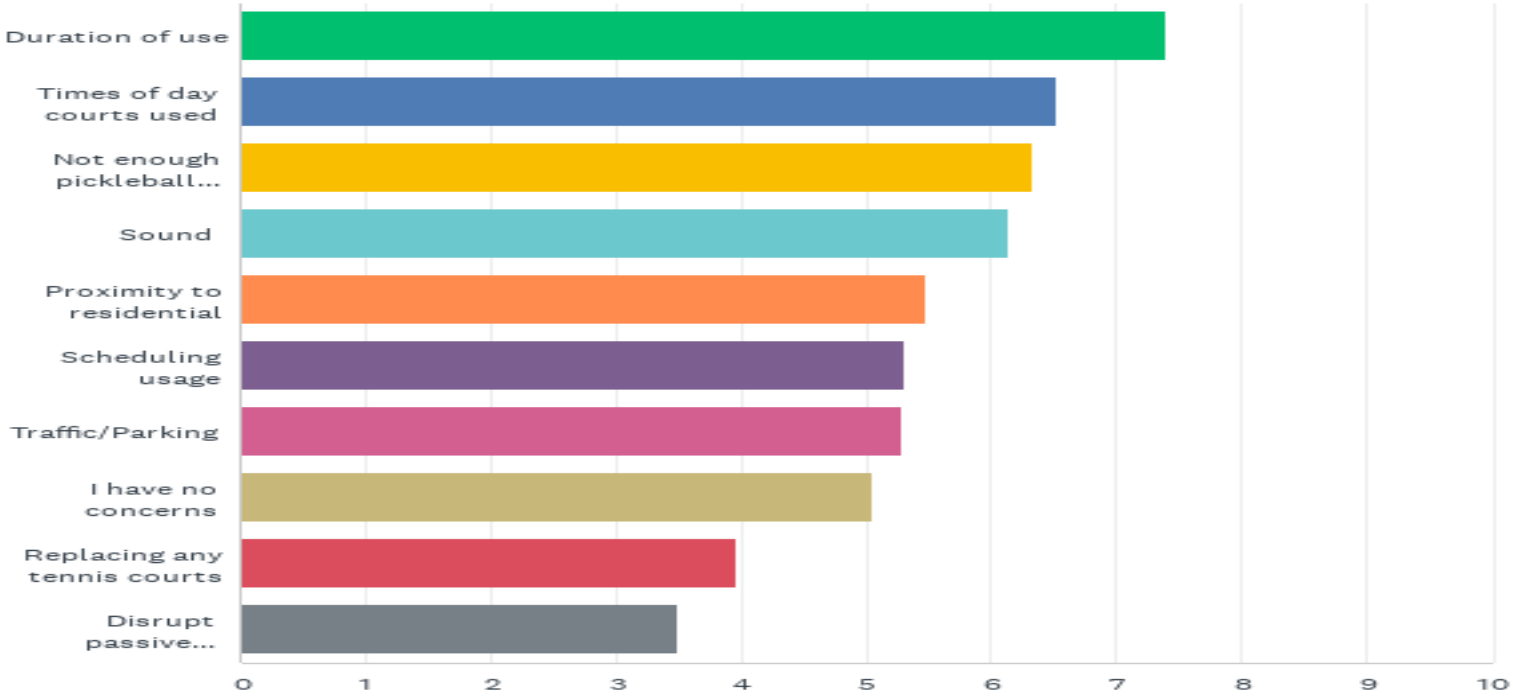
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q9: Please rank your overall concerns with pickleball courts (1 being highest concern)

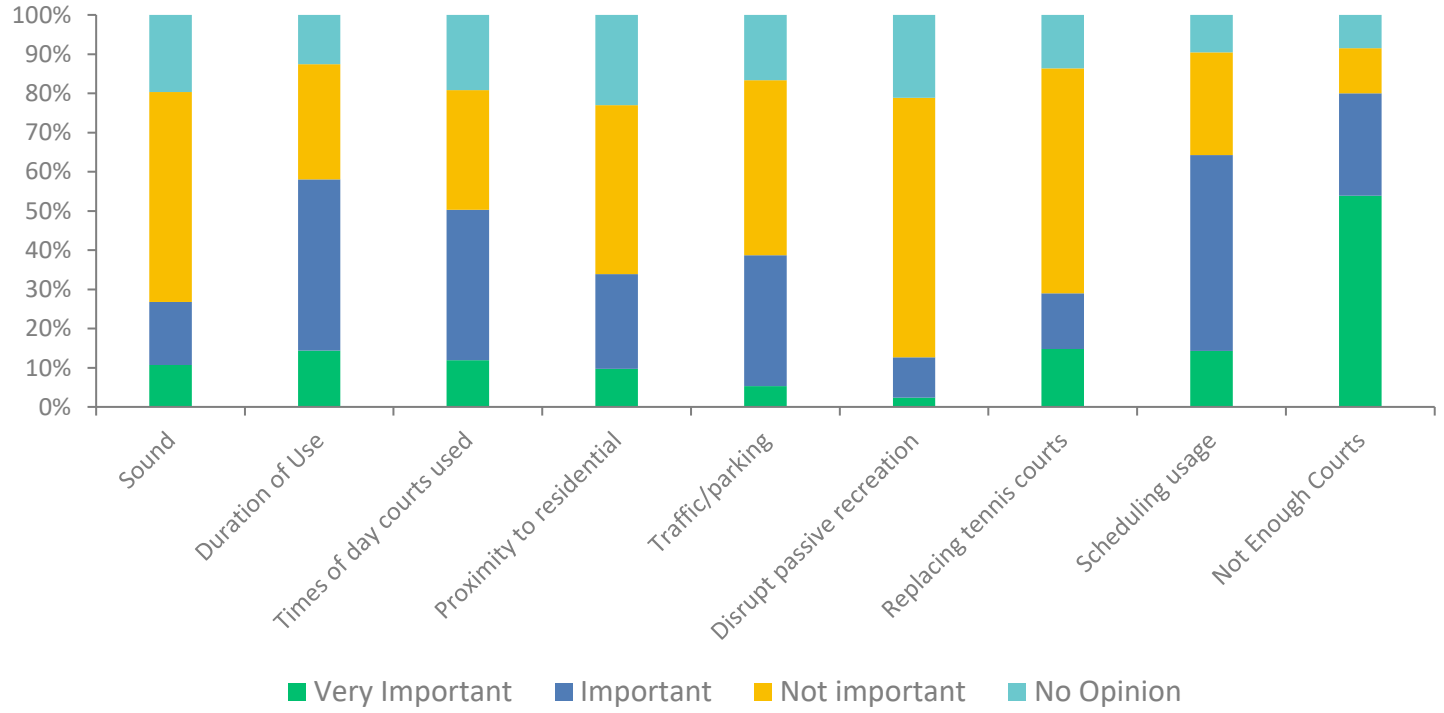
Answered: 169 Skipped: 3



Powered by SurveyMonkey

Q10: How important are the following concerns about pickleball courts to you?

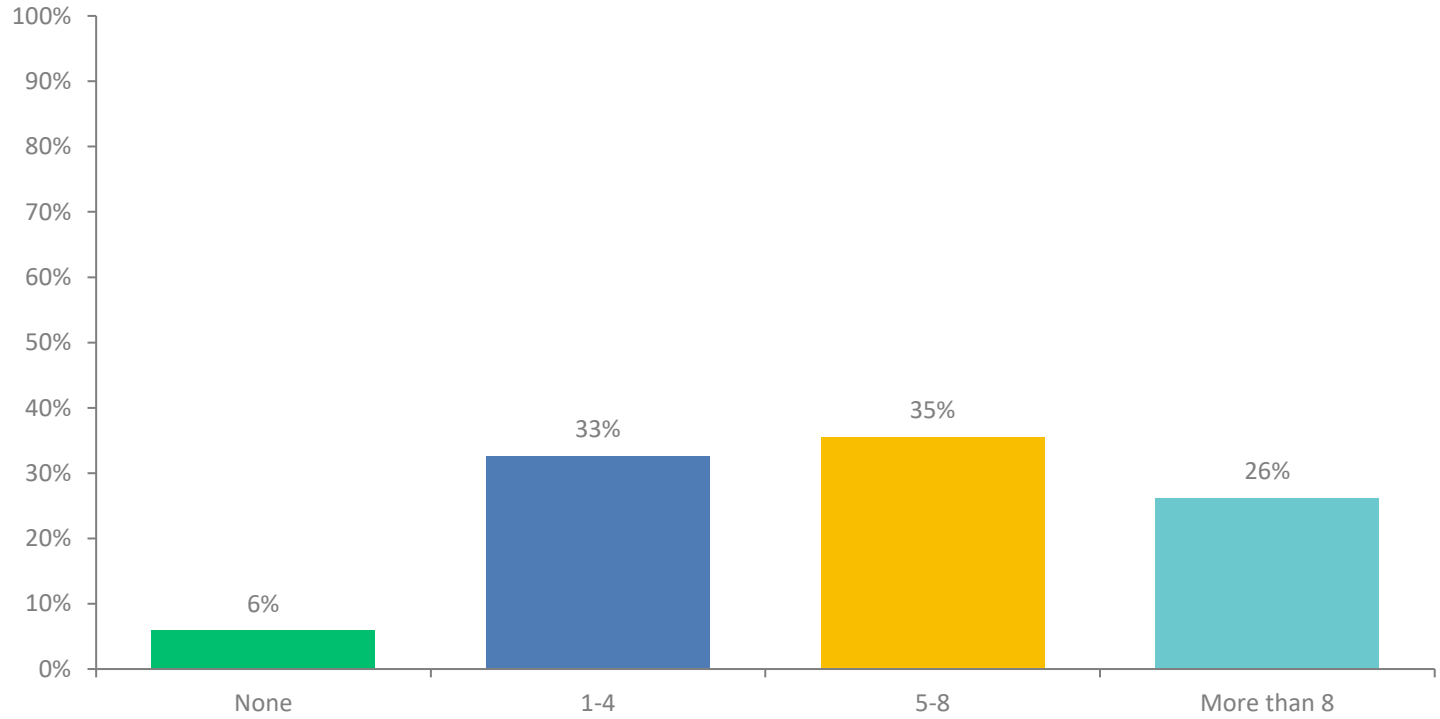
Answered: 169 Skipped: 3



Powered by SurveyMonkey

Q11: How many pickleball courts do you think San Anselmo should have?

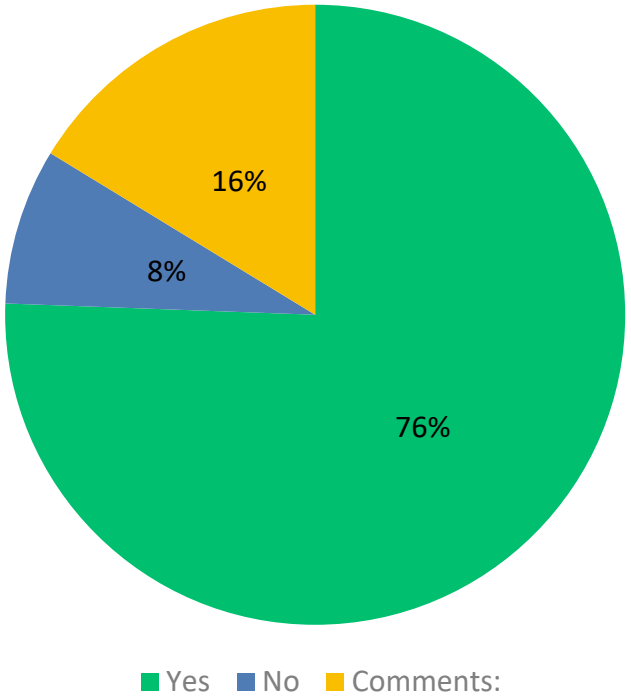
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q12: Do you think Memorial Park should have pickleball?

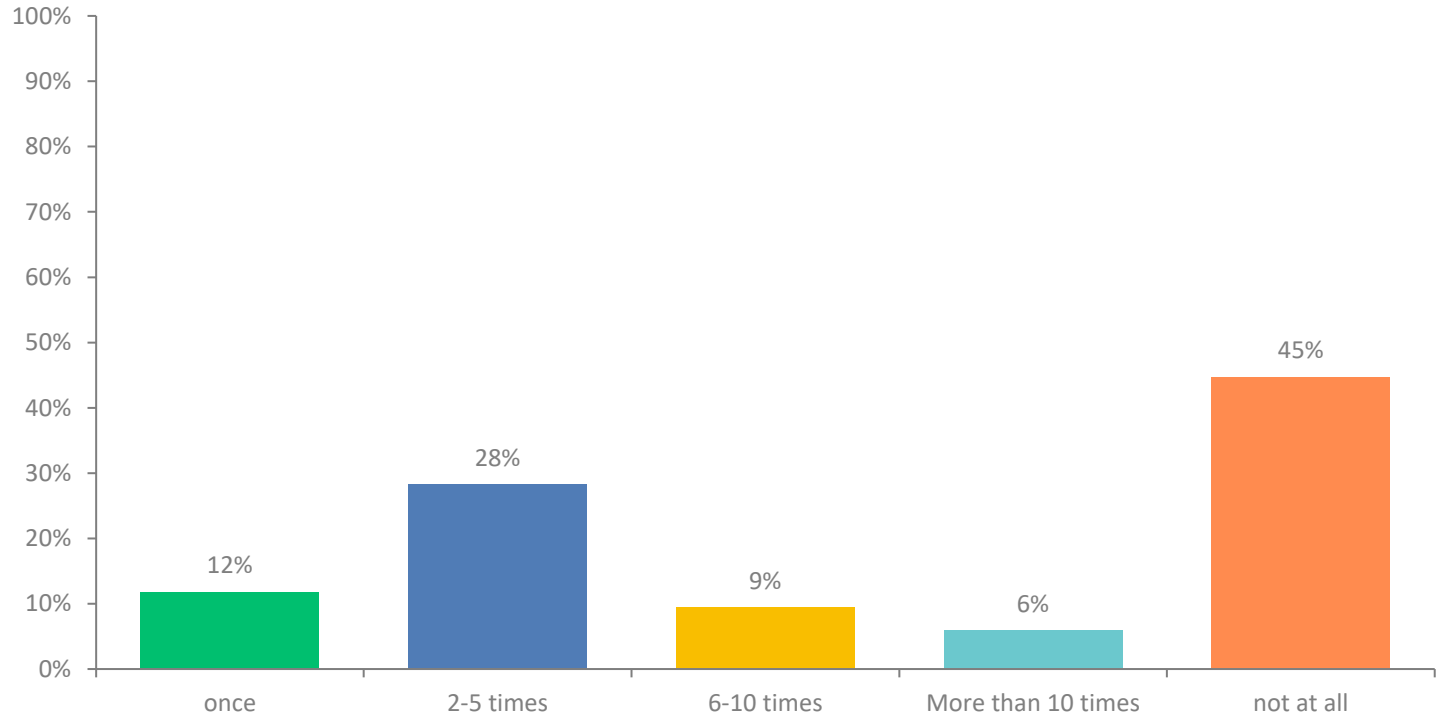
Answered: 172 Skipped: 0



Powered by SurveyMonkey

Q13: How often have you played pickleball on these San Anselmo temporary courts during this pilot program?

Answered: 170 Skipped: 2



Powered by SurveyMonkey

MEMORIAL PARK MASTER PLAN DRAFT AMENDMENTS

Background

- In 2018, the Town Council adopted a long-term Master Plan for Memorial Park.
- This process included a series of public meetings designed to engage the public to help create a vision for how the park could be improved.

Completed Park Improvements

Memorial Park will turn 100 years old in 2026 and the Town has repaired many components of the park:

- Replacement of the Athletic Fields
- Rehabilitation of the Playgrounds and Skatepark
- Widening of the Path to accommodate Bicyclists and Pedestrians
- Repaired the dilapidated Parking Lot and bringing it up to State code requirements for accessibility while installing new sidewalks, stormwater bioretention and purple pipe for future grey or black water

Memorial Park Master Plan Review Committee

- January 23, 2024-Town Council approved the review of the adopted 2018 long term Master Plan for Memorial Park by the Memorial Park Master Plan Review Committee (MPMPRC).
- The MPMPRC consists of two Councilmembers, three Parks & Recreation Commissioners and staff.
- The focus of the review is on the south side of the park.

2018 Master Plan

The 2018 approved Master Plan for the south side of the park includes:

- **Replacing the four existing Tennis Courts adjacent to Sunny Hills Drive**
- **Adding a Drop-Off/Pick-Up Zone**
- **Relocating the Skate Park**
- **Adding Picnic Areas**
- **Adding a Concession Building and Restrooms**

Community Engagement

- Two community meetings were held on March 9, 2024, and March 23, 2024, in the Vista Room at ICC.
- February 2024, the Town conducted a survey and received feedback from over 700 participants, including youth.
- April 2024 the Town conducted a survey as part of a pickle ball trial and received feedback from 170 participants.

Community Feedback

- Drop-Off/Pick-Up Zone
- Concession Stand and Restrooms
- Multi-Use Sports Courts
- Tennis and Pickle Ball Courts
- Picnic Areas/Seating Areas
- Relocated Skate Park

Additional Elements

- Quiet Zone
- Outdoor Fitness Area(s)
- Entry Plaza and Signage
- ADA Access
- Fencing
- Promenade Trees that will provide Shaded Areas and Landscaping

Cost Estimates

- Cost estimate - $4,451,630
- These are approximate cost estimates for construction and do not include design or construction management. Design costs are generally 8-10% of construction costs and construction management costs are generally 5-10% of construction costs.
- Additional costs for accessibility and other code required upgrades are unknown in the absence of a defined plan but are an important part of any Town project to bring things up to current code.

Fiscal Impact

- There are only minimal funds set aside for improvements to the south side of park through the countywide parks tax, Measure A.
- Improving any of the individual components in need of replacement or repair would exceed any available funds and would require a fundraising effort of some kind.

Proposed Amendments

- May 29, 2024 - the Parks and Recreation discussed the proposed Memorial Park Master Plan amendments at length. After considering the feedback from our community and the Town they recommended the attached amended Master Plan to Town Council.

Proposed Amendments



MEMORIAL PARK MASTER PLAN DRAFT AMENDMENTS

Background

- In 2018, the Town Council adopted a long-term Master Plan for Memorial Park.
- This process included a series of public meetings designed to engage the public to help create a vision for how the park could be improved.

Completed Park Improvements

Memorial Park will turn 100 years old in 2026 and the Town has repaired many components of the park:

- Replacement of the Athletic Fields
- Rehabilitation of the Playgrounds and Skatepark
- Widening of the Path to accommodate Bicyclists and Pedestrians
- Repaired the dilapidated Parking Lot and bringing it up to State code requirements for accessibility while installing new sidewalks, stormwater bioretention and purple pipe for future grey or black water

Memorial Park Master Plan Review Committee

- January 23, 2024-Town Council approved the review of the adopted 2018 long term Master Plan for Memorial Park by the Memorial Park Master Plan Review Committee (MPMPRC).
- The MPMPRC consists of two Councilmembers, three Parks & Recreation Commissioners and staff.
- The focus of the review is on the south side of the park.

2018 Master Plan

The 2018 approved Master Plan for the south side of the park includes:

- Replacing the four existing Tennis Courts adjacent to Sunny Hills Drive
- Adding a Drop-Off/Pick-Up Zone
- Relocating the Skate Park
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INTEGRA PLANNING+ LANDSCAPE ARCHITECTURE

PRELIMINARY CONCEPT PLAN

MEMORIAL PARK MASTER PLAN

1000 SIR FRANCIS DRAKE BOULEVARD, SAN ANSELMO, CALIFORNIA

TOWN OF SAN ANSELMO

TOWN OF SAN ANSELMO EST. 1907

GRAPHIC SCALE

DATE: 05/23/2024
SHEET NUMBER: L-1 OF 1
PROJECT NUMBER: 24-017.01


Tennis & Pickleball Courts







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Questions?

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INTEGRA PLANNING+ LANDSCAPE ARCHITECTURE

PRELIMINARY CONCEPT PLAN

MEMORIAL PARK MASTER PLAN

1000 SIR FRANCIS DRAKE BOULEVARD, SAN ANSELMO, CALIFORNIA

TOWN OF SAN ANSELMO

TOWN OF SAN ANSELMO EST. 1907

GRAPHIC SCALE

DATE: 05/23/2024
SHEET NUMBER: L- 1 OF 1
PROJECT NUMBER: 24-017.01


Tennis & Pickleball Courts







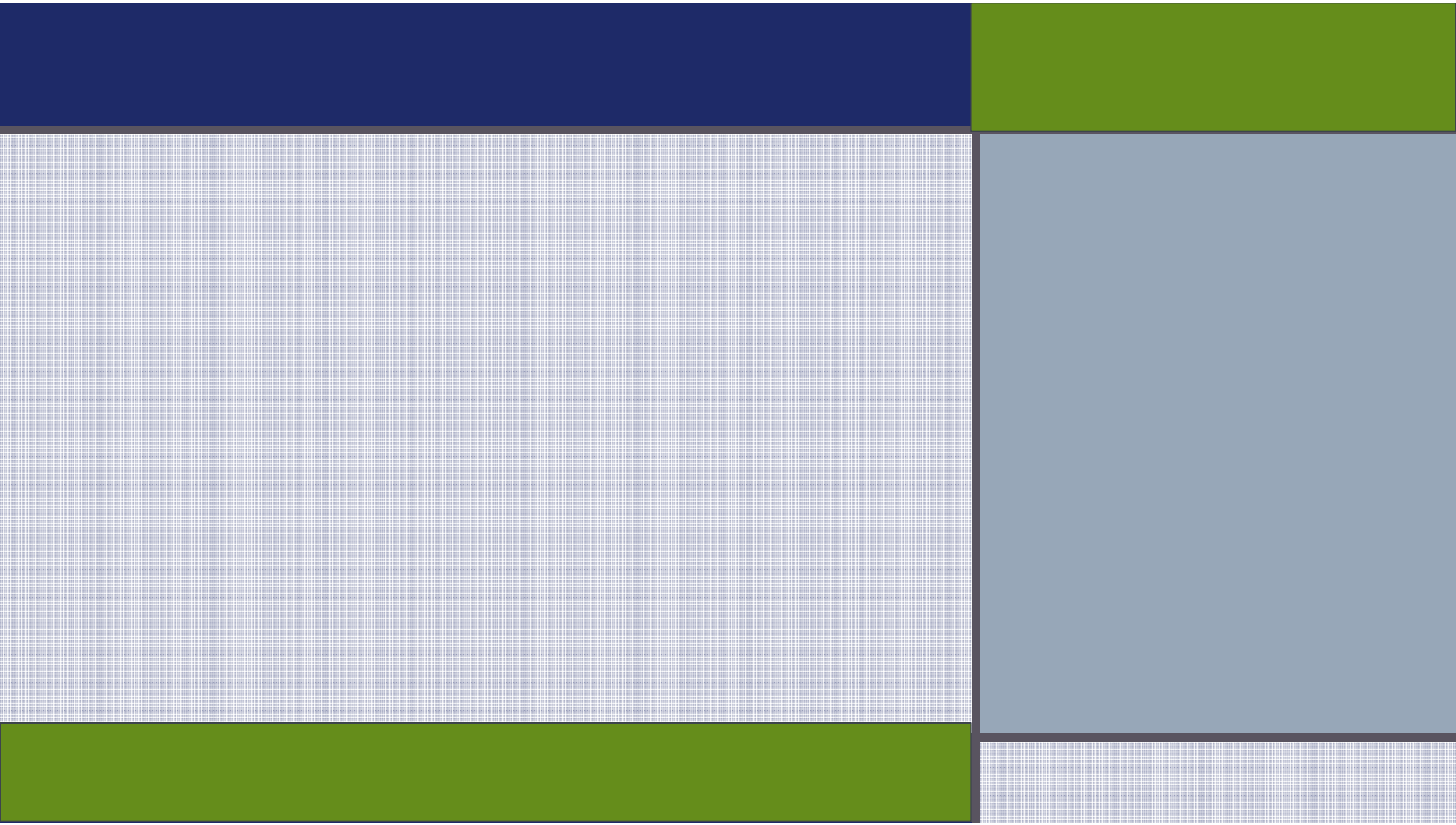
Cost Estimates

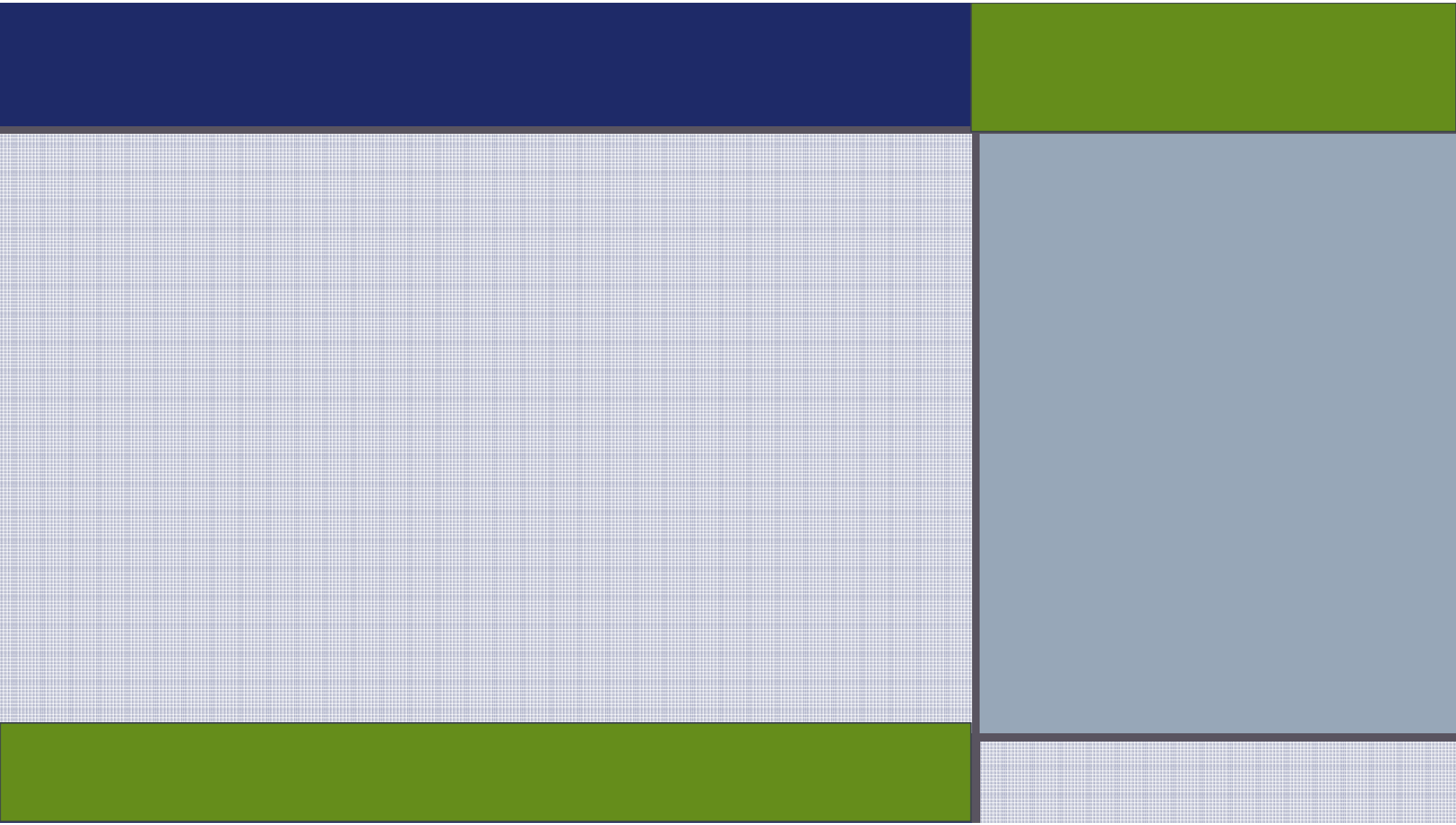
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Questions?







INTEGRA
PLANNING+
LANDSCAPE
ARCHITECTURE

OPTION 2
PRELIMINARY CONCEPT PLAN
MEMORIAL PARK MASTER PLAN
1000 SIR FRANCIS DRAKE BOULEVARD, SAN ANSELMO, CALIFORNIA
TOWN OF SAN ANSELMO

TOWN OF SAN ANSELMO
EST. 1907

GRAPHIC SCALE

DATE: 05/23/2024
SHEET NUMBER: L-2 OF 2
PROJECT NUMBER: 24-017.01

New plans for park

Peggy Cope <pbcope@mac.com>

Tue 6/11/2024 9:56 AM

To:Town Council <towncouncil@townofsananselmo.org>

CAUTION: External Sender

Hi there,
I've been resident of Anselmo for nearly 30 years and absolutely love the many upgrades Memorial Park has taken throughout the years. I know that there are a lot of continued modifications and upgrades being discussed, but I do hope that the skate park remains at some capacity. Our youth need a place to go desperately and the skate park gives them that opportunity. I wish it was somehow a bit cleaner down there as far as behavior, but that's no reason to take it away. I hope you will consider this at tonight's meeting. Thank you. ,
Peggy Cope
11 Longview Ave, San Anselmo

Memorial park plan

mark graham <gamedayg27@gmail.com>

Tue 6/11/2024 12:03 PM

To:Town Council <towncouncil@townofsananselmo.org>

CAUTION: External Sender

Hi San Anselmo Town Council,

I wanted to write in to show my support for the Memorial Park plan you will be talking about tonight. I went to White Hill and Drake and played team sports all through my school years and was on the Drake Varsity Baseball team.

Even though I was heavily involved in my team sports I was so lucky to have the skatepark as a great outlet when I was young as I skated as a free sport all the time. I started skating very young and kept skating through about my 2nd year of high school and only stopped because I had to stay injury free for baseball. But I loved it and I loved all the great friends I met and how we all learned tricks from each other. It was just a lot of fun to look forward to. I even went to skate camp with a lot of my skate friends from Memorial Park. We needed that park bad as that area was awful before the park went in.

I urge you to keep the skatepark alive for kids in our community and the towns around. We desperately need more outlets for young people. Thanks for your support.

Mark Graham
Age 21
Arizona State University

Memorial Park

Kristine Ekstrand <ke2000zz@gmail.com>
Tue 6/11/2024 2:47 PM
To:Town Council <towncouncil@townofsananselmo.org>

CAUTION: External Sender

Dear San Anselmo Town Council,

I would like the town council to approve the memorial park master plan that was recently approved by the park and rec commission in its entirety providing upgrades tennis, pickleball, basketball, skateboarding, outdoor exercise and picnic spots and a new snack shack for the community.

From what I understand, there is another plan that is being presented. When will a decision be made? And, do the residents of San Anselmo have any vote in the final plans?

Thank you for your time and consideration.

Sincerely,
Kristine Ekstrand

--
Kristine Ekstrand
415-497-5881
bigwheelstudios.net

STAFF REPORT

TOWN OF SAN ANSELMO Item #:2.3

MEETING DATE: **June 11, 2024**

AGENDA TITLE: **Proposed 5-Year Capital Improvement Program (CIP)**

FROM: **Sean Condry, P.E., Public Works Director**
Scott Schneider, P.E., Asst. Public Works Director

RECOMMENDATION: That the Town Council review and provide feedback on the proposed 5-Year CIP for fiscal years FY 24/25 through FY 28/29.

BACKGROUND AND DISCUSSION

The Towns Capital Improvement Plans (CIP) for the past 15 years have been instrumental in providing a road map for projects, funding, and staffing in order to improve the Town's roads, buildings, parks, etc. With the CIPs the Town has increased the Pavement Condition Index from the low to mid 50s to 72, improved sidewalks around many of our schools, renovated our parks, and fixed long deferred maintenance on our buildings all which add to the quality of life for Town residents.

With our 4th CIP within the last 15 years and the passage of measure J the Town is in a great place to not only continue the major improvements on our roads, buildings, and parks but to further improve the quality of life of its residents through active transportation, green and energy saving infrastructure, along with resilience projects.

The Public Works Department has been following the current 5-Year CIP approved by the Town Council in 2019 and much of the work has been completed or is underway. All CIPs are dynamic plans, as specific projects are modified due to many factors, such as critical need at certain streets or buildings, conflicts with utility or other projects, the ever changing environment and the need to move beyond the mindset of infrastructure built only for cars.

With impacts of the environment and active transportation in mind a new 5-Year CIP is currently being prepared for FY 24/25 through FY 28/29.

The Town has 20 Bridges, approximately 40 lane miles of road, 6 buildings, 6 parks, 3 major medians, traffic signals, streetlights, and other miscellaneous infrastructure. The value of the Town's roads alone is estimated to be approximately $85,000,000. Adding in bridges, buildings, etc. the total value of the Town's infrastructure is in the hundreds of millions. The Town's annual budget, not including grants, to maintain this infrastructure is only about $3,500,000.

In 2012, San Anselmo residents approved Measure D, a ½-cent sales tax to improve roads, parks and town buildings. In 2023, the residents voted to extend and double the tax, and approved Measure J, a 1-cent sales tax.

With the expiration of the 2019 5-year CIP and the increase in revenue from Measure J, staff has prepared a new 5-Year CIP for FY 24/25 through FY 28/29. Many of the priorities of the previous CIPs are the same.

It is important to remember that given a limited budget and the dynamic, ever-changing state of the Town's infrastructure, that the cost, scheduling and prioritizing of projects is based on the need for flexibility. Throughout the course of a typical year, the Town receives grants, shares projects to reduce costs, and/or other funding that may be one time or recurring. In light of this need for flexibility, the 5-Year CIP projects and costs are not fixed but represent the approximate budget.

Some of the funds in the Capital Budget, such as Road Impact fees and Measure AA/SB1, are restricted to road maintenance. Not included below are grants which are shown in the proposed 5-Year CIP table (Attachment 3). As can be seen in Attachment 3, there are over 90 projects or programs that the Town is working on.

Public Works Capital Budget:	
Road Impact Fees (Building Permits)	$375,000
Road Impact Fees (Garbage Trucks)	$84,000
Measure AA (countywide sales tax)	$305,000
SB1 (State gas tax)	$325,000
General Fund	$450,000
Measure J	$2,000,000
Total	$3,539,000

CIP Project Categories:

Paving/Streets

Staff plans for approximately $1,500,000 in paving each year, along with $250,000 of crack and slurry seal projects to improve the Town's Pavement Condition Index (PCI). Also included are annual funding for traffic signal controller maintenance, unprogrammed paving (major pothole repair), and concrete street repair. Attachment 4 shows the streets programmed for 2024 through 2030.

Active Transportation

Improvements for non-motorized forms of transportation (walking and bicycling) is a large component of the CIP. Staff actively seeks grant funds for larger projects. Projects in the 5-Year CIP include traffic signal improvements at Sir Francis Drake Blvd. at Broadmoor Ave. and Sais Ave., Safe Routes to Schools projects, sidewalk gap closures, ADA improvements, trail projects, traffic calming program, and other improvements.

Parks

Over the last two years, the Town has invested in improving the Memorial Park Athletic fields, the main parking lot, Millenium Playground, and is assisting with updating the master plan for improvements at the south end of the park. When the County Flood Control District project is completed at Creek Park, the Town will have an opportunity to improve the park as well as the plaza along San Anselmo Avenue.

Buildings

The Town's buildings, including Town Hall, the Library, Isabel Cook Community Center, Robson-Harrington House, as well as Fire Stations 19 and 20, are in need of significant maintenance and repairs to avoid more costly replacement. The 5-Year CIP includes projects funded by Measure J, as well as several projects funded by the Federal American Rescue Plan Act (ARPA).

Bridges

The Town has 20 bridges, some almost 100 years old. Many of the larger bridges are inspected by Caltrans every other year, and depending on the condition, may qualify for repair or replacement funds from the federal Highway Bridge Program (HBP). The federal process has turned out to be quite slow, sometimes taking over a decade. As the programmed bridge projects progress, some require an 11% local match, which will likely come from Measure J, and will become significant during the construction phase of the projects in the latter years of the 5-Year CIP.

Stormwater/Flood Control

The Town has been improving existing storm drains each year by replacing rotted corrugated metal pipe (CMP) or lining pipe that is in danger of rotting. New storm drain projects are extremely expensive and have not been programmed in the 5-Year CIP.

The Town is facing regulations from our State Stormwater Permit that require filtering out trash and debris smaller than 5 millimeters from stormwater in our downtown and high-density housing areas. Over the next 5 years, the Town will be required to install trash capture devices inside storm drain catch basins in several areas of Town.

Drought/Climate/Solar

The Town has prioritized projects to improve wells at Memorial Park and Creek Park to reduce our reliance on potable water and has been successful in obtaining grants to offset costs for Electric Vehicle (EV) charging stations at parking lots and parks. A resiliency hub is planned for Town Hall, with solar panels and batteries to allow normal town functions during power outages.

FISCAL IMPACT

The overall fiscal impact will be determined each year as the CIP projects are reviewed and approved by the Town Council. Funds will come from grants, Road Impact Fees, local Measure AA funds, state SB1 funds, the Road Maintenance Budget and Measure J, as well as the General Fund.

CONCLUSION

As can be seen by the projects included in the 5-Year CIP, the Town has a lot on its plate, but a lot is also getting a lot done. Currently Public Works is working on Town Hall Roof and HVAC Replacement, Resilience Hub, Firehouse 20 Remodel, Parkside Preschool Design and Remodel, Library Roof and HVAC Replacement Design, 2024 Pavement Project, 2024 Slurry Project, Town parking lots EV charging, Hilldale Pocket Park, Non-maintained road projects, etc. With all of these current projects underway, which are part of the 90 plus projects or programs in the 5 Year CIP, the Town and Public Works are in full throttle. Therefore, adopting the 5 Year CIP is imperative for staff so it can determine priorities, bandwidth and funding. All of the projects on the 5 Year CIP may not get done and are dependent on many factors.

Many of these projects must follow the Town's adopted Complete Streets Policy, which considers all modes of transportation such as vehicles, mass transit, bicyclists, and pedestrians in the design, as well as conform to ADA and our ADA transition plan.

While the amount of funding for all of the Town's needs is far from met, Measure J has had a significant impact on our failing roads, bringing the PCI up to 72, which staff hopes to continue increasing in the coming years. Town staff is always looking for new information, ideas, and sources of funding, whether it is for roads, active transportation, flood control or climate resilience. Grants are an important portion of our total project funding. Without grants, Measure J, and other sources of funding, the Town's infrastructure would be completely failing and the Town would be in serious trouble both fiscally and operationally.

With so many projects and our limited funds, flexibility and adaptability in the Towns CIP budget are fundamental to meeting the Town's most critical needs. Over the coming years the Town, along with our utility companies (Ross Valley Sanitary District, Marin Municipal Water District, AT&T, and PG&E), will be completing major projects and this is yet another reason why the Town's budget cannot be static but must be

dynamic. Even with our current staff size, staff is fully loaded between 90 plus projects and programs in the 5-Year CIP, day-to-day permitting, managing utility projects and operations, and serving the residents of San Anselmo. Therefore, prioritizing work to ensure that staff and the maintenance crew are not overloaded is critical to maintain productivity. With this in mind, Public Works balances the needs of the community with the needs of the individual on a daily basis to maintain efficiency and provide good public service.

Attachments 1 and 2 are generated from the Town's new CIP software, Plan-IT. The first attachment categorizes the CIP by types, such as Bridges, Buildings, Streets, etc. The second attachment presents the same projects organized by their respective funding sources, including Measure J, Grants, the Road Maintenance Fund, and others.

ATTACHMENTS

Attachment 1 – Proposed 5-Year CIP by Category
Attachment 2 – Proposed 2024 by Funding Source
Attachment 3 – 5 Year CIP 2024-2029
Attachment 4 – Street Resurfacing Map 2024-2030

FY 25 through FY 29

Capital Improvement Plan

San Anselmo, CA

Projects By Category

Category	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Active Transportation						
Traffic Calming Program	50,000		50,000	50,000	50,000	200,000
Creek Park Contraflow Bike Lanes	166,142	600,000				766,142
Sorich Park Trail Project			50,000			50,000
Downtown Bike & PED Safety Study	60,000					60,000
Sidewalk Gap Closure Program	50,000		40,000	75,000	100,000	265,000
Bike Racks/Lockers	20,000		20,000	20,000	20,000	80,000
Hawk Pedestrian Signal at Saunders Ave	204,000					204,000
Hub Roundabout/PED Flyover Study		2,000,000	2,000,000	2,000,000		6,000,000
SFD/Sais/Sunnyhills Traffic Signal		161,913	250,000			411,913
Brookmead Place Safe Routes Sidewalk		150,000				150,000
Butterfield Rd Safe Routes Sidewalk		350,000				350,000
Multimodal Design	50,000	50,000	50,000	50,000	50,000	250,000
ADA Curb Ramps	50,000		50,000	75,000	100,000	275,000
Ped Bridge Repair(Peterson Bridge - Sais to Karl)	20,000					20,000
SFD/Broadmoor/Sierra Traffic Signal Phase Separati	120,000					120,000
Active Transportation Total	**790,142**	**3,311,913**	**2,510,000**	**2,270,000**	**320,000**	**9,202,055**

Category	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Bridges						
Madrone Ave Bridge	12,000					12,000
Nokomis Ave Bridge	12,000					12,000
Bridge Ave Bridge	12,000					12,000
Center Blvd Bridge	12,000					12,000
Saunders Ave Bridge		40,000				40,000
Bridge Preventative Maintenance Program	40,000					40,000
Bridges Total	**88,000**	**40,000**	**0**	**0**	**0**	**128,000**
Buildings						
Library Roof/HVAC	100,000	1,000,000				1,100,000
Robson House Outdoor Restroom	65,000					65,000
Robson Indoor Restroom	50,000					50,000
Robson House ADA Access	50,000					50,000
Hub Transit Station Roof Replacement		30,000				30,000
Town Hall Remodel (2nd Floor)			150,000			150,000
Fire Station 20	2,250,000					2,250,000
Isabel Cook Center Center Paint	135,000					135,000
Isabel Cook Community Center Roof	200,000					200,000
Robson Carriage House Demolition	125,000					125,000
Fire Station 19	55,000					55,000
Robson House Paint	180,000					180,000
Town Hall Tile Roof Repair				200,000		200,000
Robson/Friends Deck	35,000					35,000
Buildings Total	**3,245,000**	**1,030,000**	**150,000**	**200,000**	**0**	**4,625,000**

Category	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Drought/Climate/Solar						
EV Charing Memorial Park	56,000					56,000
Resilient Hub	353,357	269,040				622,397
EV Charging Pine St Parking Lot	80,000					80,000
Well Water Development and Ground Water Monitoring		30,000	30,000	30,000	30,000	120,000
EV Chargin Corp Yard	20,000					20,000
EV Chargin FS19	34,000					34,000
EV Charging Creek Park	78,000					78,000
Drought/Climate/Solar Total	**621,357**	**299,040**	**30,000**	**30,000**	**30,000**	**1,010,397**
Fire						
3-Person Engine Company	261,716	268,830	276,895	285,202	293,758	1,386,401
Fire Total	**261,716**	**268,830**	**276,895**	**285,202**	**293,758**	**1,386,401**
Park Improvements						
ICC Parkside Preschool Playground	175,000					175,000
Millenium Playground Phase 3		50,000				50,000
Sorich Park Parking Lot	30,000					30,000
Hilldale Pocket Park - Phase 2 Playground		30,000				30,000
Memorial Park Renovations	175,000					175,000
Creekside Commons			5,000,000			5,000,000
Park Improvements Total	**380,000**	**80,000**	**5,000,000**	**0**	**0**	**5,460,000**
Storm Sewer/Drainage						
Unprogrammed Drainage	150,000	130,000	150,000	250,000	250,000	930,000
State Stormwater Permit Trash Regulations	100,000	100,000	100,000	100,000	100,000	500,000
Memorial Park Stormdrain Culvert Lining	80,000					80,000
Storm Sewer/Drainage Total	**330,000**	**230,000**	**250,000**	**350,000**	**350,000**	**1,510,000**

Category	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Streets						
Unprogrammed Street Paving	150,000	150,000	200,000	250,000	300,000	1,050,000
Annual Crack Seal			50,000	50,000	50,000	150,000
Annual Street Resurfacing Design	200,000	250,000	250,000	250,000	150,000	1,100,000
Traffic Signal Controller Upgrades	50,000	50,000	50,000	50,000	50,000	250,000
Concrete Street Repair	50,000	50,000	50,000	50,000	50,000	250,000
Annual Street Resurfacing	1,311,110	1,500,000	1,500,000	1,600,000	1,700,000	7,611,110
Annual Slurry Seal	200,000	250,000		250,000	250,000	950,000
Downtown Parking Study - Paid Parking on SA	50,000					50,000
Non-Town Maintained Road Assistance		30,000	30,000	30,000	30,000	120,000
Streets Total	**2,011,110**	**2,280,000**	**2,130,000**	**2,530,000**	**2,580,000**	**11,531,110**
GRAND TOTAL	**7,727,325**	**7,539,783**	**10,346,895**	**5,665,202**	**3,573,758**	**34,852,963**

FY 25 through FY 29

Capital Improvement Plan

San Anselmo, CA

Projects By Funding Source Summary

Source	Project #	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Active Transportation Fund							
Traffic Calming Program	*5000	50,000					50,000
Downtown Bike & PED Safety Study	*5005	60,000					60,000
Bike Racks/Lockers	*5003	20,000					20,000
ADA Curb Ramps	*5011	50,000					50,000
Active Transportation Fund Total		**180,000**	**0**	**0**	**0**	**0**	**180,000**
American Rescue Plan Act							
Fire Station 20	*3001	1,250,000					1,250,000
American Rescue Plan Act Total		**1,250,000**	**0**	**0**	**0**	**0**	**1,250,000**
Building Maintenance Fund							
Library Roof/HVAC	*3002		750,000				750,000
Building Maintenance Fund Total		**0**	**750,000**	**0**	**0**	**0**	**750,000**
Grants Fund							
EV Charing Memorial Park	*6001	32,500					32,500
Creek Park Contraflow Bike Lanes	*5001	166,142	600,000				766,142
EV Charging Pine St Parking Lot	*6003	39,000					39,000
Hawk Pedestrian Signal at Saunders Ave	*1003	204,000					204,000
Hub Roundabout/PED Flyover Study	*1012		2,000,000	2,000,000	2,000,000		6,000,000
Brookmead Place Safe Routes Sidewalk	*5007		150,000				150,000

Source	Project #	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Butterfield Rd Safe Routes Sidewalk	*5008		350,000				350,000
EV Chargin Corp Yard	*6004	13,000					13,000
EV Chargin FS19	*6005	13,000					13,000
Fire Station 20	*3001	1,000,000					1,000,000
ICC Parkside Preschool Playground	*2002	175,000					175,000
EV Charging Creek Park	*6002	39,000					39,000
Creekside Commons	*2006			5,000,000			5,000,000
	Grants Fund Total	**1,681,642**	**3,100,000**	**7,000,000**	**2,000,000**	**0**	**13,781,642**

Measure J Fund

Library Roof/HVAC	*3002	100,000	250,000				350,000
EV Charing Memorial Park	*6001	23,500					23,500
Madrone Ave Bridge	*1005	12,000					12,000
Nokomis Ave Bridge	*1006	12,000					12,000
Bridge Ave Bridge	*1007	12,000					12,000
Center Blvd Bridge	*1008	12,000					12,000
Saunders Ave Bridge	*1009		40,000				40,000
Unprogrammed Street Paving	*8000			50,000	100,000	200,000	350,000
Unprogrammed Drainage	*8001	150,000	130,000	150,000	250,000	250,000	930,000
Traffic Calming Program	*5000			50,000	50,000	50,000	150,000
3-Person Engine Company	*8002	261,716	268,830	276,895	285,202	293,758	1,386,401
State Stormwater Permit Trash Regulations	*4002				20,000		20,000
Sorich Park Trail Project	*2003			50,000			50,000
Resilient Hub	*6000	353,357	269,040				622,397
Sidewalk Gap Closure Program	*5002	50,000		40,000	75,000	100,000	265,000
Bike Racks/Lockers	*5003			20,000	20,000	20,000	60,000
EV Charging Pine St Parking Lot	*6003	41,000					41,000
Robson House Outdoor Restroom	*3009	65,000					65,000
Robson Indoor Restroom	*3010	50,000					50,000
Well Water Development and Ground Water Monitoring	*4001		30,000	30,000	30,000	30,000	120,000

Source	Project #	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Bridge Preventative Maintenance Program	*1004	40,000					40,000
Annual Crack Seal	*1002			50,000	50,000	50,000	150,000
Robson House ADA Access	*3011	50,000					50,000
Hub Transit Station Roof Replacement	*3012		30,000				30,000
SFD/Sais/Sunnyhills Traffic Signal	*5006		161,913	250,000			411,913
Annual Street Resurfacing Design	*1000A	200,000	250,000	250,000	250,000	150,000	1,100,000
Town Hall Remodel (2nd Floor)	*3003			150,000			150,000
EV Chargin Corp Yard	*6004	7,000					7,000
EV Chargin FS19	*6005	21,000					21,000
Traffic Signal Controller Upgrades	*1013	30,000	30,000	30,000	30,000	30,000	150,000
Concrete Street Repair	*1014	50,000	50,000	50,000	50,000	50,000	250,000
Multimodal Design	*5010	50,000	50,000	50,000	50,000	50,000	250,000
ADA Curb Ramps	*5011			50,000	75,000	100,000	225,000
Ped Bridge Repair(Peterson Bridge - Sais to Karl)	*5004	20,000					20,000
Isabel Cook Center Center Paint	*3004	135,000					135,000
Annual Street Resurfacing	*1000	400,000	600,000	600,000	700,000	800,000	3,100,000
Isabel Cook Community Center Roof	*3005	200,000					200,000
Annual Slurry Seal	*1001	200,000	250,000		250,000	250,000	950,000
Millenium Playground Phase 3	*2004		50,000				50,000
Sorich Park Parking Lot	*1010	30,000					30,000
EV Charging Creek Park	*6002	39,000					39,000
Robson Carriage House Demolition	*3008	125,000					125,000
Hilldale Pocket Park - Phase 2 Playground	*2000		30,000				30,000
Memorial Park Renovations	*2001	175,000					175,000
Fire Station 19	*3000	55,000					55,000
Robson House Paint	*3007	180,000					180,000
Town Hall Tile Roof Repair	*3013				200,000		200,000

Source	Project #	FY 25	FY 26	FY 27	FY 28	FY 29	Total
Memorial Park Stormdrain Culvert Lining	*4003	80,000					80,000
SFD/Broadmoor/Sierra Traffic Signal Phase Separati	*5012	120,000					120,000
Robson/Friends Deck	*3014	35,000					35,000
Measure J Fund Total		**3,384,573**	**2,489,783**	**2,146,895**	**2,485,202**	**2,423,758**	**12,930,211**

Parking Fund

Downtown Parking Study - Paid Parking on SA	*1011	50,000					50,000
Parking Fund Total		**50,000**	**0**	**0**	**0**	**0**	**50,000**

Road Maintenance Fund

Unprogrammed Street Paving	*8000	150,000	150,000	150,000	150,000	100,000	700,000
State Stormwater Permit Trash Regulations	*4002	100,000	100,000	100,000	80,000	100,000	480,000
Traffic Signal Controller Upgrades	*1013	20,000	20,000	20,000	20,000	20,000	100,000
Annual Street Resurfacing	*1000	911,110	900,000	900,000	900,000	900,000	4,511,110
Non-Town Maintained Road Assistance	*1015		30,000	30,000	30,000	30,000	120,000
Road Maintenance Fund Total		**1,181,110**	**1,200,000**	**1,200,000**	**1,180,000**	**1,150,000**	**5,911,110**

GRAND TOTAL		**7,727,325**	**7,539,783**	**10,346,895**	**5,665,202**	**3,573,758**	**34,852,963**

BUILDINGS	ef	mf	2	Robson Carriage House Demolition - carryover $125k	$ 125,000	Meas J				$ 125,000																					
	ef	mf	2	Robson Outside Restroom - carryover $65k	$ 65,000	Meas J				$ 65,000																					
	ef	mf	3	Robson Inside Restroom - carryover $50k	$ 50,000	Meas J				$ 50,000																					
	ef	mf	1	Robson Window Repairs- other funding	$ 30,000	other funding																									
	sc	mf	2	Robson/Friends - Deck	$ 35,000	Meas J				$ 35,000																					
	ef	mf	3	Robson House ADA Improvements - carryover $50k	$ 50,000	Meas J				$ 50,000																					
	ef	mf	1	Robson House Painting	$ 180,000	Meas J				$ 180,000																					
	ef	mf	1	ICC Repair/Repainting - carryover $135k	$ 135,000	Meas J				$ 135,000																					
	ef	mf	2	ICC Roof Repair/Replace	$ 250,000	GF	$ 250,000																								
	ef	mf	-	ICC Electrical Master Switch - UNFUNDED	$ 150,000	ICC	$ 150,000																								
	ef	mf	1	ICC Parkside Preschool playground improvements	$ 175,000	Grant	$ 175,000																								
	ef	mf	1	Town Hall HVAC/Roof Replacement	$ 1,500,000	ARPA	$ 1,500,000																								
	sc	wm	3	Town Hall Remodel	$ 150,000	Meas J													$ 150,000												
	ef	jh	4	Town Hall Tile Roof Repair	$ 200,000	Meas J																		$ 200,000							
	ef	mf	2	Library HVAC/Roof Replacement	$ 250,000	GF/Meas J				$ 100,000		$ 750,000			$ 250,000																
	sc	ef	1	Fire Station 19 Upgrades - carryover $50k - UNFUNDED	$ 300,000	Meas J																									
	sc	ef	1	Fire Station 20 Upgrades	$ 2,500,000	ARPA/sleepy hollow	$ 200,000					$ 2,300,000																			
	sc	ss	2	Hub Transit Station Roof Replacent	$ 30,000	Meas J									$ 30,000																
																			250000											
BRIDGES	sc	ss	1	Bridges - Madrone	$ 24,000	Meas J/Caltrans				$ 12,000																					
	sc	ss	1	Bridges - Nokomis	$ 24,000	Meas J/Caltrans				$ 12,000																					
	sc	ss	1	Bridges - Bridge Avenue	$ 24,000	Meas J/Caltrans				$ 12,000																					
	sc	ss	1	Bridges - Center Blvd	$ 24,000	Meas J/Caltrans				$ 12,000																					
	sc	ss	1	Bridges - Saunders	$ 40,000	Meas J/Caltrans									$ 40,000																
	ss	wm	1 - 5	Annual Bridge/Culvert/Ped Bridge Inspections		staff time																									
	sc	ss	1	Bridge Preventative Maintenance Program	$ 40,000	Meas J/Caltrans				$ 40,000																					
STORMWATER/FLOOD	ss	wm	1	Stormdrain Culvert Lining/Repair - Memorial Park	$ 80,000	Meas J				$ 80,000																					
	ss	wm	N/A	Suffield/SFD Storm Drain - UNFUNDED	$ 2,000,000																										
	wm	wm	1 - 5	Non-Town Maintained Drainage Assistance - UNFUNDED	$ 50,000																										
	ss	wm	1 - 5	Unprogrammed Drainage - Annual	$ 930,000	Meas J				$ 150,000					$ 130,000				$ 150,000					$ 250,000					$ 250,000		
	mf	mf	1 - 5	CRS Program		staff time																									
	ss	ss	1 - 5	State Stormwater Permit Trash Regulations Program	$ 500,000	RMF		$ 100,000				$ 100,000					$ 100,000					$ 80,000	$ 20,000				$ 100,000			
	wm	wm	1 - 5	Flood Gate Inspection Program		staff time																									
DROUGHT/CLIMATE/SOLAR	sc	mf	1	Town Hall Resiliency Hub	$ 753,357	Meas J				$ 353,357					$ 269,040																
	sc	jh	2	Memorial Park Water Storage Tank	$ 50,000	Meas J																									
	sc	wm	1	EV Charging - FS19	$ 34,000	Meas J	$ 13,000			$ 21,000																					
	sc	wm	1	EV Charging - Memorial Park	$ 56,000	Meas J	$ 32,500			$ 23,500																					
	sc	wm	3	EV Charging - Creek Park	$ 78,000	Meas J	$ 39,000			$ 39,000																					
	ef	wm	2	EV Charging - Pine St Parking Lot	$ 80,000	Meas J	$ 39,000			$ 41,000																					
	ef	wm	1	EV Charging - Corp Yard	$ 20,000	Meas J	$ 13,000			$ 7,000																					
	ef	ef	1 - 5	SolarApp Program - Electric Incentive Permits - UNFUNDED	$ 50,000	GF																									
	wm	wm	1 - 5	EV Charging Program		staff time																									
	jh	jh	1 - 5	Well Improvements and Monitoring (Annual) - UNFUNDED	$ 30,000	Meas J				$ -					$ 30,000				$ 30,000					$ 30,000					$ 30,000		
				Ongoing Programs																											
	sc	tb	1 - 5	Tree Permits/Hearings		staff time																									
	ss	all	1 - 5	PW Plan Reviews		staff time																									
	mf	mf	1 - 5	Parklet Program		staff time																									
				Staff Time				$ 330,186	$ 245,928			$ 340,092	$ 253,306				$ 350,294	$ 260,905				$ 360,803	$ 268,732				$ 371,627	$ 276,794		
							Grant	RMF	Meas J	AT	Grant	RMF	Meas J	AT	Grant	RMF	Meas J	AT	Grant	RMF	Meas J	AT	Grant	RMF	Meas J	AT	Grant	RMF	Meas J	AT
							FY 24/25				FY 25/26				FY 26/27				FY 27/28				FY 28/29							
				TOTAL	$ 40,343,349		$ 2,920,642	$ 1,511,296	$ 2,868,785	$ 250,000	$ 6,150,000	$ 1,540,092	$ 2,404,259	$ -	$ 7,000,000	$ 1,550,294	$ 2,380,905	$ -	$ 2,000,000	$ 1,540,803	$ 2,468,732	$ -	$ -	$ 1,521,627	$ 2,406,794	$ -				
				Available				1,526,626	2,330,000	212,000		1,541,296	2,387,170			1,541,296	2,445,105			1,541,296	2,502,798			1,541,296	2,561,242					
				Carryover from previous FY				616,000	75,000			77,215																			
				REMAINING				$ 15,330	$ 77,215	$ 37,000		$ 1,204	$ 60,126	$ -		$ (8,998)	$ 64,200	$ -		$ 493	$ 34,066	$ -	$ -	$ 19,669	$ 154,448					

ITEM 2.3 - ATTACHMENT 3

San Anselmo 7-Year CIP
Street Resurfacing Program

2024

STREET	FROM	TO	PCI	SF
KENSINGTON RD	SEMINARY RD N	AUSTIN AVE	20	2,970
KENSINGTON RD	SEMINARY RD S	SEMINARY RD N	21	16,352
KENSINGTON RD	BOLINAS AVE	SEMINARY RD S	18	9,307
MARIPOSA AVE	KENSINGTON RD	JONES AVE	10	15,120
MARIPOSA AVE	JONES AVE	RICHMOND RD	40	7,317
SPRING GROVE AVE	GREENFIELD AVE	HILLSIDE AVE	13	4,725
SPRING GROVE AVE	HILLSIDE AVE	TO 160 HILLSIDE AVE	44	20,175
WOODSIDE DR	OAK SPRINGS DR	WOODSIDE CT	14	24,456
WOODSIDE DR	WOODSIDE CT	LILLIAN CT	17	28,680
WOODSIDE DR	LILLIAN CT	IDLEWOOD DR	20	5,976
OAK SPRINGS DR	788' N/O THERESA DR	1719' N/O THERESA DR	44	22,440
OAK SPRINGS DR	1719' N/O THERESA DR	WOODSIDE DR	49	13,320
		TOTAL		**170,838**

2025

STREET	FROM	TO	PCI	SF
CARLSON AVE	RANCHO DR	BUTTERFIELD RD	18	4,432
ROSS AVE	CEDAR ST	SAN ANSELMO AVE	22	23,360
SUNNYSIDE AVE	AUSTIN AVE	ROSS AVE	42	16,146
MELVILLE AVE	VINE AVE	FOSS AVE	42	11,101
BRIDGE WAY	ALLYN AVE	END	58	4,200
LONGWOOD DR	END	TOWN LIMIT	52	12,475
MILLBRAE AVE	WESTGATE WAY	SEQUOIA DR	44	9,347
SAVANNAH AVE	REDWOOD RD	END	43	6,804
SHAW DR	SIR FRANCIS DRAKE BLVD	END	39	6,440
MADRONE AVE	LAUREL AVE	SAN ANSELMO AVE	41	8,823
ALPINE TERRACE	JORDAN AVE	END	33	2,805
JORDAN AVE	OAK HILL DR	SOUTHVIEW TERRACE	42	9,384
JORDAN AVE	ALPINE TERRACE	OAK HILL DR	47	10,872
JORDAN AVE	ALPINE TERRACE	END	48	8,840
OAKHILL DR	JORDAN AVE	END	50	4,522
SOUTHVIEW TER	JORDAN AVE	END	56	12,257
		TOTAL		**151,808**

San Anselmo 7-Year CIP
Street Resurfacing Program

2026

STREET	FROM	TO	PCI	SF
CAMINO DE HERRERA	TRAXLER RD	OAKWOOD CT	24	9,324
CAMINO DE HERRERA	RUTHEFORD AVE	25 CAMINO DE HERRERA	51	3,870
CAMINO DE HERRERA	25 CAMINO DE HERRERA	BENNIT AVE	52	5,760
CAMINO DE HERRERA	BENNIT AVE	TRAXLER RD	57	7,800
SKYLINE	TRAXLER RD	END	36	8,928
SUFFIELD AVE	VALLEY RD	BENNIT AVE	43	15,100
SUFFIELD AVE	BENNIT AVE	BUTTERFIELD RD	52	9,177
BENNITT AVE	RUTHEFORD AVE	CAMINO DE HERRERA	71	12,816
BENNITT AVE	SUFFIELD AVE	RUTHEFORD AVE	66	4,035
RUTHEFORD AVE	BUTTERFIELD RD	BENNIT AVE	50	9,288
RUTHEFORD AVE	BENNIT AVE	CAMINO DE HERRERA	50	11,826
RUTHEFORD AVE	CAMINO DE HERRERA	VALLEY RD	50	5,282
VALLEY RD	SUFFIELD AVE	RUTHEFORD AVE	47	6,120
VALLEY RD	RUTHEFORD AVE	WEST CT	61	6,745
OAKWOOD CT	CAMINO DE HERRERA	END	48	7,568
CITY HALL AVE	LIBRARY PL	END	44	3,036
LOS ANGELES BLVD	MONTEREY AVE S	SANTA CRUZ AVE	59	4,004
LOS ANGELES BLVD	SANTA CRUZ AVE	MONTEREY AVE N	47	11,536
LOS ANGELES BLVD	MONTEREY AVE N	TOWN LIMIT	49	9,660
MONTEREY AVE	LOS ANGELES BLVD S	MONTEREY TERRACE	66	13,760
MONTEREY TERRACE	MONTEREY AVE	END	42	4,980
MONTEREY AVE	MONTEREY TERRACE	LOS ANGELES BLVD N	67	9,000
BROOKMONT CIR	BROOKSIDE DR	BROOKMONT CIR	46	10,738
BROOKMEADE CT	BROOKMEAD PL	END	39	8,967
BROOKMEADE PL	BROOKSIDE DR	BROOKMEADE CT	42	8,602
BROOKMEAD PL	BROOKMEADE CT	END	64	2,662
		TOTAL		**210,584**

2027

STREET	FROM	TO	PCI	SF
SUNNYSIDE AVE	ROSS AVE	FOSS AVE	64	9,909
SUNNYSIDE AVE	FOSS AVE	WOODLAND AVE	68	4,482
PARK WAY	SEQUOIA AVE	20 PARK WAY	47	4,545
PROSPECT AVE	BARBER AVE	AVE DEL NORTE	44	6,700
HUMBOLDT AVE	SCENIC AVE	VISTA AVE	46	9,000
ECHO CT	MELVILLE AVE	END	47	5,814
FERN LANE	MERCED AVE	END	47	8,280
FORBES AVE	RED HILL AVE	JORDAN AVE	61	5,208
FORBES AVE	JORDAN AVE	TOWN LIMIT	48	38,904
OAK AVE	GERLACK RD	NO. 395	51	6,552
SAN ANSELMO AVE	SCENIC AVE	SAUNDERS AVE	52	12,288
OLIVE AVE	290' S OF REDWOOD RD	HILLCREST AVE	18	3,584
HILLCREST AVE	OLIVE AVE	HILLSIDE AVE	50	3,500
ROWLAND CT	LAUREL AVE	END	23	2,528
LAUREL AVE	SAN ANSELMO AVE	ROWLAND CT	57	7,440
LAUREL AVE	ROWLAND CT	HILLCREST AVE	56	192
HILLSIDE AVE	LAUREL AVE	END	59	18,102
GROVE LN	SAN RAFAEL AVE	SAN ANSELMO AVE	61	12,160
SAN ANSELMO AVE	ELM AVE	SCENIC AVE	65	24,024
		TOTAL		**183,212**

2028

STREET	FROM	TO	PCI	SF
RED HILL AVE	GREENFIELD AVE	FORBES AVE	82	30,870
RED HILL AVE	FORBES AVE	TWN LM	81	42,840
RED HILL AVE	SPRING GROVE AVE	GREENFIELD AVE	80	49,500
RED HILL AVE	330 FT E/O SIR FRANCIS DRAKE	SPRING GROVE AVE	74	57,900

RED HILL AVE	SIR FRANCIS DRAKE BLVD	330 FT E/O SIR FRANCIS DRAKE	72	19,800
		TOTAL		**200,910**

San Anselmo 7-Year CIP
Street Resurfacing Program

2029

STREET	FROM	TO	PCI	SF
BUTTERFIELD RD	BAY TREE LN	CALETA AVE	85	14,722
BUTTERFIELD RD	KENDRICK AVE	BAY TREE LN	83	11,696
BUTTERFIELD RD	CALETA AVE	TWN LM	83	13,158
BUTTERFIELD RD	ARROYO AVE	CARLSON AVE	74	14,703
BUTTERFIELD RD	CARLSON AVE	WOODSIDE DR	62	16,791
BUTTERFIELD RD	SUFFIELD AVE	MEADOWCROFT DR	67	9,425
BUTTERFIELD RD	SIR FRANCIS DRAKE BLVD	SUFFIELD AVE	85	14,904
BUTTERFIELD RD	KILGORE LN	ROSEMONT AVE	64	7,772
BUTTERFIELD RD	MEADOWCROFT DR	WILLOW WY	62	8,091
BUTTERFIELD RD	ROSEMONT AVE	ARROYO AVE	60	14,384
BUTTERFIELD RD	WOODSIDE DR	KENDRICK AVE	46	13,634
BUTTERFIELD RD	WILLOW WY	KILGORE LN	52	7,975
		TOTAL		**147,255**

2030

STREET	FROM	TO	PCI	SF
SIR FRANCIS DRAKE BL	TOWN LM	SUFFIELD AVE	65	11,396
SIR FRANCIS DRAKE BL	SUFFIELD AVE	OAK KNOLL AVE	85	25,012
SIR FRANCIS DRAKE BL	OAK KNOLL AVE	BUTTERFIELD RD	85	8,843
SIR FRANCIS DRAKE BL	BUTTERFIELD RD	SAN ANSELMO AVE	85	12,680
SIR FRANCIS DRAKE BL	SAN ANSELMO AVE	SIERRA AVE	66	25,320
SIR FRANCIS DRAKE BL	SIERRA AVE	ASH AVE	79	7,640
SIR FRANCIS DRAKE BL	ASH AVE	MOUNTAIN VIEW AVE	69	13,000
SIR FRANCIS DRAKE BL	MOUNTAIN VIEW AVE	CORDONE DR	69	27,664
SIR FRANCIS DRAKE BL	CORDONE DR	SAUNDERS AVE	54	15,054
SIR FRANCIS DRAKE BL	SAUNDERS AVE	TAMAL AVE	85	18,642
SIR FRANCIS DRAKE BL	TAMAL AVE	SUNNY HILLS DR	69	28,275
		TOTAL		**46,917**

PROPOSED 5-YEAR CAPITAL IMPROVEMENT PROGRAM - FY 24/25 THROUGH FY 28/29

				5-YR Total	Fund	Grant	RMF	Meas J	AT	Grant	RMF	Meas J	AT	Grant	RMF	Meas J	AT	Grant	RMF	Meas J	AT	Grant	RMF	Meas J	AT
	Mgr	Eng	YEAR	Project/Location			FY 24/25				FY 25/26				FY 26/27				FY 27/28				FY 28/29		
STREETS	ss	mf	1 - 5	Annual Street Resurfacing Construction ($1.2m to $1.4m in 2024)	$ 7,611,110	Meas J/RMF		$ 911,110	$ 400,000			$ 900,000	$ 600,000			$ 900,000	$ 600,000			$ 900,000	$ 700,000			$ 900,000	$ 800,000	
	ss	mf	1 - 5	Annual Street Resurfacing Design	$ 1,100,000	Meas J			$ 200,000				$ 250,000				$ 250,000				$ 250,000				$ 150,000	
	ss	wm	1, 2, 4, 5	Annual Slurry Seal Project	$ 950,000	Meas J			$ 200,000				$ 250,000								$ 250,000				$ 250,000	
	ss	wm	1, 3, 4, 5	Annual Crack Seal	$ 150,000	Meas J											$ 50,000				$ 50,000				$ 50,000	
	ss	ss	1 - 5	Traffic Signal Controller Upgrades - Annual	$ 250,000	Meas J		$ 20,000	$ 30,000			$ 20,000	$ 30,000			$ 20,000	$ 30,000			$ 20,000	$ 30,000			$ 20,000	$ 30,000	
	ss	mf	1	Downtown Parking Study - Paid Parking on SA Ave	$ 50,000	Parking Fund	$ 50,000																			
	ss	wm	1 - 5	Unprogrammed Paving - Annual	$ 1,050,000	Meas J/RMF		$ 150,000	$ -			$ 150,000				$ 150,000	$ 50,000			$ 150,000	$ 100,000			$ 100,000	$ 200,000	
	ss	mf	1 - 5	Concrete Street Repair - Annual	$ 250,000	Meas J			$ 50,000				$ 50,000				$ 50,000				$ 50,000				$ 50,000	
	wm	wm	2 - 5	Non-Town Maintained Road Assistance	$ 120,000	RMF						$ 30,000				$ 30,000				$ 30,000				$ 30,000		
	ss	wm	1 - 5	Red Curb Program		staff time																				
ACTIVE TRANSPORTATION	ss	mf	1	HAWK Pedestrian Signal at Saunders Ave	$ 204,000	TAM	$ 204,000																			
	ss	mf	1	SFD/Broadmoor/Sierra Traffic Signal Phase Separation	$ 120,000	Meas J			$ 120,000																	
	ss	wm	1	Downtown Bike & Ped Safety Study - AT	$ 100,000	AT				$ 60,000																
	ss	mf	2	SFD/Sais/Sunnyhills Traffic Signal Design - AT	$ 161,913	AT							$ 161,913													
	ss	mf	3	SFD/Sais/Sunnyhills Traffic Signal Construction - AT	$ 250,000	AT											$ 250,000									
	ss	wm	1	Creek Park Contraflow Bike Lanes - Design - AT	$ 166,142	Meas B	$ 166,142																			
	ss	wm	2	Creek Park Contraflow Bike Lanes - Construction	$ 850,000	Grant					$ 600,000															
	ss	wm	2	Brookmead Place Safe Routes Sidewalk - TAM Safepaths	$ 150,000	Grant					$ 150,000															
	jh	jh	1	Ped Bridge Repairs (Peterson Bridge - Sais to Karl)	$ 20,000	Meas J				$ 20,000																
	sc	ss	2 - 5	HUB Roundabout/Ped Flyover Initial Study TBD	$ 6,000,000	Grant					$ 2,000,000				$ 2,000,000				$ 2,000,000						
	sc	ss	2 - 4	HUB Adaptive Signal, HAWK crossings	$ 2,550,000	Grant																				
	sc	tb	3	Sorich Park Trail Project	$ 50,000	AT											$ 50,000									
	ss	wm	2	Butterfield Road Safe Routes Sidewalk - TAM Safepaths	$ 350,000	Grant					$ 350,000															
	ss	wm	1 - 5	Multimodal Design (Annual)	$ 250,000	Meas J			$ 50,000				$ 50,000				$ 50,000				$ 50,000				$ 50,000	
	ss	mf	1, 3, 4, 5	Traffic Calming Program - Annual	$ 200,000	AT				$ 50,000							$ 50,000				$ 50,000				$ 50,000	
	ss	wm	1 - 5	ADA Curb Ramps (ongoing) - AT	$ 275,000	AT				$ 50,000							$ 50,000				$ 75,000				$ 100,000	
	ss	wm	1 - 5	Sidewalk Program (private tripping hazards)		staff time																				
	wm	wm	1 - 5	Steps/Lanes/Trails (SLT) Program		staff time																				
	ss	mf	1, 3, 4, 5	Bike Racks/Lockers	$ 80,000	AT				$ 20,000							$ 20,000				$ 20,000				$ 20,000	
	ss	wm	1, 3, 4, 5	Sidewalk Gap Closure Program - Annual	$ 265,000	AT				$ 50,000							$ 40,000				$ 75,000				$ 100,000	
	ss	ss	1 - 5	Safe Routes Task Force		staff time																				
PARKS	sc	ss	2	Creekside Commons Park Design	$ 89,000	CC Fund	$ 89,000																			
	sc	ss	3	Creekside Commons Park Construction	$ 5,000,000	Grant									$ 5,000,000											
	sc	ss	3	Building Bridge 2 Removal - carryover $323,827	$ 323,827	Meas J																				
	sc	ss	1	Memorial Park Renovations - carryover $175k	$ 175,000	Meas J																				
	sc	ss	1	Millenium Playground Improvements - carryover $50k	$ 50,000	Meas J																				
	sc	jh	1	Memorial Park Restroom Update - Unfunded	$ 30,000	Meas J																				
	sc	wm	2	Hilldale Pocket Park - Phase 2 playground	$ 30,000	Meas J			$ 30,000																	
	jh	jh	2	Sorich Park Parking Lot	$ 10,000	Meas J							$ 10,000													

BUILDINGS	ef	mf	2	Robson Carriage House Demolition - carryover $125k	$ 125,000	Meas J			$ 125,000																		
	ef	mf	2	Robson Outside Restroom - carryover $65k	$ 65,000	Meas J			$ 65,000																		
	ef	mf	3	Robson Inside Restroom - carryover $50k	$ 50,000	Meas J			$ 50,000																		
	ef	mf	1	Robson Window Repairs- other funding	$ 30,000	other funding																					
	sc	mf	2	Robson/Friends - Deck	$ 35,000	Meas J			$ 35,000																		
	ef	mf	3	Robson House ADA Improvements - carryover $50k	$ 50,000	Meas J			$ 50,000																		
	ef	mf	1	Robson House Painting	$ 180,000	Meas J			$ 180,000																		
	ef	mf	1	ICC Repair/Repainting - carryover $135k	$ 135,000	Meas J			$ 135,000																		
	ef	mf	2	ICC Roof Repair/Replace	$ 250,000	GF	$ 250,000																				
	ef	mf	-	ICC Electrical Master Switch - UNFUNDED	$ 150,000	ICC	$ 150,000																				
	ef	mf	1	ICC Parkside Preschool playground improvements	$ 175,000	Grant	$ 175,000																				
	ef	mf	1	Town Hall HVAC/Roof Replacement	$ 1,500,000	ARPA	$ 1,500,000																				
	sc	wm	3	Town Hall Remodel	$ 150,000	Meas J											$ 150,000										
	ef	jh	4	Town Hall Tile Roof Repair	$ 200,000	Meas J															$ 200,000						
	ef	mf	2	Library HVAC/Roof Replacement	$ 250,000	GF/Meas J			$ 100,000		$ 750,000		$ 250,000														
	sc	ef	1	Fire Station 19 Upgrades - carryover $50k - UNFUNDED	$ 300,000	Meas J																					
	sc	ef	1	Fire Station 20 Upgrades	$ 2,500,000	ARPA/sleepy hollow	$ 200,000				$ 2,300,000																
	sc	ss	2	Hub Transit Station Roof Replacent	$ 30,000	Meas J							$ 30,000														
																	250000										
BRIDGES	sc	ss	1	Bridges - Madrone	$ 24,000	Meas J/Caltrans			$ 12,000																		
	sc	ss	1	Bridges - Nokomis	$ 24,000	Meas J/Caltrans			$ 12,000																		
	sc	ss	1	Bridges - Bridge Avenue	$ 24,000	Meas J/Caltrans			$ 12,000																		
	sc	ss	1	Bridges - Center Blvd	$ 24,000	Meas J/Caltrans			$ 12,000																		
	sc	ss	1	Bridges - Saunders	$ 40,000	Meas J/Caltrans							$ 40,000														
	ss	wm	1 - 5	Annual Bridge/Culvert/Ped Bridge Inspections		staff time																					
	sc	ss	1	Bridge Preventative Maintenance Program	$ 40,000	Meas J/Caltrans			$ 40,000																		
STORMWATER/FLOOD	ss	wm	1	Stormdrain Culvert Lining/Repair - Memorial Park	$ 80,000	Meas J			$ 80,000																		
	ss	wm	N/A	Suffield/SFD Storm Drain - UNFUNDED	$ 2,000,000																						
	wm	wm	1 - 5	Non-Town Maintained Drainage Assistance - UNFUNDED	$ 50,000																						
	ss	wm	1 - 5	Unprogrammed Drainage - Annual	$ 930,000	Meas J			$ 150,000				$ 130,000				$ 150,000				$ 250,000					$ 250,000	
	mf	mf	1 - 5	CRS Program		staff time																					
	ss	ss	1 - 5	State Stormwater Permit Trash Regulations Program	$ 500,000	RMF		$ 100,000				$ 100,000				$ 100,000				$ 80,000	$ 20,000			$ 100,000			
	wm	wm	1 - 5	Flood Gate Inspection Program		staff time																					
DROUGHT/CLIMATE/SOLAR	sc	mf	1	Town Hall Resiliency Hub	$ 753,357	Meas J			$ 353,357				$ 269,040														
	sc	jh	2	Memorial Park Water Storage Tank	$ 50,000	Meas J																					
	sc	wm	1	EV Charging - FS19	$ 34,000	Meas J	$ 13,000		$ 21,000																		
	sc	wm	1	EV Charging - Memorial Park	$ 56,000	Meas J	$ 32,500		$ 23,500																		
	sc	wm	3	EV Charging - Creek Park	$ 78,000	Meas J	$ 39,000		$ 39,000																		
	ef	wm	2	EV Charging - Pine St Parking Lot	$ 80,000	Meas J	$ 39,000		$ 41,000																		
	ef	wm	1	EV Charging - Corp Yard	$ 20,000	Meas J	$ 13,000		$ 7,000																		
	ef	ef	1 - 5	SolarApp Program - Electric Incentive Permits - UNFUNDED	$ 50,000	GF																					
	wm	wm	1 - 5	EV Charging Program		staff time																					
	jh	jh	1 - 5	Well Improvements and Monitoring (Annual) - UNFUNDED	$ 30,000	Meas J			$ -				$ 30,000				$ 30,000				$ 30,000					$ 30,000	
				Ongoing Programs																							
	sc	tb	1 - 5	Tree Permits/Hearings		staff time																					
	ss	all	1 - 5	PW Plan Reviews		staff time																					
	mf	mf	1 - 5	Parklet Program		staff time																					
				Staff Time				$ 330,186	$ 245,928			$ 340,092	$ 253,306			$ 350,294	$ 260,905			$ 360,803	$ 268,732			$ 371,627	$ 276,794		
							Grant	**RMF**	**Meas J**	**AT**	**Grant**	**RMF**	**Meas J**	**AT**	**Grant**	**RMF**	**Meas J**	**AT**	**Grant**	**RMF**	**Meas J**	**AT**	**Grant**	**RMF**	**Meas J**	**AT**
							FY 24/25				**FY 25/26**				**FY 26/27**				**FY 27/28**				**FY 28/29**			
				TOTAL	$ 40,343,349		$ 2,920,642	$ 1,511,296	$ 2,868,785	$ 250,000	$ 6,150,000	$ 1,540,092	$ 2,404,259	$ -	$ 7,000,000	$ 1,550,294	$ 2,380,905	$ -	$ 2,000,000	$ 1,540,803	$ 2,468,732	$ -	$ -	$ 1,521,627	$ 2,406,794	$ -
				Available				1,526,626	2,330,000	212,000		1,541,296	2,387,170			1,541,296	2,445,105			1,541,296	2,502,798			1,541,296	2,561,242	
				Carryover from previous FY					616,000	75,000			77,215													
				REMAINING				$ 15,330	$ 77,215	$ 37,000		$ 1,204	$ 60,126	$ -		$ (8,998)	$ 64,200	$ -		$ 493	$ 34,066	$ -	$ -	$ 19,669	$ 154,448	

2024 Paving
2025 Paving
2026 Paving
2027 Paving
2028 Paving
2029 Paving
2030 Paving

SCALE
0 1/4 1/2 3/4 1 MILE

The Town of San Anselmo

STREET GUIDE

Agatha Ct **F-9**
Alder Ave. E,F-8
Alderney Rd F-8
Alice Way F-7
Allemand Ave H-9
Allyn Ave E-9
Alpine La I-8
Alpine Ter I-8
Alta Vista H-11
Alto Ave H-8
Amberwood La I-9
Ancho Vista Ave H-9
Angela Ave E-5
Arroyo Ave E-6
Ash Ave E-8
Aspen Ct F-8
Austin Ave F-11
Avenue Del Norte H-10

Bank St **H-10**
Barber Ave H-10
Bay Tree La E-5
Bella Vista Ave G-9
Belle Ave G-11
Bennit Ave E-7
Berkley Ave F-7
Berlin Ave F-9
Beverly Way F-8
Blackhawk Dr G-7
Bolinas Ave G-11
Boulder La H-9
Bridge Ave G-9
Bridge Way E-10
Broadmoor Ave F-7
Broadmoor Ct F-7
Brookmead Ct E-7
Brookmead Pl E-7
Brookmont Cir F-7
Brookside Ct F-7
Brookside Dr E-7
Buena Vista H-9
Bungalow Ave I-9
Butterfield Rd E-6

Caleta Ave **E-5**
Calumet Ave F-9
Camino De Herrera D-6
Canyon Rd E-9
Carmel Ct G-7
Carlson Ave E-9
Carlson Ct E-6
Carolina Ave I-9
Cedar St G-10
Center Blvd F,G-9
Cherne La E-5
Chipman Pl F-11
City Hall Ave G-10
Coogan Ave H-9
Cordone Dr F-8
Cottage Ave I-9
Creek Rd E-8
Crescent La F-10
Crescent Rd I-10
Crest Ave H-9
Crooked Ave H-9

Deer Park La **D-8**
Durham Rd G-7

East Ct **E-7**
East La H-8
El Cerrito Ave F-8
Elkhorn Way G-7
Elm Ave E-9
Elm Ct E-9
Encina Pl F-11
Entrada Ave H-10
Essex Ave H-9

Fairview Ct **E-7**
Fern La E-8
Fernwood Dr F-10
Florence Ave E-8
Floribel Ave E-9
Floribel Ave E-9
Foothill Rd E-9
Forbes Ave I-9
Forest Ave E-8
Foss Ave F-11
Francis Ave D-8
Freda H-8

Garlack Rd **F-10**
Glen Rd E-8
Golf La I-8
Greenfield Ave H,G-10
Grove La I-10
Grove Hill Ave G-9

Hampton Ave **F-8**
Hawthorne Ave D-7
Hazel Ave F-9
Herrera Ct D-6
Hillcrest Ave F-9
Hillcrest Ct E-6
Hilldale Dr I-9
Hillside Ave F-9
Hoag Ave E-9
Holstein Rd E-6
Hooper La D-8
Humboldt Ave E-9

Idalia Ct **F-10**
Idalia Rd F-10
Idlewood Ct E-6
Indian Rock Ct F-6
Indian Rock Rd F-7
Island Dr I-9
Ivy La E-9

Jersey Ave **I-8**
Jones St G-11
Jordan Ave I-8

Karl Ave **F-9**
Kemp Ave F-10
Kendrick Ave E-5
Kensington Ct G-11
Kensington Rd G-11
Kientz La G-10
Kilgore La E-7
Klare Ave E-8

Lansdale Ave **E-8**
Laurel Ave F-9
Library Pl G-10
Lillian Ct E-6
Lincoln Ave H-10
Lincoln Ct H-10
Loma Robles Dr G-9
Longview Ave I-9
Longwood Dr I-8
Los Angeles Blvd G-8
Luna La G-9

Madero Ave **H-9**
Madrone Ave F-9
Magnolia Ave G-10
Maple La E-8
Mariposa Ave G-11
Martha La D-6
Meadowcroft Dr E-7
Medway Rd E-8
Melville Ave F-11
Merced Ave E-8
Milbrae Ave H-9
Miracle Mile I-10
Miwok Dr G-7
Mono La E-8
Monterey Ave G-8
Monterey Ter G-8
Morningside Dr E-7
Morton La E-9
Mountain View Ave F-8
Myrtle La F-10

STAFF REPORT

TOWN OF SAN ANSELMO Item #:2.4

MEETING DATE: June 11, 2024

AGENDA TITLE: 2023-2024 Budget Amendment and 2024-2025 Proposed Budget

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That the Town Council consider adopting the attached resolution amending the 2023-2024 Budget and provide staff feedback on the Preliminary Proposed 2024-2025 Budget and Work Plan.

BACKGROUND

The Town of San Anselmo's fiscal year starts on July 1 and ends the following June 30. Each year staff prepares a proposed budget to project revenues and recommend expenditures for the upcoming fiscal year.

DISCUSSION/ANALYSIS

The attached documents indicate that a balanced budget is anticipated in the General Fund for the 2024-2025 fiscal year. In the 2023-2024 fiscal year, the revised budget estimated an operating deficit of ($295,095). The most recent information indicates that 2023-2024 will end with a larger operating surplus of approximately $680,000. This increase is due to the following:

Revenues

- Conversative budgeting for the Town's Property Tax collections.
- Updated information received since the mid-year budget revisions for Sales Tax and Franchise Tax received.

Expenditures

- The Town had several open positions during the fiscal year in Building, Engineering, and Planning.
- Due to the Town issuing Pension Obligation Bonds in FY21-22, there are savings between the Bond repayment and the anticipated unfunded liability payment that would have been due to CalPERS. In FY23-24, that savings amount was

budgeted as an expense, $244,000, as it would be sent to the Town Pension Trust. The payment to the trust is not an expense, but a transfer of cash between funds.

This surplus plus the prior year's reserve balance would be about 34.5% of 2024-25 proposed expenditures, well above the Town Council policy of 20%.

Having a reserve balance that meets or exceeds the Town's policy is important to meet the Town's operational needs in the event the unlikely event of funding delays for the Town's revenue sources or in the event of an emergency such as a landslide or a pandemic however it is equally important in the rising cost environment that we are currently seeing to put those reserves to work for the Town's needs, if financially feasible. With the Town's reserve greater than the reserve policy staff is recommending that the Town Council consider using some of those surplus funds in the following ways:

1. ***Creation of a Park Capital Improvement Fund****. Although the passage of the Measure J Sales Tax by the voters of San Anselmo has allowed Town staff to schedule several projects into the 2024-2029 Capital Improvement Plan, the funds are not significant enough to address all the Town's needs. A dedicated Parks Capital Improvement Fund ensures that our town can undertake long-term planning for park development and maintenance. It provides a stable financial resource that allows for strategic investments in infrastructure and facilities, ensuring that parks remain well-maintained and equipped to meet the evolving needs of the community. Without such a fund, the Town risks facing deteriorating facilities and insufficient resources to address future demands. The Town was able to complete the Memorial Park Fields Rehabilitation project with the use of the Measure A Sales Tax funds which are dedicated to Memorial Park. The creation of the Park Capital Improvement Fund would allow for the Town to complete improvements at other Town Parks such as the Robson Lower Lawn or Hilldale Pocket Park. Staff is recommending the Council to transfer $400,000 of the General Fund Reserves to seed this fund and annually transfer $50,000.*

2. ***Transfer to the Building Maintenance Fund****. This is to meet the infrastructure needs of the Town. The original plan for the American Rescue Plan Act (ARPA)Funds prioritized significant Town infrastructure such as Town Hall Roof and HVAC, Library Roof and HVAC, Robson House Painting, Fire Station 20, and Town Hall Remodel. Due to the bid results for the Town Roof and HVAC project, the ARPA Funds had to be reallocated to only Town Hall and Fire Station 20. These other buildings need significant repairs and maintenance, and we are unable to allocate all of the project to Measure J funding only as estimates for the Library Roof and HVAC for example might be nearly 50% of annual Measure J*

funds. Therefore, staff is recommending the Town Council consider transferring $800,000 of General Fund reserves to the Building Maintenance Fund for the Library Roof and HVAC project

3. ***Transfer to Active Transportation Fund****. The Town Council approved $50,000 annually for the Town's Traffic Calming Program. A $75,000 transfer to the Active Transportation Fund will fund this program and also allow Town staff to procure additional bike racks/lockers for around Town.*

4. ***Transfer to Insurance Fund****. The Town's Insurance Fund funds the premiums for property, liability, cyber, and flood coverage. In recent years, the Town's contributions to the Bay Cities Joint Powers Insurance Pool have significantly increased to the market conditions specifically around the events of wildfires in California and cyber-attacks on local governments as such contributions have continued to increase. Due to more competitors entering into the Cyber market the contributions have stabilized for 2024-25, but if instances of cyber hacks continue then we should expect the market to adjust. Staff is recommending the Council consider a transfer of $75,000 to the Insurance Fund to protect against premium increases and to protect against future claims and the Town's self-insured retention.*

5. ***Transfer to Information Technology Fund****.* The Town continues to make various technological upgrades for equipment and implement policies necessary to have in place for the renewal of the Town's cyber security insurance. It has become increasingly difficult to qualify for coverage and the Town staff is working with Bay Cities Insurance JPA and Marin IT to make sure the Town can continue to get coverage for cyber security.

6. ***Transfer to Emergency Project Fund****. To fund any unexpected items that occur like the Center Avenue Bridge Sinkhole or landslide repair. Staff is recommending the Town Council consider transferring $125,000 for this purpose.*

With the above items for the Town Council to consider, the General Fund reserves would be at 28.6% of the proposed 2024-25 General Fund Expenditure and Transfers Out and still well above the Town Council policy of 20%. Staff will continue to review and provide an update to the Town Council at the June 25, 2024, meeting if the expected actuals fluctuate significantly from staff expectations.

The estimated beginning reserve fund balance as of July 1, 2024, would be $7,608,051, or 28.6% of expenditures and transfers out. This reserve is expected to be maintained for 2024-2025 as the proposed budget is a balanced budget.

The following are the major changes to the 2024-2025 General Fund budget as compared with the 2023-2024 budget:

Revenue

- Secured Property Tax, the General Fund's main source of revenue, is expected to increase by approximately $276,530 as compared to 2023-2024 estimated actual based on year-to-date collection from the Marin County Department of Finance and the Town's property tax consultants. Total property taxes are expected to increase by approximately $379,548 or 2.2%, as compared to the 2023-2024 year-end estimate or 3.8% over 2023-24 budget.

- General Fund Sales Tax category, which includes regular Sales Tax and Prop 172 Sales Tax, will see an increase of $29,775 or 1.7%. The normal growth rate is around 2% and the Town is expecting less due to an expected slow-down in retail and online sales activities. Elevated inflation and interest rates led to higher cost of goods resulting in consumers not spending as much as they had in the prior year. Following multiple years of post-pandemic tax growth assisted by federal tax policy and temporary workplace accommodations, consumers reassessed their economic conditions and limited purchases. As the Federal Reserve considers delaying softening rates, consumer spending could likely stagnate.

- The overall increase to revenue and transfers-in as compared to the fiscal year 2023-2024 revised budget is $537,788.

Expenditures

- The total increase for salaries is approximately $224,505 as compared to the 2023-2024 revised budget, which represents the following adjustments:

    - 3.0% salary schedule increase for SEIU employees as well as for employees in the management and confidential groups effective July 1, 2024.
    - Anticipated step increases for eligible employees.

- The Town issued Pension Obligation Bonds in September 2021 to fund the Town's unfunded liability with CalPERS. The issuance of the bonds due to the favorable interest rate environment created savings between the bond payment schedule and the CalPERS amortization schedule. Those savings will be sent to the Pension Trust to address any future unfunded liability concerns. In the 2024-2025 budget, that amount is approximately $150,000. There will be an estimated $90,000 unfunded liability payment for the Classic Tier 1, Classic Tier 2, and PEPRA-tiered employees. The payment is due to the rate of return from investments that CalPERS has experienced for year-end June 30, 2022.

- Health insurance costs are based on six months of the January 1, 2024, Kaiser medical insurance rate and another six months with an 8% escalator as the last couple fiscal year have seen double digit increases. The Town pays up to the Kaiser family rate for employees hired prior to July 1, 2014. Employees hired after July 1, 2014, have their medical benefits limited to a maximum of $2,050 per month.

- Payments for Pension Obligation Bonds is $640,429 in accordance with the debt service agreement, this is the second payment for the 2021 Pension Obligation Bonds. The Town issued $9,285,000 of Pension Obligation Bonds in September 2021. As of June 30, 2024, the remaining principal balance is $8,590,000. The bonds mature in February 2041.

- The payment to the Central Marin Police Authority (CMPA) for police services has been estimated to increase by $270,000 or 5.41% over the prior year's budget. The increase was reduced this fiscal year due to CMPA Police Board using one-time reserves to reduce the impact of the MOU.

- The direct member contribution to Ross Valley Fire Department (RVFD) for fire-related services has been estimated to increase by $453,000 or approximately 9% from the prior year's budget. The Fire Board approved beginning 3-person engine companies beginning on July 1, 2024, and that cost of approximately $261,000 is built into the Measure J budget. Other significant factors in the increase for RVFD are the changes in the command structure which now includes a stand-alone Fire Chief and an additional Administrative Battalion Chief.

- The budget includes a budget of $550,000 for the Town's General Plan. The Town has additionally collected $250,000 in the prior years as the General Plan Maintenance Fee. This amount is currently in the assigned fund balance.

- The total increase in expenditures and transfers out is $242,753 as compared to the 2023-2024 revised budget.

Other Funds:

Measure D Sales Tax Fund - The Measure D Sales Tax expired on March 31, 2023. The reserves from the Measure D Sales Tax Fund balance as of June 30, 2023, have been used for the Memorial Park Parking Lot Project in fiscal year 23-24. There are no reserves remaining in 2023-24 and no budget set for 2024-25 as the voters of San Anselmo approved Measure J Sales Tax to replace Measure D.

Measure J Sales Tax Fund - The Measure J Sales Tax began on April 1, 2023. The Town Council approved a 2-year allocation plan in May 2023. Due to the rising costs and shifting of priority projects the Measure J funding as been adjusted as shown in the

5-Year Capital Improvement Plan. The 2024-25 budget anticipates spending of $3,630,501. Notable expenditures and projects included in this budget are the 3-person engine company operational expenditure for Ross Valley Fire Department, 2024 Street Paving and Slurry, Resilient Hub, and a portion of the Library Roof/HVAC project.

Grant Funds – The Town expects to receive grants totaling approximately $898,320 in the 2024-2025 fiscal year in order to complete work related to roadway improvements, EV Charging, and bike/ped improvements.

Library Tax Fund -The Library Parcel Tax has increased from $68.40 per parcel to $70.44 per parcel, resulting in an additional $9,273 in revenue for supplemental library services.

Measure A Park Tax Fund - The Memorial Park Playing Field Repair Project was completed in fiscal year 22-23 using Measure A. In fiscal year 23-24, the Town Council approved a donation towards Open Space's purchase of Upper Hawthrone Canyon from Measure A for $202,560. Measure A was renewed by the voters in June 2022 and will continue to be split between 70% to Memorial Park and 30% to Open Space.

Climate Action Fund – The fund is intended to help the Town build its capacity to identify and undertake climate action at the municipal level. The proposed budget includes provided funding of $55,000 for the Climate Action Coordinator shared with the Town of Fairfax and $50,000 for projects.

Recreation Fund – The Recreation Department services to the community have excelled post Covid ending the 2023-2024 fiscal year with an estimated $965,000 reserve balance. The Department's proposed budget for 2024-2025 anticipates using $450,000 of reserve for capital projects such as Parkside Preschool Playground Project, Air conditioning units at Parkside and Vista Room, and large fans installed in the Gym. The budget also requests the addition of another full-time Childcare Instructor at Robson After Care and Toddler Enrichment Services due to increased enrollment and demand. The position is fully funded by the Recreation fund.

Debt Service Fund – 2011 General Obligation Bond - On March 22, 2011, the Town Council approved the refunding of the remaining balance of the previously issued General Obligation Bond Series 1995, 1997 and 2000 with the issuance of the $5,955,000 General Obligation Bond Series 2011. The purpose of the refunding is to refinance the former Series at a lower interest rate into an average 3.8%. As of June 30, 2024, $450,000 remains in outstanding principal. The bonds mature in August 2025.

Debt Service Fund - 2020 General Obligation Refunding Bonds - On May 12, 2020, the Town Council approved the refunding of the remaining balance of the previously issued General Obligation Bond Series 2003 with the issuance of the $1,320,000 General Obligation Bond Series 2020. The purpose of this refunding is to refinance the former Series at a lower interest rate into an average 4%. As of June 30, 2024, $890,000 remains in outstanding principal. The bonds mature in August 2028.

Internal Service Funds – Building Maintenance, Technology Replacement, and Vehicle Replacement Funds – The purpose of these funds is to account for the cost of operating and maintaining the Town's building, network system, and vehicle program; to accumulate funding and build up reserves to fund future needs.

Work Plan Goals

Staff continues to progress through the 2023-2025 work plan priorities. These priorities will be reflected on the corresponding department pages or in the narrative of the corresponding fund. The Town Council receives periodic updates on the status of the work plan priorities.

Five-Year General Fund Financial Forecast

The purpose of the Five-Year Financial Forecast 2024-2025 through 2028-2029 (Attachment 3) represents an effort to analyze the Town's long-term fiscal condition based upon a reasonable set of economic and operational assumptions. It is an important management tool used by both the Town Council and Town Management for identifying fiscal trends and issues which must be addressed in order to assure continued financial success. The set of forecasts contained in this report is not a prediction of what will occur. The forecasts are a snapshot in time and an approximate view of what could occur in the future if all of the assumptions are realized. As with any forecast or prediction, the assumptions and projections for the nearer years carry more certainty and confidence than the years further into the future. The Town must continue to closely monitor economic conditions locally, statewide, and nationally.

The General Fund continues to be in good financial health. Looking to the fiscal year 2024-25 and beyond, the Town is projecting that the regional economy will continue to grow. Property taxes are the Town's largest revenue source accounting for 78% of the Town's revenue. Based on conversations with the Town's sales tax consultant, Sales Tax Revenue in FY24-25 will remain flat, but then sales tax will resume normal growth of around 2.5%. The Town's salary and benefits and payments for Police and Fire Services continue to be about 75% of the Town's expenditure budget. Due to the issuance of the Pension Obligation Bonds, the Town has controlled the rising pension costs and is still able to put some funds into the Pension Trust each year. The General Fund forecast that is presented is structurally balanced and provides as much growth in critical services as possible.

This multi-year financial forecast serves as a starting point to provide perspective and analysis of what will happen if current financial decisions and operational practices continue into the future. The Town staff will work together to bring updates to the Council as more economic information becomes available

The Proposed 2024-2025 Budget and Five-Year General Fund Forecast was presented and discussed with the Infrastructure and Fiscal Monitoring Committee on April 18, 2024.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Council's discussion and acceptance of this item 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

Attachment 1 – Resolution Amending 2023-2024 Budget
Attachment 2 – Proposed 2024-2025 Budget
Attachment 3 – Five-Year General Fund Financial Forecast

RESOLUTION NO.

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO AMENDING THE 2023-2024 BUDGET

WHEREAS, the Town Council adopted the 2023-2024 fiscal year budget by Resolution No. 4905 on June 27, 2023; and

WHEREAS, at its meeting of February 27, 2024, the Town Council amended the budget as part of its Mid-Year Budget Review by Resolution 2024-4529; and

WHEREAS, new information has emerged since the Mid-Year Budget Review of the 2023-2024 budget; and

WHEREAS, the Town Council finds it necessary and in the public interest to amend the budget amended by Resolution No. _____;

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

The 2023-2024 budget be amended as follows:

GENERAL FUND

Transfers out	Increase Transfers to Building Maintenance Fund by $800,000
	Increase Transfers to Active Transportation Fund by $75,000
	Increase Transfers to Insurance Fund by $75,000
	Increase Transfers to Library Tax Fund by $15,000
	Increase Transfers to Park Capital Improvement Fund by $400,000
	Increase Transfers to Technology Replacement by $75,000
	Increase Transfer to Emergency Project Fund by $125,000

BUILDING MAINTENANCE FUND

Transfers In	Increase Transfers in from General Fund by $800,000

ACTIVE TRANSPORTATION FUND

Transfers In	Increase Transfers in from General Fund by $75,000

INSURANCE FUND

Transfers In	Increase Transfers in from General Fund by $75,000

LIBRARY TAX FUND

Transfers In	Increase Transfers in from General Fund by $15,000

PARK CAPITAL IMPROVEMENT FUND

Transfers In	Increase Transfers in from General Fund by $400,000

TECHNOLOGY REPLACEMENT

Transfers In	Increase Transfers in from General Fund by $75,000

EMERGENCY PROJECTS

Transfers In	Increase Transfers in from General Fund by $125,000

I hereby certify that the foregoing resolution was passed and adopted by the San Anselmo Town Council at a regular meeting thereof, held on the 11th day of June 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Eileen Burke, Mayor

ATTEST:

_____
Serge Avila, Town Clerk

TOWN OF
SAN ANSELMO
EST. 1907



2024-2025

TOWN OF SAN ANSELMO
PROPOSED BUDGET & WORK PLAN

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TOWN MANAGER'S MESSAGE

Eileen Burke
Mayor

Tarrell Kullaway
Vice Mayor

Steve Burdo
Councilmember

Brian Colbert
Councilmember

Alexis Fineman
Councilmember

TOWN OF
SAN ANSELMO
EST. 1907

525 San Anselmo Avenue, San Anselmo, CA 94960-2682
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(415) 258-4600 | Fax (415) 459-2477

June 11, 2024

Honorable Mayor Burke, Town Council and San Anselmo Residents,

I am pleased to present the Town's Fiscal Year 2024-2025 Proposed Annual Budget and Work Plan, the annual roadmap for operations in the Town of San Anselmo. This extensive, detailed, and balanced budget continues the Town Council's priorities to protect General Fund reserves while providing a Capital Improvement Program (CIP) of one-time expenses towards improving Town assets and infrastructure.

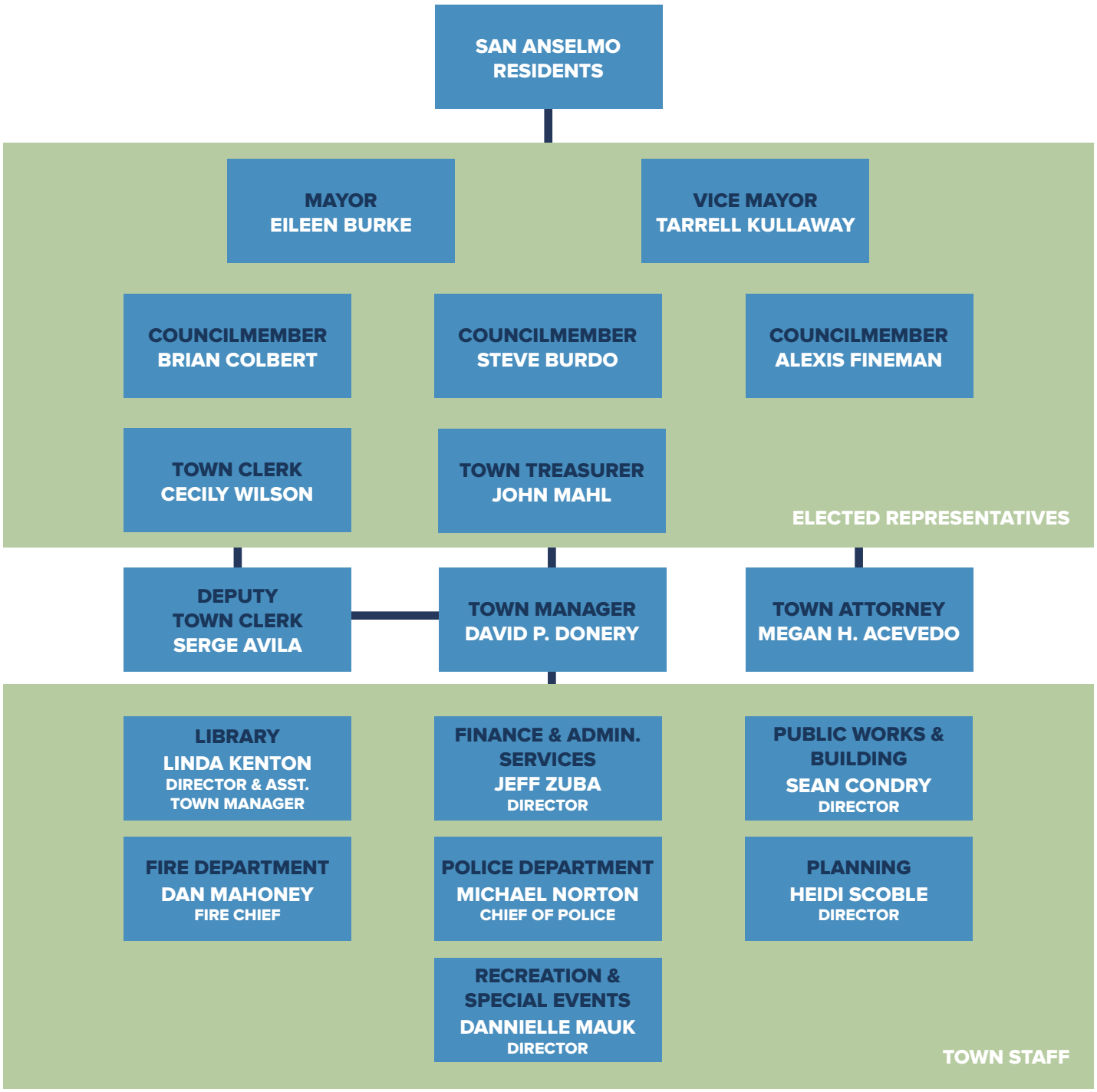
The budget documents are the product of many teammates working in a collaborative manner to align resources that are consistent with the Town Council's and community's priorities, while continuing to maintain fiscal responsibility. In implementing the Council's budget, our team strives to advance our organizational values of teamwork, customer service, innovation, meeting challenges, and professional development. I want to acknowledge and thank all of the Town's employees for their efforts to improve the community we serve. It is an honor to work with such a dedicated, community-focused team of professionals.

The annual budget and work plan allocates resources to a variety of Town priorities and programs to ensure the community's physical security, enhance the community's quality of life, and maintain and develop the Town's facilities and infrastructure. This particular budget attempts to hold onto years of effort in doing so while addressing rising costs and high expectations while balancing the need to continue to maintain a nimble response to demands for services.

This document represents our continued commitment to prudent fiscal management, to effective service delivery and to supporting an affordable quality of life for our residents. Once adopted by the Council, the budget establishes the direction for all Town programs and services for the coming year. It represents the consensus of Council direction and staff recommendations on how to best accomplish Council goals and respond to the highest priorities of community needs.

TOWN ORGANIZATIONAL STRUCTURE

Town Council is the legislative body which represents the public; receives input, develops and adopts policy, and resolves public issues; formulates Town policy through motions, resolutions and ordinances which reflect the needs of the public.
Town staff, led by the Town Manager and the Department Heads, carries out the day-to-day work of the organization. These departments include Administration and Finance, Fire, Library, Planning, Police, Public Works, and Recreation.



TOWN MANAGER'S MESSAGE

FISCAL SUMMARY AND ECONOMIC OUTLOOK

After several years of rising property tax revenues and better than expected sales tax returns, projections show a slowdown in this growth, with property tax revenues projected to return to levels seen previously at between 3% and 4% annually and sales tax remaining flat. With this in mind, the proposed fiscal year 2024-25 budget was developed based on the continuing objective of providing high quality services to our community in an effective, efficient, and financially responsible manner. The 2024-25 Work Plan Priorities information have been placed in each department's budget section, which will guide work during the fiscal year and beyond.

The fiscal year 2024-25 Proposed Budget reflects a balancing strategy that has prioritized essential services, continues to proactively fund long term obligations, and maintains investments in the Town's most critical infrastructure.

ROADS, INFRASTRUCTURE, AND TOWN FACILITIES

Since 2013, when Measure D was passed by residents increasing funding for infrastructure improvements, the annual work plan for road, drainage and other infrastructure repairs has been greatly enhanced. Additional transportation funding is also provided by California's Senate Bill 1 (SB 1) and County Measure AA.
Over the past decade, the Town's pavement condition index (PCI) has gone from a 58 (fair) to a 72 (satisfactory). According to the Metropolitan Transportation Commission, the average PCI in the Bay Area is 67.

In 2022, Town residents passed Measure J, a successor sales and use tax measure to Measure D. Measure J continues and enhances ongoing funding for roads and infrastructure along with providing ongoing funding for enhanced staffing in the Ross Valley Fire Department, for park and building improvements, active transportation enhancements, and projects to help mitigate the effects of climate change. Many of these projects are part of the Town's Capital Improvement Program.

5-YEAR CAPITAL IMPROVEMENT PLAN (CIP)

The Town develops, organizes and prioritizes its ongoing capital needs through the development of a Capital Improvement Program, commonly referred to as the CIP. Development of the CIP considers projects identified by staff and the Town Council and organizes them into a plan that, due to the size and scope of projects, spans multiple fiscal years. The Town's current CIP spans five years and considers a wide range of projects. Below is a brief summary of upcoming CIP activities:

PAVING/STREETS
Staff plans for approximately $1,500,000 in paving each year, along with $250,000 of crack and slurry seal projects to improve the Town's Pavement Condition Index (PCI) Also included are annual funding for traffic signal improvements, and unprogrammed paving and concrete street repair.

ACTIVE TRANSPORTATION

Improvements for non-motorized forms of transportation (walking and bicycling) is a large component of the CIP. Staff actively seeks grant funds for larger projects.

Projects in the 5-Year CIP include traffic signal improvements at Sir Francis Drake Blvd. at Broadmoor Ave., Safe Routes to Schools projects, sidewalk gap closures, ADA improvements, trail projects, traffic calming program, and other improvements.

PARKS

Over the last two years, the Town has invested in improving the Memorial Park Athletic fields, the parking lot, Millenium Playground and is working on updating the master plan for improvements at the south end of the park. When and if the County Flood Control District project is completed at Creek Park, the Town will have an opportunity to improve the park and plaza along San Anselmo Avenue.

BUILDINGS

The Town's buildings, including Town Hall, the Library, Isabel Cook Community Center, Robson-Harrington House, as well as Fire Stations 19 and 20, are in need of significant maintenance and repairs to avoid more costly replacement. The 5-Year CIP includes projects funded by Measure J, as well as several projects funded by the Federal American Rescue Plan Act (ARPA).

BRIDGES

The Town has 20 bridges, some almost 100 years old. Many of the bridges are inspected by Caltrans every other year, and depending on the condition, may qualify for repair or replacement funds from the federal Highway Bridge Program. The federal process has turned out to be quite slow, sometimes taking over a decade. As the programmed bridge projects progress, some require an 11% local match, which will likely come from Measure J, and will become significant for the construction projects in the latter years of the 5-Year CIP.

DROUGHT/CLIMATE/SOLAR

The Town has prioritized projects to improve wells at Memorial Park and Creek Park, and has been successful in obtaining grants to offset costs for Electric Vehicle (EV) charging stations at parking lots and parks. A resiliency hub is planned for Town Hall, with solar panels and batteries to allow normal town functions during power outages.

STORMWATER/FLOOD CONTROL

The Town has been improving existing storm drains each year by replacing rotted pipe or lining pipe that is in danger of rotting. New storm drain projects are extremely expensive and have not been programmed in the 5-Year CIP.

The Town is facing regulations from our State Stormwater Permit that require filtering out debris and trash smaller than 5 millimeters from stormwater in our downtown and high density housing areas. Over the next 5 years, the Town will be required to install trash capture devices inside storm drain catch basins in several areas of Town.

TOWN MANAGER'S MESSAGE

REGIONAL FLOOD MITIGATION

In addition to local storm water and flood control efforts listed above, the County of Marin's Department of Public Works, in its capacity as the Flood Control and Water Conservation District, works on flood control on a regional basis.

The San Anselmo Flood Risk Reduction Project (SAFRR) is part of the District's plan to mitigate the 25-year flood event in the Ross Valley. The Project consists of three distinct components: (1) the Sunnyside Nursery Flood Diversion and Storage Basin installation at 3000 Sir Francis Drake Boulevard in Fairfax; (2) the removal of building foundations at 632-634 San Anselmo Ave in San Anselmo (BB2), a structure that partially obstructs the flow of San Anselmo Creek and related creek restoration; and (3) flood mitigation measures on designated downstream private properties that may see a rise in water surface due to the removal of BB2 in San Anselmo.

The District has completed the installation of the flood diversion and storage basin, and had plans to move forward with the remove the foundations at BB2 during the summer of 2024 but had to postpone the project indefinitely due to issues related to FEMA regulations. It is unknown at this time what the next steps are for this project.

During the fall of 2023, a group of San Anselmo residents gathered the required signatures to place an item on the March 2024 ballot asking voters whether an initiative measure should be adopted to withdraw the Town of San Anselmo from the Marin County Flood Control and Water Conservation District. This measure passed and as a result, the Town is no longer a member of the District and does not have representation on the Flood Zone 9 Advisory Committee.

BUDGET FORMAT

The operations of the Town are budgeted primarily in the Town's General Fund. Significant maintenance projects and other capital improvements are contained in the Capital Reconstruction Fund. Road and drainage improvement projects are funded through the Road Maintenance Fund and grants in the Grants Fund. The Recreation Fund accounts for most of the revenue and expenditures related to recreation programs. The Library Tax Fund tracks expenditures related to the special Library services tax. The Measure J Sales Tax Fund tracks activity related to capital projects funded through the use of those funds. A list of all the Town funds, a description of their functions, and a summary of revenue and expenses are contained in the Overview of Funds section at the beginning of the budget document.

CONCLUSION

The proposed FY 2024-25 budget represents a prudent budget that addresses the Town's pressing capital and equipment needs, while maintaining a staffing structure that strives to meet the needs of its citizens. The Town's staff remains committed to providing excellent community services to the residents of San Anselmo.

TOWN MANAGER'S MESSAGE

ACKNOWLEDGEMENTS

As stated earlier in this message, the development of the Town's annual budget and work plan requires teamwork, foresight, experience, and leadership. From top to bottom, the leadership and dedication from within each Town department is reflected within this document.

The Town's team in this endeavor, led by Finance and Administrative Director Jeff Zuba, submit a proposed budget following the Town's strict standards, which reflect a careful balancing of accountability and progress with the overarching policy of 'living within our means'.

Respectfully submitted,



David P. Donery
Town Manager

ITEM 2.4 - ATTACHMENT 2

OVERVIEW OF FUNDS
CHANGES IN FUND BALANCE
2024-2025

DESCRIPTION	Estimated Fund Balance June 30, 2024	Revenue	Transfers In	Total Resources Available	Expenditures	Transfers Out	Estimated Fund Bal & Res June 30, 2025
General Fund	7,608,051	21,569,060	403,318	29,580,429	21,367,378	605,000	7,608,051
Special Revenue Fund							
Community Services Master Plan	4,950	-	-	4,950	4,000	-	950
Road Maintenance Fund	421,786	479,000	780,893	1,681,679	1,511,296	-	170,383
State Gasoline Tax	-	700,312	-	700,312	-	700,312	-
Measure D Sales Tax Fund	-	-	-	-	-	-	-
Emergency Reserve Fund	1,749,727	-	-	1,749,727	1,389,701	-	360,026
Downtown Revitalization Fund	33,077	-	-	33,077	5,000	-	28,077
Grant Fund	25,153	802,300	-	827,453	802,300	-	25,153
Recreation Fund	965,059	2,210,355	-	3,175,414	2,626,456	33,899	515,059
Library Tax Fund	19,480	325,995	-	345,475	343,281	-	2,194
Robson House	(84,022)	26,220	-	(57,802)	42,510	-	(100,312)
Special Events	45,457	73,500	-	118,957	92,075	-	26,882
Measure A Parks Tax Fund	124,067	117,485	-	241,552	242,277	-	-
Isabel Cook Center	52,185	107,688	-	159,873	222,500	-	(62,627)
Measure C Wildfire Tax Fund	178,367	380,000	-	558,367	380,000	-	178,367
Climate Action Fund	65,697	-	105,000	170,697	155,000	-	15,697
Creekside Commons Fund	(68,075)	-	-	(68,075)	-	-	(68,075)
Capital Project Funds							
Capital Reconstruction	228	-	-	228	-	-	228
Equipment Replacement	18,061	-	-	18,061	18,061	-	-
Debt Service Fund							
Measure G Debt Service	480,015	304,040	-	784,055	397,113	-	386,942
Municipal Lease Fund	-	-	-	-	-	-	-
Internal Service Fund							
Insurance Fund	587,467	600,000	-	1,187,467	790,010	-	397,457
Building Maintenance Fund	1,166,298	374,837	-	1,541,135	1,150,000	-	391,135
Technologies Replacement	56,125	252,975	-	309,100	275,000	-	34,100
Vehicle Replacement Fund	293,377	60,000	-	353,377	100,000	-	253,377
TOTAL	13,742,531	28,383,767	1,289,211	43,415,509	31,913,957	1,339,211	10,163,066

GENERAL FUND



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OVERVIEW OF REVENUES & EXPENDITURES

Understanding municipal finance takes a lot of effort and willingness to read and interpret a large volume and wide variety of information. The Town strives to make all communications, including financial information, as approachable and understandable as possible.

In this section, we are presenting information about how the Town receives its funding and how it gets spent. We are presenting it in a format that has been developed to lay out the basic structures of the income and outflow of tax dollars and other funds the Town receives and spends.

The Town of San Anselmo receives funding to operate through a variety of sources. Many are well-known, such as property tax and sales tax. These two sources make up most of the Town funding. As you will see in this budget document, the Town's operations are accounted for in the General Fund.

GENERAL FUND REVENUE

PROPERTY AND OTHER TAXES

- **Property Tax:** Property tax is the primary source of revenue for the Town of San Anselmo. The basic property tax is 1 percent of the assessed valuation, of which the Town receives less than one quarter. In 2024-2025, the assessed valuation of San Anselmo properties is expected to increase more than 3.0%, an indication that property sales remain strong.

- **Secured:** The Town's share of 1 percent of the Town's assessed valuation is billed by the County of Marin. A property assessment may not exceed a 2 percent increase in any year unless the property has been sold or improvements have been constructed.

- **Unitary:** State collected and distributed tax on utility-owned properties. In Marin County, PG&E property accounts for approximately 25% of unitary tax collections.

- **Unsecured:** Tax on property such as business office equipment and possessory interest tax.

- **Supplemental:** Taxes assessed on property sales and new construction outside the regular tax bills.

- **Homeowners Exemption (HOPTR):** Reimbursement for the property tax lost on the $7,000 homeowners' property tax exemption.

- **Pension Override Tax:** The Town's pension tax is used to pay for the cost of the employee pension program. The rate is $0.059 per $100 of a property's assessed value.

- **Municipal Service Tax:** The Town's Municipal Services Tax is used to pay for general Town services. It is assessed annually at $78 per residential living unit or 5.2 cents per square foot for commercial space.

- **ERAF Property Tax:** Beginning in the 1992-93 fiscal year, the State of California diverted property taxes from local governments to boost revenues to the State. The fund to which

these local revenues are being diverted is called “ERAF,” Educational Revenue Augmentation Funds. In Marin County, the ERAF formula allows the local governments to keep a portion of the diverted property taxes, or ERAF taxes.

- **Property Tax in Lieu of Motor Vehicle License Fees:** The vehicle license fee (VLF), also called the motor vehicle in-lieu tax, is a tax on the ownership of a registered vehicle in place of taxing vehicles as personal property.

OTHER TAXES

- **Sales Tax:** The Town receives 1 percent of the 9.25 percent in sales tax on retail sales transactions taking place in the Town. San Anselmo has relatively low sales tax revenue compared to its neighboring cities due to its physical location away from the freeway.

- **Property Transfer:** The Town and County of Marin each receive $.55 per $1,000 of the sales price of property sold in San Anselmo.

FRANCHISES

- **Garbage:** The Town receives 11% of the revenues of the garbage service.

- **Cable TV:** The Town receives 5% of the revenues received by the cable companies, Comcast and AT&T, from San Anselmo subscribers. Legislation has held that high speed internet access fees collected by the cable company are not subject to the franchise fee.

- **Electricity & Gas:** The Town receives 0.5 % of electrical service revenue and 1% of the gas service revenue in San Anselmo.

PERMITS AND LICENSES

- **Business License Tax:** Each business activity in San Anselmo is required to have a business license. Most license fees are based on the gross receipts of the business. The minimum license fee for most businesses is $15. A business license administrative fee is no longer being charged.

- **Construction:** Building, electrical, plumbing, heat/air/mechanical permits, and plan check fees. Revenues have steadily increased over the past few years due to strong building activity and turnover in real estate.

FINES

- **Vehicle Code:** The Town, County, and State each receive a share of the fines collected for vehicle code citations issued in San Anselmo. The State and County are the first to collect their share on the fines imposed by the courts.

- **Parking:** The Town’s share of fines collected on parking citations issued in San Anselmo.

USE OF MONEY & PROPERTY

- **Interest:** The Town invests its idle funds with the Local Agency Investment Fund (LAIF) managed

by the State Treasurer. The General Fund receives interest on all funds, with the exception of interest that accrues to the Measure G Debt Service Funds, Measure A Parks Tax Fund and Measure G Projects Fund; those funds accrue their own interest.

STATE REVENUE

- **Proposition 172 Sales Tax:** Allocation of 0.5 percent of sales tax approved by California voters to fund public safety costs.

- **Abandoned Vehicle Program:** Cities and towns are eligible to receive reimbursement for their costs in enforcing State abandoned vehicle laws. This revenue is turned over to Central Marin Police Authority.

- **Motor Vehicle License Fee:** The California Department of Motor Vehicles collects a property tax on the depreciated value of motor vehicles, and the State distributes the funds to local governments on a per capita basis.

- **State Mandated Reimbursement:** Legislation known as SB 90 previously required the State to reimburse local governments for the cost of implementing state mandates, such as domestic violence calls and Open Meeting Act laws. No reimbursement is expected this year from the State.

FEES FOR SERVICE

- **General Plan Maintenance Fee:** Fees collected from Planning applicants for General Plan maintenance.

- **Resale Inspections:** Town code requires an inspection by the Building Inspector at the time a residential property is sold, to identify health and safety hazards needing correction.

- **Planning Fees:** Cost recovery for labor to process planning permit applications, such as variances, use permits, design review, and subdivisions.

MISCELLANEOUS

- **Donations:** Donations from community groups or residents.

- **Other:** Miscellaneous Town revenues, such as copy machine revenue, reimbursement of water costs by the Robson Community Garden, donations by Friends of the Library, etc.

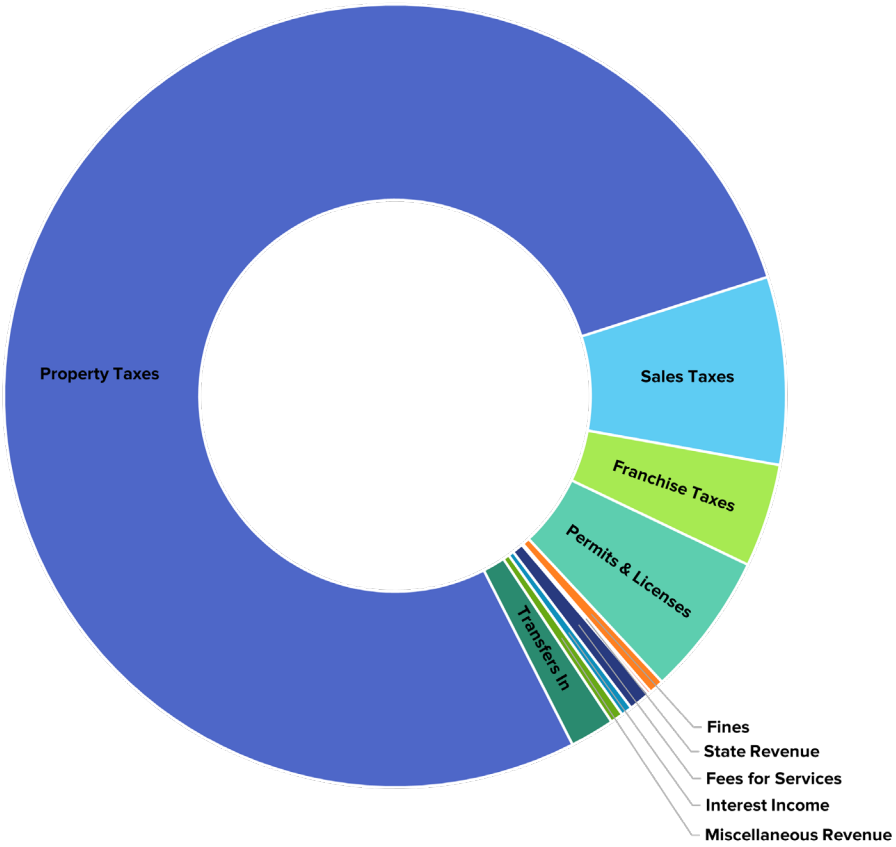
TRANSFERS IN

- **From State Gasoline Tax Fund:** Municipalities receive a share of State gas tax revenues, distributed on a per capita basis, for costs associated with street maintenance. This revenue is received into the Gas Tax Fund, a special revenue fund. Transfers are made to the General Fund to support street maintenance activities as appropriate.

- **From Recreation Fund:** Recreation Fund transfers its share of annual unfunded pension liability payment to General Fund.

OVERVIEW OF REVENUES & EXPENDITURES

GENERAL FUND REVENUE SUMMARY
$21,972,378

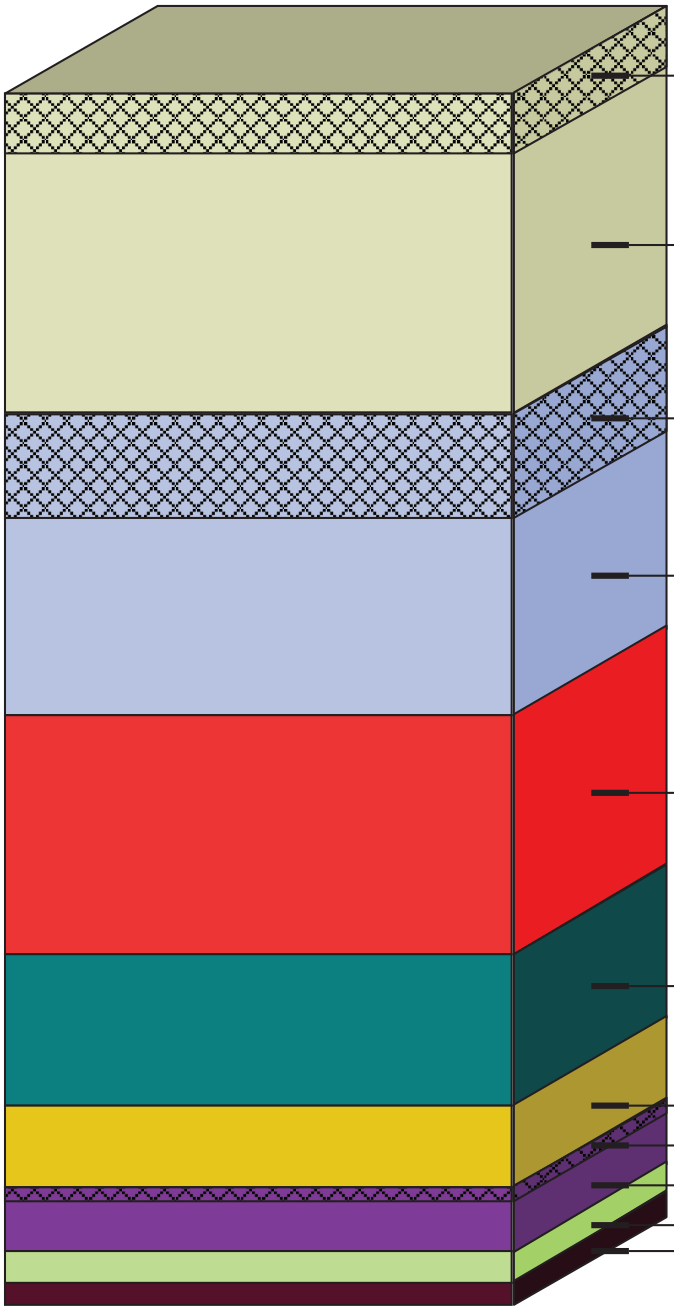


Property Taxes	$17,048,409	77.60%
Sales Taxes	$1,702,106	7.75%
Franchise Taxes	$936,500	4.26%
Permits & Licenses	$1,306,000	5.94%
Fines	$134,490	0.61%
State Revenue	$27,500	0.13%
Fees for Services	$198,500	0.90%
Interest Income	$100,000	0.46%
Miscellaneous Revenue	$115,555	0.53%
Transfers In	$403,318	1.84%
TOTAL	**$21,972,378**	**100.00%**

OVERVIEW OF REVENUES & EXPENDITURES

PROPERTY TAX ALLOCATION

Property taxes in San Anselmo provide over 78% of the Town's operating revenue for FY 2024-2025. Of each dollar of property tax spent by our residents, the Town receives approximately $0.26. The chart below shows a breakdown of how your property taxes are used:

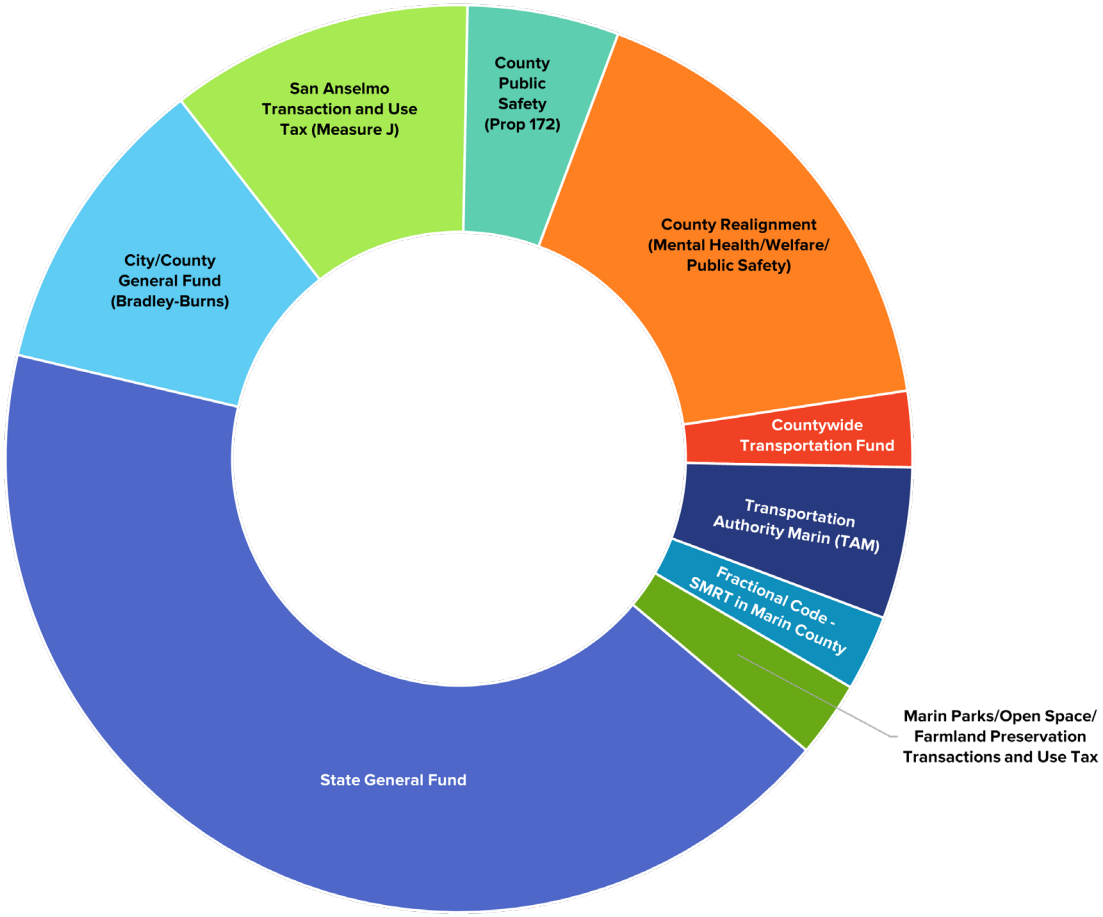


$0.05129	ERAF Share of San Anselmo General Fund
$0.2132	San Anselmo General Fund
$0.08704	ERAF Share of County General Taxing District
$0.1629	County General Taxing District
$0.1942	Ross Valley School
$0.1259	Tamalpais Union High School District
$0.0674	Marin Community College
$0.01246	ERAF Share of #1 Ross Valley Sanitary
$0.0421	#1 Ross Valley Sanitary
$0.0231	County School Service Fund
$0.00981	Marin County Open Space
$0.00573	Marin County Transit District
$0.00293	Marin/Sonoma Mosquito Vector
$0.00188	Bay Area Air Quality Management District
$ 1.0000	

OVERVIEW OF REVENUES & EXPENDITURES

SALES AND USE TAX ALLOCATION

Sales tax in San Anselmo is currently assessed at 9.25%. Of this amount, the Town receives 1% as per State Law, and an additional 1.0% from Measure J which is allocated towards road and infrastructure repairs and upgrades. The chart below shows a breakdown of how your local sales taxes are used:



State General Fund	3.9375%
City/County General Fund (Bradley-Burns)	1.0000%
San Anselmo Transaction and Use Tax (Measure J)	1.0000%
County Public Safety	0.5000%
County Realignment (Mental Health/Welfare/Public Safety)	1.5625%
Countywide Transportation Fund	0.2500%
Transportation Authority of Marin (TAM)	0.5000%
Fractional Code - SMRT in Marin County	0.2500%
Marin Parks/Open Space/Farmland Preservation Transactions and Use Tax	0.2500%
TOTAL	**9.2500%**

OVERVIEW OF REVENUES & EXPENDITURES

GENERAL FUND EXPENDITURES

LABOR COSTS

- **Salaries:** Salaries and salary-related costs are the largest single expenditure for the Town, approximately 73% of the Town's expenditures, including Fire and Police Department contract cost.

- **Final Salary/Leave Buyout:** Employees may opt to cash out one week of vacation per year. Upon separation from the Town, an employee's accrued vacation time payout costs and any other moneys due are paid from this category.

- **Health Benefits:** The Town currently has a cafeteria benefits plan that pays the equivalent of family Kaiser, dental, vision, a small life insurance policy for each employee and long-term disability premium currently in the amount of approximately $2,655 per month. Any unused portion of the 2024-25 cafeteria benefits plan is given to employees as "cashback" up to a cap of $365 per month. The cashback program offers flexibility to employees in their choices for health coverage. Employees hired after July 1, 2014, have their medical benefit limited to a maximum of $2,050 per month with no cashback option.

- **Retirement:** The Town is a member of the Public Employees Retirement System (PERS). The various plans are described in terms of a percentage of annual salary at a certain retirement age. For example, the 2% @ 55 plan allows an employee to retire at age 55 with 2% of his/her annual salary for each year of service. The Town had one retirement plan for Miscellaneous employees (2.7%@55) until February 2007, when a second-tier retirement plan (2%@55) was enacted in order to reduce retirement costs. The current configuration of retirement plans and their rates (expressed as a percentage of payroll) is:

Group	Tier 1	2024-25 Rate	2023-24 Rate	Tier 2 (eff. 2/07)	2024-25 Rate	2023-24 Rate	PEPRA
Miscellaneous	2.7%@55	16.02%	15.95%	2%@55	12.52%	12.47%	7.87%

Currently, part of the pension rate is expressed as a percentage of monthly salary. Employees pay the employee share, which is 8% for Miscellaneous in Tier 1 and 7% for Tier 2.

In 2012-13 the Town's PERS rate was reduced to reflect the sale of Pension Obligation Bonds to pay the Town's Employer Side Fund liability of $3,521,184. In 2003, CalPERS combined agencies with less than 100 members into risk pools based on plan type. The Employer Side Fund was created to account for the difference between the funded status of the pool and the funded status of individual plans. The repayment of the Pension Obligation Bonds is reflected in the Expenditure Summary under General Fund Departments, Debt Service (Pension Obligation Bonds). Overall, the refinancing of the side fund is saving the Town approximately $60,000 per year.

In January 2013 the State Public Employees' Pension Reform Act (PEPRA) went into effect. Any person who becomes a new member of the retirement system on or after January 1, 2013 may only

be offered the new pension benefit plan specified in the Reform Act. All non-safety new hires are subject to a formula providing 2% of compensation for each year of service for an individual retiring at age 62, increasing to 2.5% for an individual retiring at age 67. PEPRA employees must pay 50% of the cost of the pension, 7.75% effective July 1, 2023.

In May 2014, the CalPERS Board adopted changes to the existing pooling structure policies and a new policy for allocating the pools' unfunded accrued liability, effective for the 2015-16 employer contribution rates. Due to unintended consequences resulting from the PEPRA changes and existing PERS policies on risk pools, changes were necessary to ensure the proper funding of the pools. In order to address the problem, CalPERS combined twelve risk pools into two, one for Safety and one for Miscellaneous. Employer contributions toward the unfunded liability for plans in a risk pool are collected as dollar amounts instead of contribution rates expressed as a percentage of payroll for an estimated 30 years.

In September 2021, the Town issued Pension Obligation Bonds to pay the Town's Employer side unfunded liability of $9,070,378. Due to the favorable interest rate environment at the time of issuance, the projected savings over the life of the bond is estimated to be $5,351,965. The savings between the CALPERS amortization schedule and bond repayment schedule will be paid to the Pension Trust each year to alleviate any future unfunded liability concerns. For the Town, year 2 savings estimated to be paid to the Pension Trust is $150,000.

With the consolidation of Police services into the Central Marin Police Authority and Fire services into the Ross Valley Fire Department, the Safety pension costs are included in their respective budgets.

- **Payroll Taxes:** The Town participates in Social Security at a rate of 6.2% of total salary up to a limit of $168,600 in 2024 and in Medicare at a rate of 1.45% of total salary without limit.

- **Overtime/Temporary:** Costs associated with overtime pay and temporary help.

SERVICES AND SUPPLIES

- **Legal Advertising:** Legally required advertising for noticing public meetings, bidding, ordinances, and General Plan amendments.

- **Vehicle Operations:** Preventive and repair maintenance for the Town fleet of cars and trucks.

- **Equipment Maintenance:** Town equipment, including office equipment, copy machines, postage machine, fax, and mowers.

- **Publications & Dues:** Professional and technical publications and membership dues in professional organizations.

OVERVIEW OF REVENUES & EXPENDITURES

- **Outside Services:** Outside audits, technical consulting assistance, Joint Powers Agreements for county-wide services, and parking meter collection.

- **Training:** Workshops, seminars, and conferences to keep staff current.

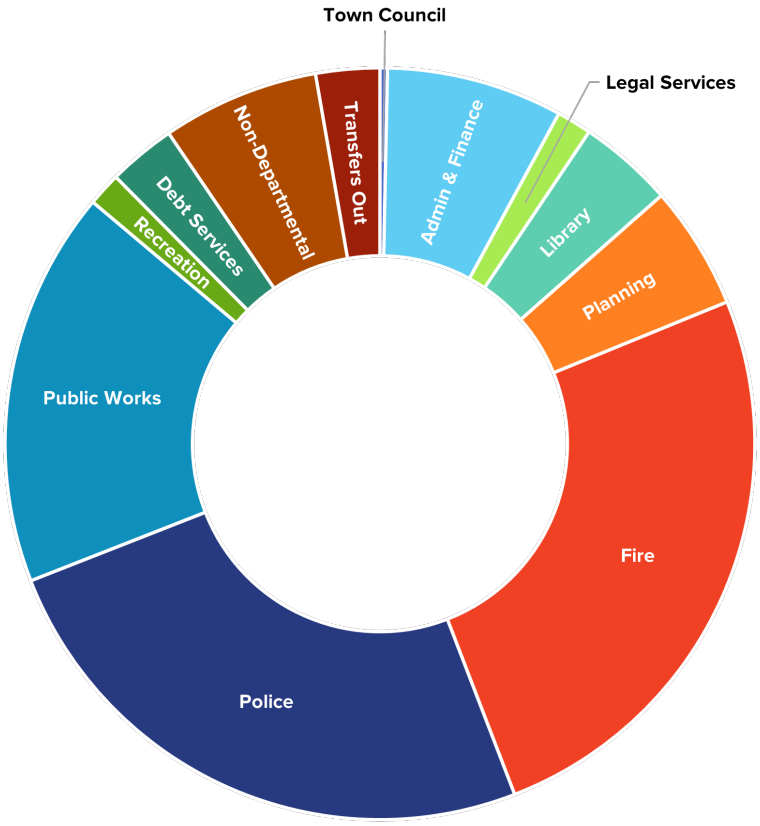
- **Internal Service Charge – Bldg Maint:** Janitorial, heating and air conditioning, and minor repairs. Telephone, gas, electricity, water, sewer, and heat/air.

- **Internal Service Charge – Info Tech:** Technology support for departments.

- **Supplies**: Postage, copy paper, and miscellaneous supplies; costs associated with employee costs that are reimbursable, such as mileage allowance, uniforms, boots, and protective clothing tools; supplies and services related to the technical functions of each department.

OVERVIEW OF REVENUES & EXPENDITURES

GENERAL FUND EXPENDITURE SUMMARY
$21,972,378



Town Council	$71,446	0.33%
Administration & Finance	$1,669,529	7.60%
Legal Services	$330,000	1.50%
Library	$899,716	4.09%
Planning	$1,169,800	5.32%
Fire	$5,559,703	25.30%
Police	$5,474,469	24.92%
Public Works	$3,747,025	17.06%
Recreation	$316,830	1.44%
Debt Services	$640,429	2.91%
Non-Departmental	$1,488,431	6.77%
Transfers Out	$605,000	2.75%
TOTAL	**$21,972,378**	**100.00%**

GENERAL FUND SUMMARY

TOWN OF SAN ANSELMO
GENERAL FUND
2024-2025

	2022-2023	2023-2024		2024-2025	
	Actual	Revised Budget	Estimated Actuals	Budget	%Total
BEGINNING BALANCE	7,501,148	8,492,428	8,492,428	7,608,051	
REVENUE					
Property Taxes	15,767,652	16,463,788	16,801,443	17,048,409	77.6%
Franchise Taxes	900,545	848,000	914,500	936,500	4.3%
Sales Taxes	1,723,043	1,633,000	1,680,000	1,702,106	7.7%
Licenses, Permits, Fees, Fines	1,464,174	1,557,250	1,423,235	1,440,490	6.6%
Use of Money & Property	187,661	100,000	125,000	100,000	0.5%
Other Agency Revenue	41,982	167,500	176,500	27,500	0.1%
Fees for Services, Misc	379,523	281,022	336,957	314,055	1.4%
SUBTOTAL	20,464,580	21,050,560	21,457,635	21,569,060	98.2%
TRANSFERS IN	356,096	384,030	394,871	403,318	1.8%
TOTAL REVENUE AND TRANSFERS IN	20,820,676	21,434,590	21,852,506	21,972,378	100.0%
TOTAL RESOURCES	28,321,824	29,927,018	30,344,934	29,580,429	
EXPENDITURES					
Salaries	2,845,833	3,331,127	3,279,628	3,552,174	16.2%
Retirement	397,361	726,369	458,329	609,502	2.8%
Other Benefits	634,246	895,117	782,468	872,567	4.0%
Office & Dept Sup, Lib Mat	230,780	229,950	278,119	262,350	1.2%
Training, Publications, Dues	65,177	81,022	65,547	94,772	0.4%
Outside Serv: Other	2,762,663	3,498,738	3,323,234	2,865,100	13.0%
Outside Serv: Ross Valley Fire Dept	4,829,687	5,088,722	5,086,222	5,559,703	25.3%
Outside Serv: Central Marin Police	4,938,129	5,184,636	5,204,393	5,474,469	24.9%
Internal Charge Info Tech	182,970	219,325	219,325	252,975	1.2%
Internal Charge Building Maintenance	344,784	364,050	364,050	374,837	1.7%
Internal Charge Insurance	600,000	750,000	750,000	750,000	3.4%
Internal Charge Vehicle Replacement				60,000	0.3%
Debt Service Principal	285,000	410,000	410,000	465,000	2.1%
Debt Service Interest	209,249	176,067	176,067	173,929	0.8%
SUBTOTAL	18,325,879	20,955,123	20,397,382	21,367,378	97.2%
TRANSFERS OUT	1,503,517	774,500	2,339,500	605,000	2.8%
TOTAL EXPENDITURES & TRANSFERS OUT	19,829,396	21,729,623	22,736,882	21,972,378	100.0%
Net Increase/(Decrease)	991,280	(295,033)	(884,376)	-	-
ENDING BALANCE	8,492,428	8,197,394	7,608,051	7,608,051	
Committed	1,275,023	1,275,023	1,313,274	1,313,274	6.0%
Reserves	7,217,457	7,512,490	6,294,778	6,294,778	28.6%
TOTAL BUDGET	28,321,824	29,927,018	30,344,934	29,580,429	

GENERAL FUND SUMMARY

GENERAL FUND REVENUE SUMMARY					
	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	% of Total Budget
PROPERTY TAXES					
Secured	8,851,962	9,229,630	9,312,592	9,624,122	43.80%
Unitary	71,156	62,704	77,891	77,891	0.35%
Unsecured	164,258	174,323	181,694	185,588	0.84%
Supplemental	195,957	110,000	128,297	110,000	0.50%
HOPTR	33,232	32,870	33,000	32,750	0.15%
Pension Override	2,913,413	2,756,290	2,982,998	3,020,000	13.74%
Muni Services	447,344	456,766	456,766	455,019	2.07%
ERAF (County)	1,251,887	1,697,342	1,697,342	1,550,000	7.05%
Prop Tax in Lieu of MVLF	1,729,447	1,838,863	1,838,863	1,903,039	8.66%
Property Transfer Tax	108,996	105,000	92,000	90,000	0.41%
PROPERTY TAXES	15,767,652	16,463,788	16,801,443	17,048,409	77.59%
SALES TAXES					
Sales Tax - State 1%	1,579,453	1,503,000	1,550,000	1,559,106	7.10%
Prop 172 Sales Tax	143,590	130,000	130,000	143,000	0.65%
SALES TAXES	1,723,043	1,633,000	1,680,000	1,702,106	7.75%
FRANCHISE TAXES					
Garbage Franchise	534,704	510,000	540,000	545,000	2.48%
Cable Franchise	212,529	213,000	210,500	227,500	1.04%
PG & E Franchise	153,312	125,000	164,000	164,000	0.75%
FRANCHISE TAXES	900,545	848,000	914,500	936,500	4.26%
PERMITS AND LICENSES					
Business License Tax	299,088	290,000	278,000	290,000	1.32%
Meter Parking	2,081	-	-	-	0.00%
Merchant Parking	-	-	-	-	0.00%
Construction Permits	1,074,971	1,141,000	1,038,000	1,016,000	4.62%
PERMITS AND LICENSES	1,376,140	1,431,000	1,316,000	1,306,000	5.95%
FINES					
Vehicle Code	10,268	10,000	5,000	15,000	0.07%
Library	4,051	1,250	2,235	1,500	0.01%
Parking	73,715	115,000	100,000	117,990	0.54%

GENERAL FUND SUMMARY

FINES	88,034	126,250	107,235	134,490	0.61%
USE OF MONEY AND PROPERTY					
Interest	187,661	100,000	125,000	100,000	0.46%
USE OF MONEY AND PROPERTY	187,661	100,000	125,000	100,000	0.46%
STATE REVENUE					
State Library AID	8,369	-	1,500	-	0.00%
State Mandated Reimb.	16,913	-	-	-	0.00%
Other State Revenue	16,700	167,500	175,000	27,500	0.13%
STATE REVENUE	41,982	167,500	176,500	27,500	0.13%
FEES FOR SERVICES					
General Plan Maint. Fee	13,630	6,750	16,744	15,000	0.07%
Resale Inspections	42,436	50,000	50,000	52,000	0.24%
Planning Fees	50,700	111,500	78,875	111,500	0.51%
Other Fees	44,741	10,000	20,000	20,000	0.09%
FEES FOR SERVICES	151,507	178,250	165,619	198,500	0.90%
MISCELLANEOUS REVENUE					
Friends of Library Donation	27,721	-	52,000	-	0.00%
Library Fundraising	-	-	-	-	0.00%
Ross Valley Fire Dept.	90,070	92,772	92,772	95,555	0.43%
Other Misc Revenue	110,225	10,000	26,566	20,000	0.09%
MISCELLANEOUS REVENUE	228,016	102,772	171,338	115,555	0.53%
GENERAL FUND OPERATING REVENUE	20,464,580	21,050,560	21,457,635	21,569,060	98.16%
TRANSFERS IN					
Transfers In	356,096	384,030	394,871	403,318	1.84%
TRANSFERS IN	356,096	384,030	394,871	403,318	1.84%
TOTAL REVENUE AND TRANSFERS IN	20,820,676	21,434,590	21,852,506	21,972,378	100.00%

GENERAL FUND SUMMARY

GENERAL FUND EXPENDITURE SUMMARY					
	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	% of Total Budget
GENERAL FUND DEPARTMENTS					
Town Council	71,934	63,255	52,848	71,446	0.33%
Administration and Finance	1,312,278	1,566,544	1,584,371	1,669,529	7.60%
Legal Services	300,255	425,000	278,000	330,000	1.50%
Library	792,973	847,839	865,749	899,716	4.09%
Planning	721,748	1,053,901	1,024,147	1,169,800	5.32%
Public Safety					
Fire	4,829,687	5,088,722	5,086,222	5,559,703	25.30%
Police	4,938,129	5,184,636	5,204,393	5,474,469	24.92%
Public Works					
Engineering	1,502,811	1,809,804	1,663,420	1,699,695	7.74%
Street and Park Maintenance	1,969,025	1,880,367	2,039,483	2,047,330	9.32%
Recreation	295,065	326,682	284,095	316,830	1.44%
Debt Service-Pension Obligation Bonds	495,549	587,567	587,367	640,429	2.91%
Non-Departmental	1,096,425	2,120,808	1,727,290	1,488,431	6.77%
TOTAL EXPENDITURES	18,325,879	20,955,125	20,397,384	21,367,378	97.25%
GENERAL FUND TRANSFERS					
to Building Maintenance Fund	100,000	-	800,000	-	0.00%
to Active Transportation Fund	100,000	-	75,000	-	0.00%
to Capital Reconstruction Fund	-	-	-	-	0.00%
to Climate Fund	105,000	105,000	105,000	105,000	0.48%
to Special Events Fund	50,000	29,500	29,500	-	0.00%
to Downtown Revitilization	15,000	15,000	15,000	-	0.00%
to Insurance Fund	100,000	-	75,000	-	0.00%
to Measure A Parks Tax Fund	-	-	-	-	0.00%
to Library Tax Fund	-	-	15,000	-	0.00%
to Municipal Lease Fund	158,517	-	-	-	0.00%
to Park Capital Improvement	-	-	400,000	50,000	0.23%
to Road Maintenance Fund	450,000	450,000	450,000	450,000	2.05%
to Technology Replacement Fund	125,000	75,000	150,000	-	0.00%
to Vehicle Replacement Fund	100,000	100,000	100,000	-	0.00%
to Emergency Project Fund	200,000	-	125,000	-	0.00%
TRANSFERS OUT	1,503,517	774,500	2,339,500	605,000	2.75%
TOTAL EXPENDITURES AND TRANSFERS OUT	19,829,396	21,729,625	22,736,884	21,972,378	100.00%

GENERAL FUND

TOWN COUNCIL

The five-member Town Council is the legislative body of the Town. The elected representatives enact ordinances, determine policy, hear appeals, adopt the annual budget, fix salaries, appoint the Town Manager and the members of the Town's boards, commissions, and committees, and through the Town Manager, monitor the activities of Town staff. Regular meetings of the Council are held on the second and fourth Tuesdays of every month. Councilmembers also serve on regional and local boards and on Council ad-hoc committees.

LABOR COSTS

Compensation for each Councilmember is $300 per month.

SERVICES AND SUPPLIES

- **Training:** Attendance at meetings of the Marin County Council of Mayors and Councilmembers (MCCMC), the League of California Cities, and other meetings or conferences ($15,500).
- **Outside Services – Other:** Election ($27,500).
- **Internal Service Charge - Building Maintenance:** – Heat/air, and minor repairs ($2,215).
- **Internal Service Charge – Info Tech:** All utilities and internet connection ($2,650).
- **Department Supplies:** Frames and certificates for Council commendations and ceremonies, and for Council meeting supplies ($3,550).

GENERAL FUND

GENERAL FUND TOWN COUNCIL					
	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	 % of Total Budget
Labor Costs					
Salaries	18,600	18,600	18,600	18,600	26.03%
Payroll Taxes	1,423	1,430	1,423	1,430	2.00%
LABOR COSTS	20,023	20,030	20,023	20,030	28.04%
Services & Supplies					
Training	15,392	15,500	6,250	15,500	21.69%
Outside Services	28,452	20,000	18,500	27,500	38.49%
Internal Service - Bldg Maint	2,000	2,150	2,150	2,215	3.10%
Internal Service - Info Tech	2,500	2,575	2,575	2,650	3.71%
Departmental Supplies	3,567	3,000	3,350	3,550	4.97%
SERVICES & SUPPLIES	51,911	43,225	32,825	51,416	71.96%
TOTAL BUDGET	71,934	63,255	52,848	71,446	100.00%

GENERAL FUND

ADMINISTRATION AND FINANCE

The Administration & Finance Department implements the legislative actions of the Town Council and provides for the Town's administrative, fiscal, personnel, property management, public information, and record-keeping functions. In addition, its staff manages labor relations and staff support, inter-governmental relations, business license administration, risk management, and insurance administration, the Town's franchise agreements for cable television and solid waste collection, and state and federal mandates such as the Americans with Disabilities Act. The Department provides administration and coordination for various town policies, programs, and procedures.

2023-2024 ACCOMPLISHMENTS

- Reorganized Finance Department.
- Created and filled the Senior Building Inspector position.
- Created and filled the Assistant Planner position.
- Created and filled the Assistant Civil Engineer position.
- Updated the Town's Investment Policy.
- Reformatting and updating content on the Town website, preparing for a full site refresh.
- Introduced NetFile for Form 700 Electronic Filing.
- Surveys – Live on the Avenue- nearly 700 respondents
- Signage: Memorial Park, Light pole banner program on San Anselmo Avenue. Live on the Avenue event/sponsor, merchant posters.
- Facilitating restaurant/food purveyor group to address food issues for Live on the Avenue.

2024-2025 GOALS/WORK PLAN

Below are the FY 2023-2025 Work Plan Priorities for the Administration and Finance Department:

1) **Category:** Investing in People
   Priority: Town-wide compensation study
   Description: Conduct a Town-wide compensation study. The goal in reviewing employee compensation is to benchmark the Town's salaries with the goal of providing competitive compensation to comparable local municipalities to assist in the recruitment and retention of talented employees. Become Employer of Choice.
   Staff Impact: Moderate
   Fiscal Impact: TBD

2) **Category:** Excelling in Town Services
   Priority: Update Town's Investment Policy
   Description: Update the existing Investment Policy (1997) to reflect best practices and to ensure compliance with federal, state, and applicable laws and regulations.
   Staff Impact: Low
   Fiscal Impact: None

3) **Category:** Investing in People
Priority: Implement Ready Set Audit Results for Human Resources
Description: An audit of the Town's rules, policies, ordinances, and other areas was conducted by Ready Set in an effort to assure that they are fair, equitable and completely bias free. As part of that audit, HR wants to implement new recruiting strategies to be sure that we are reaching all potential candidates.
Staff Impact: Moderate
Fiscal Impact: Low

4) **Category:** Investing in People
Priority: Employee Trainings (Lunch & Learn)
Description: Develop a Lunch and Learn program, a joint lunch for their employees to encourage learning, foster building strong relationships, and enhance professional development. Lunch and Learn events offer opportunities for coworkers to share ideas and discuss issues in a relaxed atmosphere.
Staff Impact: Low
Fiscal Impact: Low

5) **Category:** Excelling in Town Services
Priority: Update Fee Study
Description: A review of the fee study is needed to ensure that the Town's fees are updated to reflect the latest cost information. The study will identify the full costs of providing each service, including direct, indirect, and overhead costs. Identifying the full cost of a service will assist in determining the appropriate fee for each service and prevent the subsidization of individual services with taxpayer dollars.
Staff Impact: Low
Fiscal Impact: Low

6) **Category:** Connecting with the Community
Priority: Town telephone system
Description: Update the current Town phone system from an analog system to allow for increased efficiency and usability. Voicemails can be integrated into the email system to allow for better response capabilities and customer service.
Staff Impact: Low
Fiscal Impact: Moderate

7) **Category:** Excelling in Town Services
Priority: Update Finance/Payroll/HR Systems
Description: Review the options for a change in Town's software to a cloud-based system more suited for a smaller local municipality.
Staff Impact: Moderate
Fiscal Impact: Moderate

GENERAL FUND

8) **Category:** Connecting with the Community
Priority: Implement Online Records Management Program
Description: Through an RFP process, retain services of an online records retention service for the purpose of providing efficient access to Town records for both staff and the public.
Staff Impact: Moderate/High
Fiscal Impact: Moderate

LABOR COSTS

Title	2022-23	2023-24	2024-25
Town Manager	1.00	1.00	1.00
Finance & Administrative Services Director	1.00	1.00	1.00
Deputy Town Clerk	1.00	1.00	1.00
Senior Accountant/Financial Supervisor	0.00	1.00	1.00
Community Engagement Coordinator	0.80	0.80	0.80
Management Analyst	0.00	0.00	1.00
Accounting/Benefits Technician	1.00	0.00	0.00
Total:	4.80	4.80	5.80

SERVICES AND SUPPLIES

- **Training:** Staff attendance at training seminars, and meetings of the League of California Cities and California Municipal Finance Officers Association.

- **Outside Services:** Annual audits ($33,500), financial reports and bank charges ($45,000), Compensation Study ($35,000); Solid Waste Compliance consultation services ($15,000), Sales Taxes and Property Taxes management ($20,000); Business Licensing services ($40,000), Record Management Software ($20,000), Fee Study ($50,000), Labor Negotiator ($30,000).

- **Publications & Dues:** Membership in the Marin Managers Association and California Society of Municipal Finance Officers.

- **Equipment Maintenance:** Computers, copy machines, telephone, postage machine, and other.

- **Internal Service Charge – Building Maintenance:** Janitorial, heat/air, and minor repairs ($25,000), Electricity, gas, telephone, water, and sewer ($25,000).

- **Internal Service Charge – Info Tech:** Technology support for the department ($22,500), website and accounting software ($50,000), meeting software ($23,000)

- **Office and Department Supplies:** Postage, copy paper, ink cartridges, miscellaneous supplies, updates of the Municipal Code.

GENERAL FUND

GENERAL FUND ADMINISTRATION AND FINANCE					
	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	 % of Total Budget
Labor Costs					
Salaries	732,802	795,490	848,115	906,842	54.32%
Temporary Help	34,422	35,000	37,339	-	0.00%
Overtime	5,742	-	13	-	0.00%
Retirement	58,305	74,977	69,297	81,500	4.88%
Benefits	76,496	117,870	93,740	124,360	7.45%
Payroll Taxes	51,203	60,357	59,600	65,727	3.94%
LABOR COSTS	958,970	1,083,694	1,108,104	1,178,429	70.58%
Services and Supplies					
Training	7,340	10,000	6,750	11,000	0.66%
Outside Services	212,128	305,000	305,000	310,000	18.57%
Publications and Dues	2,208	8,750	14,267	9,000	0.54%
Equipment Maintenance	494	600	500	600	0.04%
Internal Service - Bldg Maint	45,750	48,750	48,750	50,000	2.99%
Internal Service - Info Tech	75,000	92,250	92,250	95,500	5.72%
Supplies	10,388	17,500	8,750	15,000	0.90%
SERVICES & SUPPLIES	353,308	482,850	476,267	491,100	29.42%
TOTAL BUDGET	1,312,278	1,566,544	1,584,371	1,669,529	100.00%

GENERAL FUND

LEGAL SERVICES

The Town Attorney is the legal official of the Town, responsible for providing legal advice to the Town Council and staff and for providing legal representation as needed to protect the Town's interests. The Town Attorney is accountable directly to the Town Council.

Litigation resulting from property damage and similar claims against the Town is managed and accounted for through the Town's self-insurance liability pool program, budgeted through the Insurance Fund.

2024-2025 CHANGES/HIGHLIGHTS

The Department budget for 2024-2025 reflects an hourly rate of $250 for Town Attorney.

SERVICES AND SUPPLIES

Outside services: The cost to provide legal services is separated into three categories:

- **General Legal Counsel:** General legal counsel includes day-to-day advice on matters such as land use, elections, nuisance abatements, open meeting laws, law enforcement, and the applicability of municipal ordinances, as well as state and federal laws.
- **Litigation:** Legal expenses related to litigation.
- **Employment Legal Services:** Costs for specialized human resources legal counsel.

GENERAL FUND
LEGAL SERVICES

	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	% of Total Budget
Services and Supplies					
Litigation	-	60,000	1,250	20,000	6.06%
General Legal Counsel	268,656	255,000	265,500	280,000	84.85%
Personnel Legal Services	31,599	110,000	11,250	30,000	9.09%
SERVICES & SUPPLIES	300,255	425,000	278,000	330,000	100.00%
TOTAL BUDGET	300,255	425,000	278,000	330,000	100.00%

LIBRARY

The San Anselmo Public Library strives to be a hub of information, knowledge, culture, and inspiration in the heart of San Anselmo. The services provided by the Town Library staff are designed to meet the informational and recreational needs of residents and businesses in a timely and professional manner, to enrich the lives of library patrons and to foster a love of reading. The library welcomes 50,000 patrons annually, circulates approximately 180,000 items, and provides over 300 programs attended by approximately 17,000 participants of all ages.

The library is open six days a week for 46 hours and offers free Wi-Fi, a Chromebook, and three public Internet stations. Library staff assists patrons with library materials, research, and reader's advisory across two public service desks. The San Anselmo Historical Museum, located on the first floor of the library building, houses the local history collection and is open select hours to the public. There are over 100,000 print and digital materials available and these support a community interested in life-long learning, professional growth, and self-discovery.

The library continues to see increased use of e-books, e-audiobooks, and streaming entertainment. Patrons have access to more than just books. The Library of Things provides the opportunity for patrons to explore new hobbies and interests. Residents can learn a musical instrument, view the night sky through a telescope, play a new board game with friends, and much more. Adult patrons have attended library programs at pre-pandemic levels. Youth events include four weekly storytimes, monthly Crafternoons, a Bookworms Book Club, and Read to a Dog. The library strives to motivate readers of all ages in a welcoming environment. The Carnegie Reading Room has become the community living room, where patrons come to work quietly, read newspapers, and connect with neighbors.

2023-2024 HIGHLIGHTS

- Received and implemented four grant-funded initiatives: Zip Books, Hiking Backpacks, IFixit Tool Kits, and Solar Charging Devices
- Created two new Library Card designs
- Organized popular Local History series of four programs, one in partnership with the San Anselmo Historical Society
- Organized popular Local History series of four programs, one in partnership with the San Anselmo Historical Society
- Partnered with the Racial Equity Committee for a community viewing of the film, Our America—Lowballed
- Redesigned and reorganized Library webpage

2023-2025 GOALS/WORK PLAN

- Reimagine and improve shelving for special collections
- Study the organization of physical public space
- Implement plan to redesign public library space
- Study organization of physical staff workspace on lower level and implement recommendations
- Complete implementation of RFID project

GENERAL FUND

LABOR COSTS

Title	2022-23	2023-24	2024-25
Town Librarian	1.00	1.00	1.00
Librarian II	1.00	1.00	1.00
Senior Library Assistant	0.80	0.80	0.80
Library Assistant	1.00	1.00	1.00
Total	3.80	3.80	3.80

SERVICES AND SUPPLIES

- **MARINet Membership:** County-wide automated catalog, circulation system, delivery, eBooks, and databases ($95,144).
- **Print and Digital Books, DVDs, and Periodicals:** Adult books ($13,329), children's books ($6,206), magazines and newspapers ($5,741), videos ($622), and audiobooks ($3,102).
- **Outside Services:** Outside programs, guest artists, performers, and lecturers ($19,500).
- **Training:** Conferences, workshops, and webinars to keep staff current on library trends ($1,000).
- **Publications & Dues:** Library organization dues and publications for staff to maintain expertise in library, catalog, and information services ($2,000).
- **Internal Service Charge - Building Maintenance:** Janitorial, elevator, heat/air, minor repairs, electricity, gas, water, sewer, telephone, and Internet ($47,380).
- **Equipment Maintenance:** Maintenance of office equipment and computers ($1,485).
- **Internal Service Charge – Info Tech:** technology support for the department ($18,025)
- **Office and Department supplies:** Postage, copy paper, miscellaneous supplies, cataloging, circulation, and materials repair supplies ($10,500).

GENERAL FUND

GENERAL FUND LIBRARY					
	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	% of Total Budget
Labor Costs					
Salaries	369,129	396,500	394,166	413,395	45.95%
Temporary Help	68,115	60,000	73,722	75,000	8.34%
Overtime	-	-	-	-	0.00%
Retirement	34,836	45,216	45,473	47,128	5.24%
Benefits	76,545	100,505	100,208	103,615	11.52%
Payroll Taxes	28,201	34,291	34,128	36,544	4.06%
LABOR COSTS	576,826	636,512	647,697	675,682	75.10%
Services and Supplies					
Training	916	500	-	1,000	0.11%
Outside Services	29,372	17,250	17,000	19,500	2.17%
MARINet Database	91,922	93,257	93,552	95,144	10.57%
Publications and Dues	1,000	2,000	2,000	2,000	0.22%
Internal Service - Bldg Maint	44,496	46,000	46,000	47,380	5.27%
Equipment Maintenance	420	1,485	2,500	1,485	0.17%
Internal Service - Info Tech	15,000	17,500	17,500	18,025	2.00%
Books, DVDs & Periodicals	22,974	27,500	29,000	29,000	3.22%
Supplies	10,047	5,835	10,500	10,500	1.17%
SERVICES & SUPPLIES	216,147	211,327	218,052	224,034	24.90%
TOTAL BUDGET	792,973	847,839	865,749	899,716	100.00%

GENERAL FUND

PLANNING

This Department is responsible for land use planning and zoning. The department reviews applications for development permits, provides public information, maintains the General Plan, Climate Action Plan, and other planning documents, and enforces zoning regulations. Department staff process applications for zoning entitlements, and draft and revise zoning regulations. Planning Department staff support the Planning Commission, Open Space Committee, Economic Development Committee, Sustainability Commission, and the General Plan Advisory Committee.

2023-2024 ACCOMPLISHMENTS

- **Planning Commission Review**
  - 16 Public Hearings

- **Administrative - Staff Level Review**
  - 13 Design Review Permits
  - 1 Minor Exception
  - 1 Conditional Use Permit
  - 1 SB 9 Urban Lot Split
  - 6 Sign Permits
  - 2 Wireless Telecommunications Section 6409 Permits

- **Advance Planning Projects**
  - Adopted Objective Design and Development Standards
  - Adopted Housing Element
  - Adopted Safety Element
  - Land Use Element Amendments to facilitate the Housing Element
  - Zoning Code Amendments related to the Housing Element
  - Adopted Gas Station Ban Ordinance
  - Economic Development Committee Directed Zoning Amendments to facilitate business and Downtown vibrancy.
  - Initiated General Plan Update

- **Annual Housing Progress Report and General Plan Implementation Update for 2023.**

- **Planning Department Refinements (June 2023-Present)**
  - Created new staff onboarding procedures, including “How To’s”, resources and guides, checklists, templates, such as letters, staff report and resolution templates, filing structure, and digital reference hyperlinks.
  - Created a new Accessory Dwelling Unit webpage with useful information (Accessory Dwelling Units (ADU’s) | San Anselmo, CA - Official Website (townofsananselmo.org)).
  - Created new ADU/JADU information sheet (ADU-and-JADU-Information-Sheet (townofsananselmo.org))
  - Updated ADU/JADU Deed Restriction templates to address January 2023 Amendments.

- **Completed the following four goals identified in the workplan for FY 2023-2024:**
  1) **Category:** Investing in people

Priority: Onboard new Planner
Description: Hire and train a new planner to provide current planning activities such processing land use permits, assisting the public over the phone, via email, and at the counter

2) **Category:** Planning for the Future, Sustainable, Natural and Built Environment
Priority: Develop Gas Ban Ordinance
Description: Finalize Ordinance for Town Council consideration of a Gas Ban Ordinance. Requires the preparation of a study to support the ban.

3) **Category:** Planning for the Future, Sustainable, Natural and Built Environment
Priority: Update Downtown and other Commercial Land Uses
Description: Consider Zoning Code amendments to the Land Us Regulations Table 3A (Title 10, Chapter 3, Article 3, Section 10-3.302) to the Downtown and other commercial land uses that will attract businesses to the Town.

4) **Category:** Investing in People
Priority: Develop a training program for Planning Department staff
Description: Create a cohesive team where there is training to keep informed with up-to-date information, cross training of duties and responsibilities (where possible given job descriptions constraints by union and job descriptions), experiences to help grow staff.

2024-2025 GOALS/WORK PLAN

1) **Category:** Planning for the Future
Priority: Comprehensive General Plan Update, including the Circulation Update
Description: Begin the comprehensive General Plan Update of the 1988 current General Plan. Will update all elements of the General Plan (exception of the Housing Element and Safety Element) and include new optional element, such as Environmental Justice and Economic Development.
Employee Impact: Moderate to High
Fiscal Impact: High. Aspects of the update can be offset by staff, but CEQA Analysis and technical aspects of the General Plan Update will need to be prepared by a consultant.

2) **Category:** Planning for the Future
Priority: Housing Element Implementation
Description: Implement Housing Policy Action Items as required by the Housing Element
Employee Impact: Moderate to High
Fiscal Impact: Moderate

3) **Category:** Planning for the Future
Priority: Continue to Enhance the Planning Departments levels of service.
Description: Continue to enhance levels of service by improving and updating the Planning

GENERAL FUND

Department's web presence to make it easy for users to navigate and find information and resources, continue to improve processing timelines, improve, and maintain response times, and proactive shepherding of projects through the Town's discretionary processes.
Employee Impact: Low to Moderate
Fiscal Impact: Low

4) **Category:** Sustainable, Natural and Built Environment
Priority: Continue to grow Economic Development in Town
Description: Enhance and grow the Planning Department's Economic Development and Housing initiatives by providing more structure (policies and implementation of actions) to what we would like and need to accomplish.
Employee Impact: Low to Moderate
Fiscal Impact: Low impact because utilizing in house staff.

5) **Category:** Excelling in Town Services
Priority: Enhanced and consistent record keeping where information is accessible and easy to find.
Description: Coordinate with the Administrative and Finance Departments to digitize the remaining paper files in the Planning Department. This includes creating any necessary databases, converting microfiche to digital PDF plans, and implementing a comprehensive digital data storage solution, such as Docuware or Laserfiche, which will be accessible to the public.
Employee Impact: Low to High depending on whether outside resources or internal staff will be used.
Fiscal Impact: Low to Moderate. Will require assistance to scan and/or convert data and for the Town purchase a digital records management system. Cost of digital records management system can be spread out between Admin, Public Works, Building, and Planning.

LABOR COSTS

Title	2022-23	2023-24	2024-25
Planning Director	1.00	1.00	1.00
Associate Planner	0.00	1.00	1.00
Senior Planner	1.00	1.00	1.00
Total	2.00	3.00	3.00

SERVICES AND SUPPLIES

- **Training:** Workshops, seminars, and conferences to keep planning staff current on planning procedures and law ($5,250).

- **Outside Services:** Update to Town's General and planning projects requiring the use of

consultants ($550,000).

- **Publications & Dues:** Planning organization dues and publications required for staff to maintain expertise in planning procedures and changes in land use law ($2,500).

- **Equipment Maintenance:** Set planning department share of Town Hall computers, copy machines, telephone, postage machine, and other equipment ($1,500).

- **Internal Service Charge – Bldg Maint:** Janitorial, heat/air, and minor repairs ($13,250). Electricity, gas, telephone, Internet/e-mail, water, and sewer ($13,250).

- **Internal Service Charge – Info Tech:** Technology support for the department ($31,000).

- **Supplies:** Set planning department share of Town Hall postage, copy paper, map paper, files, pens, and printer ink ($10,500).

GENERAL FUND

GENERAL FUND PLANNING					
	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	% of Total Budget
Labor Costs					
Salaries	258,037	389,994	362,249	412,570	35.27%
Temporary Help	396	-	-	-	0.00%
Overtime	-	-	400	-	0.00%
Retirement	24,824	38,447	36,204	40,571	3.47%
Benefits	31,882	71,158	53,379	58,565	5.01%
Payroll Taxes	19,571	29,302	26,865	30,844	2.64%
LABOR COSTS	334,710	528,901	479,097	542,550	46.38%
Services and Supplies					
Training	10,525	3,750	4,800	5,250	0.45%
Outside Services	319,056	450,000	466,000	550,000	47.02%
Publications and Dues	1,763	2,500	2,750	2,500	0.21%
Equipment Maintenance	4,041	3,500	750	1,500	0.13%
Internal Service - Bldg Maint	25,000	25,750	25,750	26,500	2.27%
Internal Service - Info Tech	20,000	30,000	30,000	31,000	2.65%
Supplies	6,653	9,500	15,000	10,500	0.90%
SERVICES & SUPPLIES	387,038	525,000	545,050	627,250	53.62%
TOTAL BUDGET	721,748	1,053,901	1,024,147	1,169,800	100.00%

PUBLIC SAFETY — FIRE PROTECTION SERVICES

On July 1, 1982, the San Anselmo Fire Department merged with the Fairfax Fire Department to form the Ross Valley Fire Department (RVFD), administered under joint powers authority (JPA) to provide fire protection to San Anselmo, Fairfax, and the unincorporated county area known as Sleepy Hollow. Through June 30, 2010, the Department provided service to Sleepy Hollow through a contract for service with the Town of San Anselmo.

On July 1, 2010, Sleepy Hollow Fire Protection District became a full member of the joint power authority. As of July 1, 2012, the Town of Ross joined the Department as a full member. Today the JPA provides fire protection to San Anselmo, Fairfax, Ross, and the unincorporated county area known as Sleepy Hollow. The percentages of the Fire Department budget for the four members are San Anselmo 40.53%, Fairfax 23.30%, Ross 23.37%, and Sleepy Hollow 12.80%. The Department is governed by an eight-member Board of Directors, two from each agency.

In 2021 the Ross Valley Fire Department received an Insurance Services Office (ISO) rating “2” which continues the rating of “2” received in 2015. The Insurance Services Office rating impacts insurance rates for homes and businesses.

An annual budget is adopted by the Ross Valley Fire Department Board of Directors and funded through assessments to the towns of San Anselmo, Fairfax and Ross, and the Sleepy Hollow Fire Protection District. The Department also receives outside revenues in the form of contracts for service provided to the County of Marin and the Ross Valley Paramedic Authority, as well as fees for services related to plan checks and inspections.

2023-24 ACCOMPLISHMENTS

- **Leadership Model:** Leadership model chosen for the Department (stand-alone Fire Chief).
- **Fire Station 20 Remodel:** Funding secured and planning process in place.
- New Firefighter Paramedic Position—A new Firefighter Paramedic position (three firefighters) was created to establish the first Department three-person engine company. Two of the three firefighters have been hired.
- **Fire Station 21 Remodel:** Cost estimate complete, conceptual drawing completed.
- **Fire Chief:** Hiring of a Department Fire Chief (pending Board approval on 6/12/24).
- **Battalion Chief (40 hrs):** Creation of a new Battalion Chief position working a 40-hour work week (pending Board approval on 6/12/24).

2024-25 GOALS/WORK PLAN

1) **Priority**: Fire Station 20 remodel
   Description: Complete architectural drawings, award contractor through bid process, and begin the project.

GENERAL FUND

2) **Priority:** Fire Station 21 remodel
Description: Secure funding, and complete architectural drawings.

3) **Priority**: Implement a 3-person engine company
Description: Hire one additional firefighter for a total of three, train, and implement a 3-person engine company at Fire Station 19 before January 1, 2025.

4) **Priority**: Closure of Fire Station 18.
Description: Create a plan and implement it for the closure of Fire Station 18 (Ross) on July 1, 2025.

5) **Priority**: Human Resources Support Functions
Description: Enter into a contract agreement with a vendor to support the Department in Human Resources functions.

OTHER COSTS

- **Property Maintenance:** Total $60,000 is budgeted for property maintenance at Stations 19 and 20, which are in San Anselmo. Out of the total budget, $15,000 for each station is budgeted as reimbursement to the Fire Department for handling routine repairs and minor improvements. Capital expenditures made at Station 20 (Butterfield Road) are matched by the Sleepy Hollow Fire Protection District, up to a maximum of $10,000.

- **Fire Equipment:** With the recent update to the Vehicle and Apparatus Replacement Schedule and Funding Plan, San Anselmo's FY2024-25 contribution for vehicle and apparatus replacement is $152,646.

The Ross Valley Fire Department FY24-25 Approved Budget along with annual audits and other financial information can be found at: http://www.rossvalleyfire.org/about/financial-information.

GENERAL FUND

GENERAL FUND PUBLIC SAFETY - FIRE					
	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	 % of Total Budget
Services and Supplies					
RVFD - Fire Services	4,789,951	5,038,722	5,038,722	5,499,703	98.92%
Station 19 Maintenance	19,868	25,000	25,000	30,000	0.54%
Station 20 Maintenance	19,868	25,000	22,500	30,000	0.54%
RVFD - Disaster Coordinator	-	-	-	-	0.00%
Defensible Space Inspection	-	-	-	-	0.00%
SERVICES & SUPPLIES	4,829,687	5,088,722	5,086,222	5,559,703	100.00%
TOTAL BUDGET	4,829,687	5,088,722	5,086,222	5,559,703	100.00%

GENERAL FUND

PUBLIC SAFETY — POLICE

On January 1, 2013, the San Anselmo Police Department joined the Twin Cities Police Authority, which included the City of Larkspur and the Town of Corte Madera. The new authority was named the Central Marin Police Authority. The Authority is administered under a joint powers authority to provide police services to San Anselmo, Corte Madera and Larkspur. The agency is governed by the Police Council, comprised of two members from each of the City/Town Councils of San Anselmo, Corte Madera and Larkspur.

An annual budget is adopted by the Central Marin Police Authority Council and funded through assessments to the three members. The costs for administration, communications, and investigations are shared on an equal basis with each member paying one-third. The costs for Community Service Officers are shared on an equal basis between the Town of San Anselmo and the City of Larkspur, since they are the only jurisdictions using them. The costs for field operations, juvenile/school resource officer, and traffic are allocated according to a funding formula based upon the number of calls for service, total crimes, citations and accidents on a rolling three-year period. This method of cost allocation ensures that if one member has additional patrol field needs, the costs are fairly allocated to the town/city receiving the services.

The percentages of the Police Authority budget for the three members are: San Anselmo 38.43%, Larkspur 33.71% and Corte Madera 27.86%.

2023-2024 ACCOMPLISHMENTS

- Recruited, interviewed, conducted background investigations, and trained three Police Officers.
    - Continue to recruit, interview, conduct background investigations, and train new Police Officers, Community Service Officers, and Cadets in an attempt to bring the Authority to full staffing levels.
- Worked with the Bay Cities Joint Powers Insurance Authority to partner with the Georgetown University Law Center to pilot the Active Bystandership for Law Enforcement (ABLE) program.
    - This program taught officers effective ways to step in when misconduct is observed in order to create a culture that supports intervention.
- Trained in many areas, including, but not limited to: Duty to Intercede, Crisis Intervention, De-escalation/Communication, Emotional Intelligence, First Aid/AED, Defensive Tactics, Safer handcuffing techniques, Firearms Skills, Active Shooter Response, and Practical Decision-Making.
- Continued implementing several recommendations from the organizational audit/review from POST, the regulatory agency that establishes all standards for California law enforcement agencies.
- Continued expansion of the organizational wellness program for all employees to focus on general mental and physical wellness.
- Updated the 10-year-old website to become more modern and cell phone friendly.
- Implemented Community Service Officer (CSO) program.
    - Hired and trained two CSOs to provide an elevated and consistent level of parking

enforcement, municipal code enforcement, and focused enforcement at community concern areas within the City of Larkspur and the Town of San Anselmo.

- Collected and analyzed 2023 RIPA (Racial and Identity Profiling Act) data and submitted first annual RIPA report to the CA Department of Justice.
- Implemented new SB2 legislation and mandates regarding the certification and de-certification of police officers.
- Homeless Outreach Police Evaluators Team (HOPE) conducted several operations to locate encampments, enforce laws, and provide resources to the homeless population.
- Implemented a fleet-wide in-car camera system to enhance transparency and minimize liability exposure to the Authority.
- Continued to focus on purchasing and refurbishing the outdated fleet in accordance with the 5-year fleet plan.
    - Continued implementation of electric vehicle fleet by converting two internal combustion cadet vehicles to fully electric CSO vehicles

2024-2025 CHANGES/HIGHLIGHTS

The FY 2024-2025 Budget and Work Plan represents CMPA's commitment to fiscal responsibility and long-term sustainability, ensuring the continuation of providing the highest level of police services. This budget reflects an overall increase of $270,076 (5.19%)
in San Anselmo's share over the FY2023-2024 adopted budget.

The increase in the CMPA FY 2024-2025 budget is attributed to:

Increases:

- Increase in estimated salaries for current full-time employees and additional bargained for costs, pursuant to the Memorandum of Understanding currently being negotiated.
- Increase in Pers Lump Sum AUL.
- Increase in health benefits for retired full-time employees.
- Increase in PERS costs for current employees.
- Increase in health benefits for current full-time employees.
- Increase in cost to Pension Obligation Bond debt service.
- Increase in financial services due increased costs and OPEB actuarial.
- Increase in MERA dues.

GENERAL FUND

Decreases:

- Reduce transfer to insurance fund.
- Reduce annual transfer to Reserve Fund.
- Decrease to the Bay Cities Joint Powers Insurance Authority for general liability, workers' compensation, and property coverage.

2024-2025 GOALS/WORK PLAN

- Work with the Management Committee to evaluate ways to address ongoing staffing issues related to the recruitment of new police officers and retaining current police officers.
    - The Central Marin Police is currently facing a significant staffing issue wherein, it is losing people faster than it can replace them. In addition, applicant numbers are shrinking rapidly.
    - Continue to recruit, interview, conduct background investigations, and train new Police Officers, Community Service Officers, and Cadets to bring the Authority to full staffing levels.
- Continue the multi-year project to convert our fleet to electric vehicles to adopt more sustainable/renewable energy. This includes working with local and state entities to explore funding options for EV projects to reduce fiscal impacts to the Authority.
    - This will include patrol vehicles, CSO/Cadet vehicles, unmarked vehicles, and motorcycles.
- Recruit, hire, and train an Administrative Assistant to assist command staff members with clerical duties.
- Focus on increased e-bike education and enforcement.
- Continue to work with the Bay Cities JPIA to improve Risk and Liability exposure through continued training.

The Central Marin Police Authority FY 2024-2025 Budget can be found at:

https://www.centralmarinpolice.org/227/REPORTS-AND-BUDGETS

GENERAL FUND

GENERAL FUND PUBLIC SAFETY - POLICE					
	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	 % Total
Services and Supplies					
Police Services Contract	4,938,129	5,184,636	5,204,393	5,474,469	100.00%
Building Maintenance	-	-	-	-	0.00%
Supplies	-	-	-	-	0.00%
SERVICES & SUPPLIES	4,938,129	5,184,636	5,204,393	5,474,469	100.00%
TOTAL BUDGET	4,938,129	5,184,636	5,204,393	5,474,469	100.00%

GENERAL FUND

ENGINEERING & INSPECTION

The Engineering staff is responsible for administering public works projects, natural disaster preparedness and response, providing cost-effective engineering management of Town infrastructure within budget limits, delivery of accurate, reliable, and timely plan/permit review and inspection services as required by the Building Code in accordance with the expectations of the Town Council and the community while improving public safety and infrastructure. Assistance services to the public on questions of drainage, road conditions, traffic calming, red curb, open space areas, parks, etc.

The Towns infrastructure consists of the following:

- 40 Lane Miles of roads
- 20 Bridges
- 5 Ped Bridges
- 6 Buildings
- 6 Parks
- 3 Public Parking Lots
- 3 major medians
- 12 Traffic signals
- 3 Rapid Flash lighted crosswalks
- 600+ Street lights
- 21 Miles of Drainage

2023-24 ACCOMPLISHMENTS

- The Town has continued to improve the Pavement Condition Index over the past 7 years up to 72 by completing asset protection projects such as slurry seals and repaving streets throughout Town.
- Complete the 2023 Street Paving Projects (Portions of Jordan Avenue, Amberwood Lane, Hildale Drive, Longview Avenue, Ancho Vista Avenue, Park Way, Essex Avenue, Crescent Road, San Anselmo Avenue, Morningside Drive, Tomahawk Drive, and Palazzi Court).
- Complete the Memorial Park Parking Lot Rehabilitation Project
- Developed a 5-year Capital Improvement Plan that included a regular update and communication schedule for all capital improvement projects.

2024-25 GOALS/WORK PLAN

The department includes the Public Works Director, Assistant Public Director, Building Official, Building Inspector, Assistant Civil Engineer, Permit Technician and Administrative Assistant position. Consultant Services will continue to be needed for road design, traffic engineering, flood control and other

projects.

- Complete the 2024 Street Paving Projects
- Continue working on Flood Control including the San Anselmo Creek Restoration project along with bridge replacement designs.
- Continue improving Town roads along with bicycle and pedestrian improvements. Continue the trend for increasing PCIs along with incorporating stormwater projects into street repaving projects.
- Develop an annual plan to address maintenance for all Town-maintained buildings and facilities.
- Endeavor to include green infrastructure in all capital improvement projects throughout Town.

LABOR COSTS

Title	2022-23	2023-24	2024-25
Director of Public Works/Town Engineer*	0.70	0.70	0.70
Assistant Director of Public Works**	0.50	0.50	0.50
Assistant Civil Engineer*	0.25	0.25	0.50
Building Official	1.00	1.00	1.00
Building Inspector	1.00	1.00	1.00
Building Maintenance Supervisor***	0.00	0.00	0.00
Code Enforcement Official	1.00	1.00	1.00
Permit Services Technician	1.00	1.00	1.00
Administrative Services Assistant I/II	1.00	1.00	1.00
Total:	6.45	6.45	6.75

* 30% of the Public Works Director and 75% of the Assistant Engineers are assigned to capital project management, therefore, their correspondence salaries are reflected in Measure J Sales Tax fund or Road Maintenance Fund.
** The Assistant Public Works Director is assigned to road projects half time; thus, half the salary is reflected in Road Maintenance fund.

SERVICES AND SUPPLIES

- **Training:** Attendance at professional training seminars and conferences ($27,500).

- **Outside services:** Participation in countywide GIS digital mapping system ($9,000); Engineering services for special projects including traffic safety, emergency response, etc. ($175,000); plan checking, inspection services, and special project support ($225,000).

- **Publications & dues:** Memberships in public works and engineering organizations/ societies, professional registration fees.

- **Equipment maintenance:** Maintenance of office equipment, computers, copier, fax, phones, pagers, and 2-way radios ($5,550).

GENERAL FUND

- **Internal Service Charge - Building maintenance:** Janitorial, elevators, heat/air, other maintenance ($24,850). Electricity and gas, water, telephone, Internet/e-mail, and sewer ($31,800).
- **Vehicle maintenance:** Maintenance of department vehicles.
- **Internal Service Charge – Info Tech:** Technology support for the department ($61,800)
- **Office and Department Supplies:** Postage, copy paper, ink cartridges, miscellaneous supplies, tools, and supplies for engineering, surveying, and drafting ($24,500).

GENERAL FUND
PUBLIC WORKS - ENGINEERING INSPECTION

	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	% Total
Labor Costs					
Salaries	554,584	767,008	635,845	819,293	48.20%
Temporary Help	61,700	15,000	65,734	-	0.00%
Overtime	1,454	-	2,750	-	0.00%
Retirement	50,958	72,720	57,576	73,971	4.35%
Benefits	97,382	149,520	116,462	127,815	7.52%
Payroll Taxes	45,072	62,156	47,453	66,866	3.93%
LABOR COSTS	811,150	1,066,404	925,820	1,087,945	64.01%
Services and Supplies					
Training	18,682	20,000	20,000	27,500	1.62%
Outside Services	534,154	575,000	574,000	430,000	25.30%
Publications and Dues	1,191	1,750	2,100	2,250	0.13%
Equipment Maintenance	6,616	5,150	6,500	5,500	0.32%
Internal Service - Bldg Maint	50,000	55,000	55,000	56,650	3.33%
Vehicle Maintenance	2,373	2,000	7,750	3,550	0.21%
Internal Service - Info Tech	55,000	60,000	60,000	61,800	3.64%
Supplies	23,645	24,500	12,250	24,500	1.44%
SERVICES & SUPPLIES	691,661	743,400	737,600	611,750	35.99%
TOTAL BUDGET	1,502,811	1,809,804	1,663,420	1,699,695	100.00%

STREET AND PARK MAINTENANCE

The Street and Park Maintenance division of the Public Works Department is responsible for the ongoing maintenance of Town streets, median islands, parking lots, traffic and street signs, pavement markings, curb painting, storm drains, emergency response, and other Town maintenance projects as required. In addition, staff is responsible for maintaining the Town's parks and community gathering areas (Memorial Park, Creek Park, Sorich Park, Lansdale Station Park, Imagination Park, Robson-Harrington Park and Grounds and Faude Park) and for the maintenance and upkeep of the landscaped areas surrounding Town Hall and the Community Center.

Street and Park Maintenance are also responsible for the development of improvements for most of the Town's parks and community gathering areas to further serve public needs and enhance existing landscapes. This enhancement includes reduced fire fuel and improved accessibility for disabled persons in Town parks and public gathering areas.

2023-24 ACCOMPLISHMENTS

- Trained the Streets and Parks staff in the use of work order software (Asset Essentials by Dude Solutions) to track and more efficiently schedule work.
- Improved storm and flood control preparedness and response by the Streets and Parks staff along with Engineering staff.
- Replaced older gas-powered landscape equipment including blowers, weedwhackers, chainsaws, hedgers, and mowers with battery-powered tools.
- Implemented staff safety training protocol resulting in zero workplace accidents.
- Provided staff training for playground safety compliance.
- Operate, and maintain town wells and irrigation systems to reduce or eliminate potable water use.
- Provide traffic control for town special events.
- Replaced older gas-powered vehicle with a new all-electric truck.

2024-25 GOALS/WORKPLAN

- Focus on internal operations and continue to improve productivity and efficiency through teamwork, cross-training and accountability, and scheduling software implementation.
- Continue to work proactively with residents, utilities, and contractors to abate traffic safety and other hazards in the public right of way.
- Continue training and work on stormwater improvements as required by the State.
- Look for ways to improve maintenance on the medians and parks, along with ADA improvements in the parks and buildings.
- Inspect and clean all storm drain structures prior to the winter season.
- Repaint all curb markings (Red, Green, Yellow) in the downtown business district.
- Inspect and repaint all yellow pavement markings around school zones for pedestrian safety.

GENERAL FUND

LABOR COSTS

Title	2022-23	2023-24	2024-25
Maintenance Supervisor	1.00	1.00	1.00
Senior Maintenance Worker	2.00	2.00	2.00
Maintenance Workers I/II	3.00	3.00	3.00
Public Works Manager	1.00	1.00	1.00
Total:	7.00	7.00	7.00

- **Reimbursable costs:** Safety and other work clothing provided.
- **Temporary hire/overtime:** Summer hires to supplement regular crews for street painting and other projects at peak maintenance times, overtime during storms and part-time janitorial work.

SERVICES AND SUPPLIES

- **Training:** Staff attendance at safety training seminars and CalOSHA current regulations.
- **Outside services:** Routine and specialized maintenance and repair of Town streetlights ($31,000), traffic signals ($62,830), sidewalks and other concrete work ($55,000); mandated storm water pollution control program and projects ($55,000); street sweeping ($145,000); contractor services to help maintain the Town's landscaped grounds and trees, poison oak and other brush/fire hazard removal ($75,000); and medians ($100,000)
- **Equipment Maintenance:** Maintenance of field radios, mowers and other equipment.
- **Internal Service Charge – Building Maintenance:** Janitorial, heat/air, and minor repairs ($18,025). Streetlights, traffic signals, and other facilities; water for landscaping, electricity, internet/e-mail and sewer expenses ($153,467).
- **Vehicle Maintenance:** Fuel, oil, maintenance, and repair of maintenance vehicles.
- **Equipment Rental:** Miscellaneous equipment rental.
- **Internal Service Charge – Info Tech:** Technology support for departments ($19,000).
- **Supplies:** Materials and supplies for paving ($8,240), street maintenance ($20,085), traffic control ($13,390), and other services; supplies needed to maintain parklands and open space areas, park furnishing and removal of graffiti.

GENERAL FUND

GENERAL FUND PUBLIC WORKS - STREET AND PARK MAINTENANCE					
	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	% Total
Labor Costs					
Salaries	513,106	601,380	602,966	633,403	30.94%
Temporary Help	9,383	40,000	45,750	55,000	2.69%
Overtime	1,739	-	2,500	5,000	0.24%
Retirement	48,707	61,517	61,455	64,822	3.17%
Benefits	127,261	149,080	148,225	145,402	7.10%
Payroll Taxes	40,411	50,836	49,629	54,050	2.64%
LABOR COSTS	740,607	902,813	910,525	957,677	46.78%
Services and Supplies					
Training	1,506	2,500	500	5,000	0.24%
Outside Services	857,310	629,039	664,058	688,361	33.62%
Workers Compensation Claim	-	-	-	-	0.00%
Equipment Maintenance	6,405	2,500	39,000	6,500	0.32%
Internal Service - Bldg Maint	158,895	166,400	166,400	171,492	8.38%
Vehicle Maintenance	48,069	32,000	48,000	43,500	2.12%
Internal Service - Info Tech	15,470	17,000	17,000	19,000	0.93%
Supplies	140,631	127,115	190,000	154,800	7.56%
Equipment Rental	132	1,000	4,000	1,000	0.05%
SERVICES & SUPPLIES	1,228,418	977,554	1,128,958	1,089,653	53.22%
TOTAL BUDGET	1,969,025	1,880,367	2,039,483	2,047,330	100.00%



GENERAL FUND

RECREATION – GENERAL FUND

The General Fund support of the Recreation Department in past years has been equal to the total compensation of the Community Services Director and the Administrative Assistant (0.8 FTE), in addition to a number of general administrative costs.

2023-24 CHANGES/HIGHLIGHTS

In 2023-24, 100% of the Community Services Director's total compensation and the Administrative Assistant (0.8 FTE) is reflected in the General Fund, in addition to some Outside Services, including janitorial services and internet/email services.

Administrative overhead such as payroll, finance, personnel, legal, and insurance, are provided through other Town funds. The remainder of the Recreation Department's expenditures are reflected in the Recreation Fund, which is self-supported by recreation program fees.

SERVICES AND SUPPLIES

- **Internal Service Charge - Building Maintenance:** Janitorial, internet, e-mail ($20,600).
- **Departmental Supplies:** Postage, miscellaneous supplies ($2,000).

LABOR COSTS

Title	2022-23	2023-24	2024-25
Community Services Director	1.00	1.00	1.00
Administrative Services Assistant	0.80	0.80	0.80
Total:	1.80	1.80	1.80

GENERAL FUND

GENERAL FUND
RECREATION

	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	% Total
Labor Costs					
Salaries	208,399	212,155	189,479	213,071	67.25%
Temporary Help	-	-	16,038	-	0.00%
Retirement	19,369	23,916	21,716	23,811	7.52%
Benefits	23,714	51,809	37,086	40,379	12.74%
Payroll Taxes	15,084	16,802	14,269	16,969	5.36%
LABOR COSTS	266,566	304,682	262,550	294,230	92.87%
Services and Supplies					
Internal Service - Bldg Maint	18,643	20,000	20,000	20,600	6.50%
Utilities	8,223	-	-	-	0.00%
Supplies	1,633	2,000	1,545	2,000	0.63%
SERVICES & SUPPLIES	28,499	22,000	21,545	22,600	7.13%
TOTAL BUDGET	295,065	326,682	284,095	316,830	100.00%

GENERAL FUND

DEBT SERVICE

In 2012-13 the Town's PERS rate was reduced to reflect the sale of Pension Obligation Bonds to pay the Town's Employer Side Fund liability of $3,521,183.91.

In 2003, CalPERS combined agencies with less than 100 members into risk pools based on plan type. The Employer Side Fund was created to account for the difference between the funded status of the pool and the funded status of individual plans.

The repayment of the Pension Obligation Bonds is reflected in the Expenditure Summary under General Fund Departments, Debt Service (Pension Obligation Bonds). Overall, the refinancing of the side fund is saving the Town approximately $60,000 per year and $600,000 over the ten-year term. The Bonds matured in fiscal year 2021-22.

The Town issued Pension Obligation Bonds to pay the employer side unfunded liability in September 2021. The third-year payment is reflected in the 2024-2025 budget. Overall, the issuance of the bonds is saving the Town approximately $150,000 in year 3 and over $5 million over the life of the bonds.

GENERAL FUND
DEBT SERVICE

	2021-2022	2022-2023	2023-2024	2024-2025	
	Actuals	Revised Budget	Estimated Actuals	Budget	% Total
Services					
Administration Fees	1,300	1,500	1,300	1,500	0.23%
Debt Service: Principal	285,000	410,000	410,000	465,000	72.61%
Debt Service: Interest	209,249	176,067	176,067	173,929	27.16%
SERVICES	495,549	587,567	587,367	640,429	100.00%
TOTAL BUDGET	495,549	587,567	587,367	640,429	100.00%

NON-DEPARTMENTAL SERVICES

This budget program represents services, participation in joint powers authorities (JPA's), and other expenditures that represent the Town's interest and are not attributable to a single department or program.

The Public Employees Retirement System (PERS) has changed the way public entities are charged for pension costs to better reflect actual costs and to reduce unfunded liabilities. As such, members are now charged a flat fee in addition to a percentage of salary. The Town issued Pension Obligation Bonds in 2021 to pay the unfunded liability amount. The amount recognized in retirement for the FY2022-2023 is the savings between CALPERS amortization scheduled and bond repayment schedule that will be deposited into the Pension Trust for any future unfunded liability. The difference of $246,689 is reflected in Non-Departmental Services, under Retirement for FY2022-2023.

The Town participates in several Joint Powers Authority (JPA) agencies county-wide, and the costs for participation are budgeted under Outside Services.

The San Anselmo Volunteer Effort has generously agreed to fund an annual Volunteer Appreciation recognition and an annual Volunteer of the Year award.

SERVICES AND SUPPLIES

- **Retiree Benefits:** The Town provides $225/month for retiree health for the Town's retirees. The estimated payment needed to meet Actuarially Determined Contribution (ADC) is $156,390.

- **Training:** Training and conference attendance by Council-appointed boards, commissioners, and general staff ($3,000).

- **Outside services:** Joint powers authorities, contracts, and memoranda of understanding with other agencies: Animal control services from the Marin Humane Society ($142,000); Transportation Authority of Marin ($22,500); MERA administrative fee and replacement fund ($18,000), Marin Local Agency Formation Commission ($11,800), Association of Bay Area Governments ($3,910), Marin Climate and Energy Partnership ($2,500).

- **Internal Service Charge – Insurance:** Workers Compensation, Liability and Property Insurance ($600,000).

- **Promotion of Commerce:** Town Holiday lights; miscellaneous advertisement, Economic Development activities ($18,500).
- **Publications & dues:** Town's membership in the League of California Cities, personnel consortium, PERSPAC, and for publications ($9,850).

- **Department Supplies:** Employee recognition ($3,000), County Office of Emergency Services assistance ($6,000), volunteer recognition ($1,600), and miscellaneous supplies ($500).

GENERAL FUND

- **Safety Program:** Correction of unsafe conditions, health & safety training ($5,000).
- **Interest Expense:** Cost of borrowing funds from the County of Marin to cover dry period before property tax payout ($5,000).

COMMUNITY SERVICE INVESTMENTS

Investments in community service organizations that provide assistance to San Anselmo's citizens in need:

Community Service Investments	2022-23	2023-24	2024-25
Marin Abused Women's Services	5,000	5,000	5,000
Drake High School Safe & Sober	500	500	500
Marin Housing BMR Program	2,130	2,250	2,250
Ross Valley School District Yellow Bus	30,500	35,500	37,500
Community Homeless Fund	14,145	14,152	14,576
Ross Valley Healthy Communities	2,500	2,500	2,500
Total:	**54,775**	**59,902**	**62,326**

GENERAL FUND
NON DEPARTMENTAL

	2022-2023 Actuals	2023-2024 Revised Budget	2023-2024 Estimated Actuals	2024-2025 Budget	% Total
Retirement	3,972	244,797	1,829	96,903	6.51%
Retiree Benefits	156,390	164,779	164,779	180,796	12.15%
Training	-	3,500	2,505	3,500	0.24%
Outside Services	308,959	877,960	755,502	317,960	21.36%
Publications & Dues	4,654	10,272	3,625	10,272	0.69%
Promotion of Commerce	11,208	50,000	41,325	25,000	1.68%
Safety Program	-	6,500	-	6,500	0.44%
Department Supplies	11,242	13,000	7,724	12,500	0.84%
Internal Service - Info Tech	-	-	-	25,000	1.68%
Internal Service - Insurance	600,000	750,000	750,000	750,000	50.39%
Internal Service - Vehicle Replacement	-	-	-	60,000	4.03%
TOTAL SERVICES & SUPPLIES	1,096,425	2,120,808	1,727,290	1,488,431	100.00%
TOTAL BUDGET	1,096,425	2,120,808	1,727,290	1,488,431	100.00%

MEASURE D SALES TAX FUND

Revenue and expenditures associated with the Measure D one-half percent (0.5%) transactions and use tax measure passed in 2013, designed to repair potholes, repave roads, reduce traffic congestion, maintain and improve sidewalks/drainage/street medians, preserve public safety, and improve other general Town services, facilities, and infrastructure. Projects completed and funds spent are reviewed by the Capital Programs Monitoring Committee on an annual basis.

In 2022, Town residents passed Measure J, a successor sales and use tax measure to Measure D. Measure J continues and enhances ongoing funding for roads and infrastructure along with providing ongoing funding for enhanced staffing in the Ross Valley Fire Department, for park and building improvements, active transportation enhancements, and projects to help mitigate the effects of climate change

The Measure D Sales Tax expired on March 31, 2023. The reserves from the Measure D Sales Tax Fund balance as of June 30, 2023, have been used for the Memorial Park Parking Lot Project in fiscal year 23-24. There are no reserves remaining in 2023-24 and no budget set for 2024-25.

TOWN OF SAN ANSELMO
MEASURE D SALES TAX FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	1,073,935	617,009	617,009	-
REVENUE				
Measure D Sales Tax	996,286	-	14,778	-
TOTAL REVENUE	996,286	-	14,778	-
TOTAL RESOURCES	2,070,221	617,009	631,787	-
EXPENDITURES				
TOTAL EXPENDITURES	1,453,212	675,126	631,787	-
Net Increase/(Decrease)	(456,926)	(675,126)	(617,009)	-
ENDING BALANCE	617,009	(58,117)	-	-
TOTAL BUDGET	2,070,221	617,009	631,787	-

MEASURE D SALES TAX FUND

TOWN OF SAN ANSELMO
MEASURE D SALES TAX FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Measure D Sales Tax	985,592	-	14,778	-
Use of money and property	10,694	-	-	-
TOTAL REVENUE	996,286	-	14,778	-
EXPENDITURES				
Arterial Median Work	19,454	-	-	-
Bolinas Ave Paving	-	-	-	-
Bridge Prevention Maintenance Prg	1,083	-	-	-
Crescent Lane Catch Basin	25,000	-	-	-
Drainage	89,612	-	-	-
Madrone Ave Bridge	1,837	-	-	-
Memorial Park EV Stations	189	-	-	-
Memorial Park Field Project	216,000	-	-	-
Memorial Park Improvements	31,264	-	-	-
Memorial Park Paving	51	-	-	-
Project Management	185,932	-	-	-
Memorial Park Parking Lot	-	675,126	631,787	-
Street Paving	248,836	-	-	-
Slurry & Crack Seal, Digouts	511,841	-	-	-
Unprogrammed Resurfacing	96,138	-	-	-
TOTAL EXPENDITURES	1,453,212	675,126	631,787	-

EMERGENCY RESERVE FUND

EMERGENCY PROJECTS FUND

The Emergency Reserve Fund serves as a safety valve for unanticipated emergency needs. Prior to 2003-04, the Town's policy was to maintain a fund balance of $100,000 to ensure adequate cash flow in anticipation of emergency projects, disasters, or other unprogrammed demands. In 2003-04, $50,000 of this fund was transferred to the General Fund.

The fund was established for use during winter storms to respond to hazards on public and private property. Costs associated with private property are charged to the property owner, for reimbursement. When costs are incurred during emergencies that are declared to be federal and/or state disasters and are eligible for disaster assistance, a reimbursement claim is filed and funds that are received are returned to the Emergency Projects Fund.

The fund has been used to record the Town's expenses incurred in conjunction with the flood that occurred on December 31, 2005, and the April 2006 damage on Allyn Avenue. As of June 30, 2014, the Town spent a total of $7.6 million in recovery costs and related improvements for the two emergency events and has received reimbursement from FEMA, OES, and flood insurance for $4.7 million. Of the remaining $2.9 million costs, the Town has funded $1.7 million of fire station reconstruction with a municipal loan, leaving an unreimbursed balance of $1.2 million that was absorbed by the General Fund. Construction costs for the firehouse remodel exceeded the $1.7 million construction loan. The Town has transferred $1.7 million in General Fund money into the Emergency Projects fund since 2005 to cover unreimbursed flood-related expenses. The Town returned $21,729 in reimbursements to FEMA and OES that were subsequently disallowed.

The Town has been audited with respect to the reimbursements from FEMA and OES by the Office of the Inspector General for the flood expenses. The result of that report was a finding that the Town's expenditures were generally within the guidelines set by the federal and state government.

When costs are incurred by the Town but are not eligible for reimbursement by property owners or other agencies, the annual carryover and/or a transfer from the General Fund is recommended to replenish the fund for future needs.

On March 16, 2020, Town Manager issued a Proclamation of the Existence of a Local Emergency Related to COVID-19. The Town has been recording all the expenditures that are related to COVID-19 responses to a COVID-19 project and will submit for all qualified reimbursements to state and federal agencies.

The Town received $157,512 Coronavirus Relief Fund direct allocation of CARES Act funding from the State to reimburse the costs incurred due to the COVID-19 pandemic during the fiscal year 2020-21.

On March 11, 2021, President Biden signed the American Rescue Plan Act which provided funding to state and local governments to facilitate recovery from the economic and public health effects of the Covid-19 Pandemic. The Town is expected to receive $2.984 million. The deadline to spend the funding is December 31, 2026 as long as the funds are obligated by December 31, 2024.

EMERGENCY RESERVE FUND

TOWN OF SAN ANSELMO
EMERGENCY PROJECTS FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	1,525,525	3,105,193	3,105,193	1,749,727
REVENUE				
Revenue	1,793,332	-	19,534	-
Transfers In	-	-	125,000	-
TOTAL REVENUE AND TRANSFERS IN	1,793,332	-	144,534	-
TOTAL RESOURCES	3,318,857	3,105,193	3,249,727	1,749,727
EXPENDITURES				
TOTAL EXPENDITURES	213,664	2,917,225	1,500,000	1,389,701
Net Increase/(Decrease)	1,579,668	(2,917,225)	(1,355,466)	(1,389,701)
ENDING BALANCE	3,105,193	187,968	1,749,727	360,026
TOTAL BUDGET	3,318,857	3,105,193	3,249,727	1,749,727

EMERGENCY RESERVE FUND

TOWN OF SAN ANSELMO
EMERGENCY PROJECTS FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Other Misc Revenue	1,524,629	-	19,534	-
Use of money and property	68,703	-	118,000	-
Transfers In	200,000	-	125,000	-
TOTAL REVENUE AND TRANSFERS IN	1,793,332	-	144,534	-
EXPENDITURES				
Department Supplies	-	-	-	-
Outside Services	213,664	2,917,225	1,500,000	1,389,701
Emergency Response	-	-	-	-
TOTAL EXPENDITURES	213,664	2,917,225	1,500,000	1,389,701

MEASURE J SALES TAX FUND

MEASURE J SALES TAX FUND

Revenue and expenditures associated with the Measure J one percent (1.0%) transactions and use tax measure passed in 2022, designed to repair potholes, repave roads, reduce traffic congestion, maintain and improve sidewalks/drainage/street medians, preserve public safety, and improve other general Town services, facilities, and infrastructure. Projects completed and funds spent are reviewed by the Infrastructure & Fiscal Monitoring Committee on an annual basis.

Revenue in this fund is anticipated to be approximately $2,636,000. Expenditures are budgeted for the following:

Project	Cost $
3-person Engine Company (RVFD)	261,715
ADA Access at Robson House	50,000
Bridge Prevention Maintenance Program	40,000
Bridge Ave Bridge	12,000
Center Blvd Bridge	12,000
Concrete Street Repair	50,000
EV Charging FS19	21,000
EV Charging Memorial Park	23,500
EV Charging Creek Park	39,000
EV Charging Pine Street Parking Lot	41,000
EV Charging Corp Yard	7,000
Fire Station 19 Repairs	55,000
Isabel Cook Community Center Repairs	335,000
Madrone Ave Bridge	12,000
Library Roof/HVAC	100,000
Memorial Park Renovations	175,000
Multimodal Design	50,000
Nokomis Ave Bridge	12,000
Ped Bridge (Peterson Bridge – Sais to Karl)	20,000
Project Design and Inspection	200,000
Salary/Benefits for Engineers (1.05 FTE)	245,928
Resilient Hub	353,357
Robson/Friends Deck	35,000
Robson House Interior Restroom	50,000
Robson House Painting	180,000
Robson Carriage House Removal	125,000
Robson Harrington Outdoor Restroom	65,000
SFD/Broadmoor/Sierra Traffic Signal Phase	120,000
Sidewalk Gap Closure Program	50,000
Street Paving	400,000
Slurry Seal Program	200,000
Sorich Park Parking Lot	30,000
Storm Drain Culvert Lining/Repair	80,000

MEASURE J SALES TAX FUND

Traffic Signal Controller	30,000
Unprogrammed Drainage	150,000
Total Expenditures	**$3,630,501**

Also included is bridge preventive maintenance local match and bridge replacement local match.

LABOR COSTS

Title	2022-23	2023-24	2024-25
Director of Public Works/Town Engineer	0.00	0.30	0.30
Assistant Engineer	0.00	0.75	1.13
Total FTE:	0.00	1.05	1.43

TOWN OF SAN ANSELMO
MEASURE J SALES TAX FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	-	600,294	600,294	1,411,723
REVENUE				
Measure J Sales Tax	615,423	2,521,266	2,529,176	2,568,266
Use of money and property	653	-	-	-
TOTAL REVENUE	616,076	2,521,266	2,529,176	2,568,266
TOTAL RESOURCES	616,076	3,121,560	3,129,470	3,979,989
EXPENDITURES				
TOTAL EXPENDITURES	15,782	3,222,317	1,717,747	3,630,501
Net Increase/(Decrease)	600,294	(701,051)	811,429	(1,062,235)
ENDING BALANCE	600,294	(100,757)	1,411,723	349,488
TOTAL BUDGET	616,076	3,121,560	3,129,470	3,979,989

MEASURE J SALES TAX FUND

TOWN OF SAN ANSELMO
MEASURE J SALES TAX FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actual	Budget
REVENUE				
Measure J Sales Tax	615,423	2,521,266	2,529,176	2,568,266
Interest	653			
TOTAL REVENUE	616,076	2,521,266	2,529,176	2,568,266
EXPENDITURES				
3-person Engine Company (RVFD)	-	-	-	261,716
ADA Access at Robson House	-	50,000	-	50,000
ADA Curb Ramps (AT)	-	-	-	-
Active Transportation	-	161,913	30,000	-
Bridge Ave Bridge	-	24,000		12,000
Bridge Preventative Maintenance Program	-	-	5,120	40,000
Building Bridge #2 Site	-	323,827	-	-
Center Boulevard Bridge	-	24,000	-	12,000
Concrete Street Repair	-	-	-	50,000
Electric Vehicle Infrastructure/EV Vehicles	-	70,000	14,200	-
EV Charging FS19	-	-	-	21,000
EV Charging Memorial Park	-	-	-	23,500
EV Charging Creek Park	-	-	-	39,000
EV Charging Pine Street Parking Lot	-	-	-	41,000
EV Charging Corp Yard	-	-	-	7,000
Downtown Bike & Ped Safety Study (AT)	-	-	-	-
Fire Department Station 19 Repairs	-	50,000	-	55,000
Isabel Cook Community Center Repainting	-	135,000	-	135,000
ICC Parkside Preschool Playground	-	-	-	-
ICC Roof Repair	-	-	-	200,000
Library HVAC / Roof Replacement	-	-	-	100,000
Madrone Ave Bridge	-	24,000	5,120	12,000
Memorial Park Parking Lot	-	62,974	181,203	-
Memorial Park Renovations	-	175,000	-	175,000
Millennium Playground Remodel	-	50,000	-	-
Multimodal Design	-	50,000	30,000	50,000
Nokomis Ave Bridge	-	24,000	-	12,000
Ped Bridge(Peterson Bridge - Sais to Karl) (AT)	-	-	-	20,000
Project Design and Inspection	15,782	150,000	160,000	200,000
Project Management	-	193,880	198,201	245,928
Town Hall Resiliency Hub	-	353,357	5,000	353,357
Robson/Friends Deck	-	-	-	35,000
Robson House Interior Restroom	-	50,000	-	50,000
Robson House Painting	-	-	-	180,000

MEASURE J SALES TAX FUND

Robson House Windows			30,000	-
Robson Carriage House Removal	-	125,000	-	125,000
Robson Harrington Outdoor Restroom	-	65,000	-	65,000
SFD/Broadmoor/Sierra Traffic Signal Phase Separation	-	-	-	120,000
Sidewalk Gap Closure Program (AT)	-	-	-	50,000
Street Paving	-	311,801	311,801	400,000
Slurry & Crack Seal, Digouts	-	458,565	486,602	200,000
Sorich Park Parking Lot				30,000
Stormdrain Culvert Lining/Repair	-	-	-	80,000
Traffic Signal Controller	-	30,000	7,500	30,000
Unprogrammed Drainage	-	150,000	181,000	150,000
Unprogrammed Resurfacing	-	50,000	60,000	-
Vista Room Improvements	-	30,000	-	-
Water Well Development and Groundwater Monitoring	-	30,000	12,000	-
TOTAL EXPENDITURES	15,782	3,222,317	1,717,747	3,630,501

DOWNTOWN REVITALIZATION FUND

DOWNTOWN REVITALIZATION

As a community of residents, business owners, and commercial property owners, enlisting the cooperation of the Town of San Anselmo, we endeavor to identify and define our downtown as a desirable destination, encourage businesses to meet the needs of our community and create a favorable center of increased social interaction and business.

Downtown Revitalization Strategy Mission Statement

In 1994, residents, businesspeople, and Town officials began to create a strategy for enhancing the appearance and vitality of downtown San Anselmo. The Town hired Urban Planning Consultant Michael Freedman to lead community workshops, which resulted in the adoption of the above mission statement, and a strategy and priorities for improving the downtown. Landscape architect George Girvin was hired by the Town to create a streetscape conceptual design, which was approved by the Council in September 1996.

The design plan consists of adding trees, old-fashioned streetlights, outside furniture such as benches, a plaza seating area, signs, and other improvements to the downtown. In May, 1997, the Town hired Greenwood & Associates to perform a study on the feasibility of raising the funds to build these downtown improvements.

In February 1998, the Town Council adopted a downtown revitalization plan to bring $300,000 of streetscape improvements to the downtown. The Council authorized hiring George Girvin to design the improvements and coordinate the design with the undergrounding of utilities and Measure G street repaving project.

In 1999-00, a fundraising campaign was conducted to raise $300,000 for the streetscape project; the total results of the fundraising campaign, including interest revenue, were $341,000.

The Downtown Revitalization Fund accounts for the revenues and expenses related to the Downtown Revitalization improvement project.

In Spring, 1999, beating out stiff competition, San Anselmo was awarded a $226,000 grant from the Metropolitan Transportation Commission's Livable Communities program to construct entry signs to San Anselmo and improvements to the Hub station bus shelters. A local match of 11%, or $22,000 was required and these improvements were completed in conjunction with the San Anselmo 2000 Streetscape Improvements.

With the completion of the downtown paving, tree planting, bench placement, electrical conduit placement, sidewalk grates and the majority of the Town Hall Plaza work, the main project is completed. Benches continue to be placed as donors indicate a desire for a memorial bench. Still to be completed is the tree lighting. Funding is utilized for downtown tree replacement, flower baskets, and other miscellaneous services.

DOWNTOWN REVITALIZATION FUND

TOWN OF SAN ANSELMO
DOWNTOWN REVITALIZATION FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	6,371	21,577	21,577	33,077
REVENUE				
Revenue	15,206	15,000	15,000	-
TOTAL REVENUE	15,206	15,000	15,000	-
TOTAL RESOURCES	21,577	36,577	36,577	33,077
EXPENDITURES				
TOTAL EXPENDITURES	-	4,178	3,500	5,000
Net Increase/(Decrease)	15,206	10,822	11,500	(5,000)
ENDING BALANCE	21,577	32,399	33,077	28,077
TOTAL BUDGET	21,577	36,577	36,577	33,077

DOWNTOWN REVITALIZATION FUND

TOWN OF SAN ANSELMO
DOWNTOWN REVITALIZATION FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Rev Budget	Estimated Actuals	Budget
REVENUE				
Use of money and property	206	-	-	-
Transfers In	15,000	15,000	15,000	-
TOTAL REVENUE	15,206	15,000	15,000	-
EXPENDITURES				
Outside Services - Tree	-	1,178	-	1,500
Outside Services - Other	-	3,000	3,500	3,500
TOTAL EXPENDITURES	-	4,178	3,500	5,000

GRANTS FUND

This fund was initially established to track the revenue and expenditures related to legally restricted funds obtained through state grants for traffic congestion relief. The State has withheld traffic congestion funds since 2004-05. The fund is currently utilized to track all grant funds associated with road resurfacing and other related capital improvement projects. It has been renamed GRANTS FUND to more accurately reflect its use.

Included in the fund in 2024-25 are expenditures associated with the following grants:

Project	**Cost $**
Creek Park Contraflow Bike Lanes - Design	166,142
EV Charing FS19	13,000
EV Charging Memorial Park	32,500
EV Charging Creek Park	39,000
EV Charing Pine Street Parking Lot	39,000
EV Charing Corp Yard	13,000
HAWK Pedestrian Signal at Saunders Ave/SFD	204,000
Cal Recycle Recycling Grant	5,000
2023 Street Paving Project	290,658
Total Expenditures	**$802,300**

- **Bridge Preventative Maintenance Program** – Funds were granted by the State for preventative maintenance in the total amount of approximately $1.2 million on three bridges consisting of Center Boulevard Bridge at Lansdale, Sir Francis Drake Bridge at Tunstead, and Barber Avenue Bridge. This funding is for bridges that do not need to be replaced but that need preventative maintenance.

- **Center Boulevard and Bridge Avenue Bridges** – Federal Highway Bridge Program funding for the replacement of bridges over San Anselmo Creek at Center Boulevard and Bridge Avenue. There is a required match for this bridge grant of 11.5% that was initially anticipated to be covered by the County of Marin Flood Zone 9 Flood Fee but is now covered in the Town budget. Initial funding has been approved for conceptual design. Subsequent funds will be available for design and construction phases of the project. Funding for the entire project has been allocated by CalTrans but construction has not been authorized. Funding for the conceptual design, final design and environmental process is approximately $1,969,000 and will be authorized upon approval of the conceptual design. The remainder of the grant will be spent in subsequent years as the project progresses.

- **Madrone Avenue Bridge** – Federal Highway Bridge Program funding to rebuild the bridge over San Anselmo Creek at Madrone Avenue. Total grant for design is $1,267,875. The required local match of 11.5% was being covered by the County of Marin Flood Zone 9 Flood Fee but now is in-

GRANTS FUND

corporated into the Town budget. The remainder of the grant will be spent in subsequent years as the project progresses. Funding for the entire project was delayed but it appears that funding has been authorized by CalTrans to continue.

- **Nokomis Avenue** – Federal Highway Bridge Program funding to rebuild the bridge over San Anselmo Creek at Nokomis Avenue. The estimated design dollars is $50,000. There is no required local match for this bridge grant. The remainder of the grant will be spent in subsequent years as the project progresses. Funding for the entire project was delayed along with bridges throughout California due to funding issues but it appears that funding has been authorized by CalTrans to continue.

- **Cal Recycle** recycling grant has awarded the Town a $5,000 grant used to purchase and replace public recycling containers as well as clean up litter in parks, recreation areas, and roadways. The goal of CalRecycle's beverage container recycling program is to reach and maintain an 80 percent recycling rate for all California refund value beverage containers.

- **2024 Street Paving Project** – The Transportation Authority of Marin (TAM) has awarded Measure AA funding to the Town in the amount of $290,658 for FY2024-25. This money will be used to partially fund the 2024 Street Paving project.

GRANTS FUND

TOWN OF SAN ANSELMO
GRANTS FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	119,504	256	256	25,153
REVENUE				
Revenue	580,718	570,328	417,286	802,300
TOTAL REVENUE	580,718	570,328	417,286	802,300
TOTAL RESOURCES	700,222	570,584	417,542	827,453
EXPENDITURES				
TOTAL EXPENDITURES	699,966	570,328	392,389	802,300
Net Increase/(Decrease)	(119,248)	-	24,897	-
ENDING BALANCE	256	256	25,153	25,153
TOTAL BUDGET	700,222	570,584	417,542	827,453

GRANTS FUND

TOWN OF SAN ANSELMO
GRANTS FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Rev Budget	Est. Actual	Budget
REVENUE				
Bridge Avenue Bridge	-	50,000	-	-
Bridge Preventive Maintenance	42,680	60,000	25,474	-
Center Blvd Bridge	-	50,000	-	-
Creek Park Contraflow Bike Lines - Design	-	-	-	166,142
EV Charging FS19	-	-	-	13,000
EV Charging Memorial Park	-	-	-	32,500
EV Charging Creek Park	-	-	-	39,000
EV Charging Pine Street Parking Lot	-	-	-	39,000
EV Charging Corp Yard	-	-	-	13,000
Madrone Ave Bridge	20,811	50,000	7,717	-
Nokomis Ave Bridge	21,849	50,000	9,170	-
SFD Rehab - Hub to Bolinas Ave	-	-	23,577	-
HAWK Pedestrian Signal at Saunders Ave/SFD	-	-	-	204,000
Hub Study	35,922	-	-	-
Other Revenue	48,712	-	46,020	-
State Recycling Grant	-	5,000	-	5,000
Street Paving - Measure AA	410,744	305,328	305,328	290,658
TOTAL REVENUE	580,718	570,328	417,286	802,300
EXPENDITURES				
Bridge Ave Bridge	-	50,000	-	-
Bridge Preventive Maintenance	14,789	60,000	19,673	-
Center Blvd Bridge	-	50,000	-	-
Creek Park Contraflow Bike Lines - Design	-	-	-	166,142
EV Charging FS19		-	-	13,000
EV Charging Memorial Park	-	-	-	32,500
EV Charging Creek Park	-	-	-	39,000
EV Charging Pine Street Parking Lot	-	-	-	39,000
EV Charging Corp Yard	-	-	-	13,000
Madrone Ave Bridge	34,120	50,000	900	-
Nokomis Ave Bridge	26,647	50,000	1,488	-
SFD Rehab - Hub to Bolinas Ave	50,486	-	-	-
HAWK Pedestrian Signal at Saunders Ave/SFD	-	-	-	204,000
Hub Study	80,707	-	-	-
Imagination Park	42,473	-	60,000	
State Recycling Grant	-	5,000	-	5,000
Street Paving Measure AA	410,744	305,328	305,328	290,658
TOTAL EXPENDITURES	699,966	570,328	392,389	802,300

RECREATION

The Recreation Department is responsible for developing and administering programs and services that enrich lives and help meet social, recreational, leisure and cultural needs of youth, teens, families, and older adults and people with disabilities through direct and contract programs.

Town residents and the greater Ross Valley community are provided with a variety of sports, leisure, arts and recreational activities and classes for all ages and abilities throughout the year. Program highlights include sports programs, gymnastics, afterschool care, afterschool enrichment and toddler enrichment classes. Summer day camps, specialty camps, and sports camps fill an important need in Ross Valley for quality, affordable summer programming for children. The Parkside Preschool program has been serving preschool-aged children (and their parents) for over 45 years.

The Department provides staff support to our aging community. We work with the Ross Valley Seniors program and our Age & Disability Friendly Committee offers recreational, social, educational programming and outreach.

We provide staff support to the Parks and Recreation Commission and Arts Commission. The Department also provides staff support to the Dog Park, Skate Park, Robson-Harrington Community Gardens, Age & Disability Friendly, Racial Equity and Economic Development committees.

We fundraise for and produce several community events, including, Live on the Avenue (in partnership with several Town departments), Goblins Parade, Breakfast with Santa, Tree Lighting, Egg Hunts, Skate Fest and Corn Hole Tournaments.

The Recreation Fund is self-supporting except for general administrative functions such as payroll, finance, legal, maintenance and the Community Services Director's and the Administrative Services Assistant's compensation. Internet services and some maintenance functions are provided through the General Fund contribution to the Recreation Department. The Recreation Fund recoups its expenditures through class and program fees, as well as associated revenues such as advertising sales and rental/reservations income.

2023-24 ACCOMPLISHMENTS

- The Recreation Department increased enrollment during FY 2023-24. We were able to serve more members of the community by maximizing enrollment and adding additional programming.
- Upgraded and improved the program spaces located at the Robson Harrington House, Vista Room, Gym and Parkside Preschool. Improvements to the inside program spaces included flooring, painting, replacing carpets and kitchen improvements. The Department used reserve funds which were included in the FY 2023/24 Recreation Fund budget under capital outlay.
- Implemented new recreation registration software, Civic Rec. The registration software pairs with the Town website, Civic Plus. The department connected the two platforms to update and reorganize our website and registration process. This created a better experience for our recreation community.
- Provided a framework for the Arts Commission, giving them steps and parameters for approving

RECREATION FUND

public art murals.
- Established Age & Disability Friendly San Anselmo. The Town and the Marin Age & Disability Institute received a grant to reinforce a culture that allows for people to actively age with dignity, respect, and independence. While also, nurturing a commitment to people with disabilities.
- Expanded department programming to include toddler enrichment classes, increased the size of summer camp and added adult programming.
- Grew our CIT (Counselor in Training) program) to include 40 students ranging in age from 13-15. This is a job training program where students apply, go through an interview, training & orientation, then volunteer alongside paid camp staff. This is a great experience for teens.
- The Parks & Recreation Commission reviewed the 2018 Master Plan and created draft amendments. They engaged the community through public meetings and four surveys.
- Produced and fundraised for San Anselmo Live, Goblins Parade, Tree Lighting, Breakfast with Santa, Egg Hunts, and Corn Hole Tournaments.

2023-24 CHANGES/HIGHLIGHTS

The Recreation Department saw a significant increase in participation levels in existing activities. Our in-house programs sold out quickly and most have wait lists. Our after-school programs, toddler enrichment and summer camps provide youth with opportunities for learning and positive experiences.

2023-24 WORK PLAN PRIORITIES

Below are the FY 2023-24 Work Plan Priorities for the Recreation Department:

1) **Category:** Quality Facilities
Priority: Upgrade and improve the program spaces located at the Robson Harrington House.
Description: Make improvements to the inside program space, home to our after-care programs. Improvements would include painting, replacing carpets, kitchen improvements and replacing blinds. Addition of an office space for staff to work and hold meetings with both parents and staff.
Employee Impact: Moderate
Fiscal Impact: The Department will use reserve funds which will be included in the FY 2023/24 Recreation Fund budget under capital outlay.

2) **Category:** Connecting with the Community
Priority: Age-Friendly & Disability Committee
Description: Age & Disability Friendly San Anselmo will achieve the Vision of their strategic plan, the Town and the community will develop and reinforce a culture that allows for people to actively age with dignity, respect, and independence. While nurturing a commitment to all ranges of disabilities.
Employee Impact: High
Fiscal Impact: Minimal

3) **Category:** Connecting with the Community

Priority: Create a Volunteer Corps for Parks and Recreation Projects.
Description: The Parks and Recreation Commission will create a sub-committee to create a data base of past and future volunteers to work on parks and reaction projects. Projects would include earth day, tutoring, park clean-up projects and more.
Employee Impact: Moderate
Fiscal Impact: Minimal

4) **Category:** Livability and Quality of Life
Priority: Expand Toddler Enrichment Programs
Description: The new early childhood classes will be designed to build a community of caregivers and create an environment for toddlers to socialize, play and learn. Teachers and caregivers will encourage early childhood development by guiding children to explore through stories, songs, sensory and art. Our goal is to have programs at both the Robson Harrington House and Memorial Park.
Employee Impact: High
Fiscal Impact: Minimal

5) **Category:** Connecting with the Community
Priority: Update and reorganize the Recreation Department webpage.
Description: The new Recreation registration software, Civic Rec, pairs with the Town website, Civic Plus. The department will connect the two platforms to update and reorganize our website and registration process. This will create a better experience for our recreation community.
Employee Impact: High
Fiscal Impact: Minimal

6) **Category:** Excelling in Town Services
Priority: Re-format the Community Event Application and Process.
Description: The Town of San Anselmo is vibrant community. The Recreation department receives many requests for events throughout the year. Requests include everything from concerts to bake sales. Currently there is one application that goes to the Town Council for approval. The department will develop processes and applications for larger events, smaller events and tables at existing events. The application process will include interdepartmental communications, insurance requirements and street closure and janitorial costs.
Employee Impact: High
Fiscal Impact: Minimal

SERVICES AND SUPPLIES

- **Outside Services:** Credit card charges, registration software, technologies services, professional fees. ($145,400)

- **Temp Salaries:** Part-time recreation staffing costs ($273,700).

- **Dues:** Professional organization dues and publications required for staff to maintain expertise in

RECREATION FUND

recreation, catalog and information services ($1,200).

- **Training:** Seminars, workshops and conferences to keep staff current on recreation trends, best practices and policies and procedures ($7,000).
- **Utilities:** Electricity and telephone ($11,200).
- **Office Supplies:** Postage, copy paper, ink cartridges, and miscellaneous supplies ($10,000).
- **Promotional/Marketing:** Advertising, program brochure and mailing ($25,500).
- **Capital Outlay:** Program area improvements ($300,000).

LABOR COSTS

Title	2022-23	2023-24	2024-25
Recreation Manager		1.00	1.00
Recreation Senior Supervisor		1.00	1.00
Recreation Supervisor	2.00	0.00	1.00
Recreation Coordinator I/II	3.00	3.00	2.00
Childcare Instructor	1.00	1.00	2.00
Total	6.00	6.00	7.00

** The Recreation Director and the Administrative Services Assistant (0.80 FTE) are accounted for in the General Fund.*

PROGRAMS

Revenues and expenses are budgeted for each program area.

- **Sports:** includes youth and adult sports leagues, classes, and clinics, Tumbling and gymnastics classes.
- **Culture:** includes art, theatre, food, music, babysitting certification, and yoga, etc. for youth and adults.
- **Child Care:** includes Parkside Preschool program, toddler enrichment, on-campus after-school enrichment classes, Robson After Care program, and summer art, sports, and general day camps for youth.
- **Facility Rentals/Other:** includes picnic reservations and field rental revenue; Robson House and ICC facility rental revenue; advertising revenue and other miscellaneous items.
- **Administration:** includes staff salaries, benefits, and training; office expenses; utilities expense; credit card fees; registration software fees; activity guide production costs; marketing costs; and equipment maintenance costs.

RECREATION FUND

TOWN OF SAN ANSELMO
RECREATION FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	463,580	869,405	869,405	965,059
REVENUE				
Revenue	2,376,639	1,984,971	2,104,340	2,210,355
TOTAL REVENUE	2,376,639	1,984,971	2,104,340	2,210,355
TOTAL RESOURCES	2,840,219	2,854,376	2,973,745	3,175,414
EXPENDITURES				
Operating Expenditures	1,944,326	1,953,381	1,882,096	2,176,456
Capital Expenditures	-	300,000	95,000	450,000
Transfers Out	26,488	31,590	31,590	33,899
TOTAL EXPENDITURES AND TRANSFERS OUT	1,970,814	2,284,971	2,008,686	2,660,355
Net Increase/(Decrease)	405,825	(300,000)	95,654	(450,000)
ENDING BALANCE	869,405	569,405	965,059	515,059
TOTAL BUDGET	2,840,219	2,854,376	2,973,745	3,175,414

RECREATION FUND

TOWN OF SAN ANSELMO
RECREATION FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actuals	Revised Budget	Estimated Actuals	Budget
REVENUE				
Sports Programs	707,585	612,600	640,304	568,375
Cultural Programs	145,378	112,971	185,665	177,860
School Programs/Childcare	1,453,212	1,224,500	1,224,500	1,408,120
Events and Other Revenue	70,464	34,900	53,871	56,000
TOTAL REVENUE	2,376,639	1,984,971	2,104,340	2,210,355
EXPENDITURES PROGRAMS ADMINISTRATION				
ADMINISTRATION LABOR COSTS				
Regular Salaries	256,448	292,957	292,957	318,107
Temporary Help	2,708	-	-	-
Overtime	3,137	2,000	2,000	2,000
Retirement	26,839	29,037	29,037	34,949
Other Benefits	45,382	38,565	38,565	37,739
Payroll Taxes	24,277	23,234	23,234	24,823
SUB-TOTAL LABOR COSTS	358,791	385,793	385,793	417,618
SERVICES AND SUPPLIES				
Outside Services	143,578	142,026	142,026	114,500
Training	4,128	7,000	7,000	8,000
Publications and Dues	676	800	800	1,200
Building Maintenance	55	500	500	700
Equipment Maintenance	770	1,000	1,000	400
Utilities	16,943	16,500	16,500	13,000
Promotion/Marketing	36,287	31,717	31,717	20,818
Furniture	159	-	-	-
Office/Departmental Supplies	8,821	10,800	10,800	11,800
SUB-TOTAL SERVICES AND SUPPLIES	211,417	210,343	210,343	170,418
TOTAL PROGRAM ADMINISTRATION	570,208	596,136	596,136	588,036
EXPENDITURES PROGRAMS OPERATIONS				
Sports Programs	323,064	317,763	299,290	309,445
Cultural Programs	86,682	80,066	129,000	127,800
School Programs and Childcare	961,824	958,416	856,670	1,136,175
Events and Other	2,548	1,000	1,000	15,000
SUB-TOTAL PROGRAMS OPERATIONS	1,374,118	1,357,245	1,285,960	1,588,420
CAPITAL OUTLAY - CONSTRUCTION	-	300,000	95,000	450,000
TRANSFERS OUT - GENERAL FUND	26,488	31,590	31,590	33,899
TOTAL EXPENDITURES	1,970,814	2,284,971	2,008,686	2,660,355

SPECIAL REVENUE FUNDS



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Community Services Master Plan Fund..... 82
Road Maintenance..... 84
State Gasoline Tax Fund..... 87
Library Tax Fund..... 89
Robson House Fund..... 93
Special Events Fund..... 96
Measure A Parks Tax Fund..... 98
Isabel Cook Center (ICC)..... 100
Measure C Wildfire Tax Fund..... 103
Climate Action Fund..... 106
Creekside Common Fund..... 109
Parking Fund..... 112
Capital Reconstruction Fund..... 114
Equipment Replacement Fund..... 117
Park Improvement Fund..... 120
Measure G Debt Service..... 122
Municipal Lease Debt Service Fund..... 127
Insurance Fund..... 129
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Technologies Replacement Fund..... 134
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SPECIAL REVENUE FUNDS

COMMUNITY SERVICES MASTER PLAN FUND

The Community Services Master Plan Fund was initiated in 2014-15 to reflect the revenue and expenditures associated with the Community Facilities Master Planning process. This fund is intended to be used for master planning projects related to Town parks and recreation activities and facilities.

The project was initially funded by a $50,000 grant from Marin County Supervisor Katie Rice and a transfer of $60,000 from the Recreation Fund.

During the Community Facilities Master Plan process, community input was collected from a variety of community members to help develop ideas for the Town's community facilities. A Master Plan was adopted by the Council at the end of the process, and work will continue toward the goal of carrying out the goals of the Master Plan.

At the completion of the Community Facilities Master Plan, funding was set aside to explore capital funding options.

In 2018-19, the Town Council allocated $30,000 from the General Fund reserve balance for use in a public information program to increase awareness about the Memorial Park Restoration Project.

TOWN OF SAN ANSELMO
COMMUNITY SERVICES MASTER PLAN FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	4,851	4,950	4,950	4,950
REVENUE				
Revenue & Transfers In	99	-	-	-
TOTAL REVENUE & TRANSFERS IN	99	-	-	-
TOTAL RESOURCES	4,950	4,950	4,950	4,950
EXPENDITURES				
TOTAL EXPENDITURES	-	4,000	-	4,000
Net Increase/(Decrease)	-	(4,000)	-	(4,000)
ENDING BALANCE	4,950	950	4,950	950
TOTAL BUDGET	4,950	4,950	4,950	4,950

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
COMMUNITY SERVICES MASTER PLAN FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Use of money and property	99	-	-	-
Transfers In	-	-	-	-
TOTAL REVENUE	99	-	-	-
EXPENDITURES				
Outside Services	-	4,000	-	4,000
TOTAL EXPENDITURES	-	4,000	-	4,000

SPECIAL REVENUE FUNDS

ROAD MAINTENANCE

With the adoption of the 2002-03 budget, the Town Council formally recognized its commitment to the ongoing need for road maintenance beyond the resources provided by the Measure G bond funds. To provide additional funds for road maintenance, the Town Council directed staff to budget $400,000 in this fund annually. A Road Impact Fee for construction to be charged on construction projects was approved and collection of that fee began in December 2002. The road impact fee was extended to garbage vehicles in December 2004. Revenue received from the Road Impact Fee and the Garbage Impact Fee is restricted to the Road Maintenance Fund.

In FY 2023-24, Road Impact fees for construction are estimated at $375,000 and for garbage trucks at $84,000. A General Fund contribution of $450,000 to the fund is included to reflect the Town's continued commitment to road maintenance. This fund also includes Senate Bill 1 (SB) gas tax at approximately $315,000.

A new 5-Year Capital Improvement Plan (CIP) was prepared by staff in 2024 based on the pavement management program report that outlines the pavement condition index (PCI) of Town streets. It was reviewed and recommended to the Town Council by the Infrastructure and Fiscal Monitoring Committee. The 5 Year CIP was approved by the Town Council in 2019.

The Plan calls for the following projects to be completed in 2024-25:

Project	**Cost $**
Salary/Benefits for Engineers (1.88 FTE)	$330,186
Street Paving Project	911,110
Stormwater Regulations	100,000
Traffic Signal Controller	20,000
Unprogrammed Paving	150,000
Total Expenditures	**$1,511,296**

The Capital Improvement Plan document is available for review on the Town's website at https://www.townofsananselmo.org/Archive.aspx?AMID=77.

LABOR COSTS

Title	**2022-23**	**2023-24**	**2024-25**
Assistant Director of Public Works	0.50	0.50	0.50
Assistant Civil Engineer	1.00	1.00	1.38
Total:	1.50	1.50	1.88

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
ROAD MAINTENANCE FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	175,184	258,419	258,419	421,786
REVENUE				
Revenue & Transfers In	1,424,006	1,443,058	1,206,228	1,259,893
TOTAL REVENUE AND TRANSFERS IN	1,424,006	1,443,058	1,206,228	1,259,893
TOTAL RESOURCES	1,599,190	1,701,477	1,464,647	1,681,679
EXPENDITURES				
TOTAL EXPENDITURES	1,340,771	1,336,392	1,042,861	1,511,296
Net Increase/(Decrease)	83,235	106,666	163,367	(251,403)
ENDING BALANCE	258,419	365,085	421,786	170,383
TOTAL BUDGET	1,599,190	1,701,477	1,464,647	1,681,679

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
ROAD MAINTENANCE FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Interest Income	3,921	1,000	1,804	20,000
Road Impact Fees: Construction	520,350	375,000	350,000	375,000
Road Impact Fees: Grbg Trucks	84,000	84,000	84,000	84,000
Reimbursement	83,623	223,475	15,000	-
TOTAL REVENUE	691,894	683,475	435,804	479,000
TRANSFERS IN				
from General Fund	450,000	450,000	450,000	450,000
from SB1	282,112	309,583	320,424	330,893
TRANSFERS IN	732,112	759,583	770,424	780,893
TOTAL REVENUE & TRSF IN	1,424,006	1,443,058	1,206,228	1,259,893
EXPENDITURES				
CMP Replacement	-	45,000	-	-
HAWK Pedestrian Signal	-	-	-	-
Hub Study	27,531	-	-	-
Misc Intersection Striping	-	10,000	-	-
Salaries and Benefits	157,798	227,091	233,264	330,186
Multimodal Design	-	50,000	-	-
SFD Rehab - Hub to Bolinas Ave	-	-	-	-
Street Paving	781,896	315,826	309,583	911,110
Street Paving Additional	-	206,464	192,954	-
Stormwater regulations	-	100,000		100,000
Other ADA	-	15,000	-	-
Slurry Seal	-	67,011	-	-
Traffic Signal Controller	-	50,000	-	20,000
Unprogrammed Drainage	11,000	50,000	57,060	-
Unprogrammed Resurfacing	362,546	200,000	250,000	150,000
TOTAL EXPENDITURES	1,340,771	1,336,392	1,042,861	1,511,296

STATE GASOLINE TAX FUND

California municipalities receive a portion of the state gasoline taxes, allocated on a per capita basis, to be used for street maintenance work. Interest earnings on any funds on deposit in the gas tax fund are required to accrue to that fund. Funds may be transferred from the gas tax fund to other funds during the year for street maintenance work.

Starting in 1997-98, the full amount of gas tax revenue received in the fiscal year is transferred to the General Fund on an ongoing basis, rather than just the projected revenue amount, as long as estimated Street Maintenance costs exceed the Town's gas tax revenue.

On April 28, 2017, the Governor signed Senate Bill 1 (SB1), an increase in vehicle registration fees along with per-gallon gas and diesel tax increases. Distribution of funds to San Anselmo will follow the apportionment formula used for the current gas tax. Funding will be available for basic road maintenance, rehabilitation, and critical safety projects on local streets and roads.

TOWN OF SAN ANSELMO
STATE GASOLINE TAX FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	-	-	-	-
REVENUE				
Revenue	611,720	662,023	673,190	700,312
TOTAL REVENUE	611,720	662,023	673,190	700,312
TOTAL RESOURCES	611,720	662,023	673,190	700,312
EXPENDITURES	611,720	662,023	673,190	700,312
TOTAL EXPENDITURES &TRANSFERS OUT	611,720	662,023	673,190	700,312
Net Increase/(Decrease)	-	-	-	-
ENDING BALANCE	-	-	-	-
TOTAL BUDGET	611,720	662,023	673,190	700,312

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
STATE GASOLINE TAX FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
State Gasoline Tax - Regular	329,608	352,440	363,281	369,419
State Gasoline Tax - SB1	282,112	309,583	309,909	330,893
TOTAL REVENUE	611,720	662,023	673,190	700,312
EXPENDITURES				
Transfers Out - General Fund	329,608	352,440	352,766	369,419
Transfers Out - Road Maintenance Fund	282,112	309,583	320,424	330,893
TOTAL EXPENDITURES	611,720	662,023	673,190	700,312

LIBRARY TAX FUND

The voters of San Anselmo approved a Special Library Services Tax of $49 per parcel effective July 1, 2010. The revenue from the tax was restricted to expenditures for expanding library hours, improving children's services at the Library, including hiring a special children's librarian, and enhancing general Library services.

A special Library Fund was created to record the revenue from the tax measure and the allowable expenditures. Any funds that are not expended at the end of a given year remain in the Fund and are available for budgeted expenditures in future years.

The voters of San Anselmo approved a renewal of the tax in June 2014 at $54 per parcel for nine years, with an annual increase of 3% per year. A special Library Tax Oversight Committee was established with the parcel tax renewal and monitors expenditures from this fund.

In November of 2022, voters renewed the existing library parcel tax (expiring in 2024) and extended it for another nine years, until 2033. It is anticipated that the Special Library Services Tax will create revenue of $309,111 for the Library next year.

The Special Library Services Tax requires that the tax funding augment, not displace, funding provided by the Town. To that end, the ordinance requires that the tax continues to be levied only if Town funding of the library remains above 90% of the amount budgeted for 2012-2013 ($449,765). The $449,765 figure was arrived at by taking the 2012-2013 Library budget ($545,685) and subtracting the budgeted donations from the Friends of the Library ($14,426), budgeted State library funding ($4,290) and budgeted library fines ($27,230). 90% of $499,739 is **$449,765**.

The amount budgeted in the General Fund for the Library in this proposed budget is $899,716, which is within the allowable parameters in the Special Library Tax Services measure.

2023-24 HIGHLIGHTS

- Launched the Seed Library in partnership with Marin Master Gardeners
- Rebranded and Expanded the Library of Things to include a Telescope, Boombox, DVD player and a Board Games collection
- Provided opportunities for Sustainable practice through three swaps: puzzles, clothing and art supplies
- Hosted popular children's programs including Fratello Marionettes, Graham Cracker House building and the San Francisco Opera Guild's Sing a Story
- Scheduled and supported Family Concerts for summer series, *Live on the Avenue*.

SPECIAL REVENUE FUNDS

LABOR COSTS

Title	2022-23	2023-24	2024-25
Children's Librarian	1.00	1.00	1.00
Library Assistant	1.00	1.00	1.00
Senior Library Assistant	0.20	0.20	0.20
Total	2.20	2.20	2.20

SERVICES AND SUPPLIES

- **MARINet:** Membership in Link Plus, a Statewide inter-library loan service ($7,750) and additional databases, such as Mango Language, and Overdrive e-books.
- **Internet—CENIC (Corporation for Education Network Initiatives in California):** High-speed Internet ($8,670).
- **Materials:** Print and digital books, magazines, newspapers, and film ($57,030).
- **Outside Services:** Program and special events expenditures ($250).
- **Department Supplies:** Postage, copy paper, miscellaneous supplies, cataloging, circulation, and materials repair supplies ($8,000).

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
LIBRARY TAX FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	69,627	28,917	28,917	19,480
REVENUE				
Revenue	298,802	309,111	331,500	325,995
TOTAL REVENUE	298,802	309,111	331,500	325,995
TOTAL RESOURCES	368,429	338,028	360,417	345,475
EXPENDITURES				
TOTAL EXPENDITURES	339,512	336,560	340,937	343,281
Net Increase/(Decrease)	(40,710)	(27,449)	(9,437)	(17,286)
ENDING BALANCE	28,917	1,468	19,480	2,194
TOTAL BUDGET	368,429	338,028	360,417	345,475

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
LIBRARY TAX FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Library Tax	297,843	309,111	316,500	325,995
Use of money and property	959	-	-	-
Transfer In	-	-	15,000	-
TOTAL REVENUE	298,802	309,111	331,500	325,995
EXPENDITURES				
LABOR COSTS				
Regular Salaries	125,158	130,304	129,448	138,387
Temporary Help	54,012	47,500	53,888	50,000
Retirement	13,233	11,694	11,620	12,577
Overtime	-	-	-	-
Other Benefits	55,434	47,177	51,369	49,842
Payroll Taxes	16,959	13,780	13,504	10,765
TOTAL LABOR COSTS	264,796	250,455	259,829	261,571
SERVICES AND SUPPLIES				
Outside Services - Programming	3,500	3,500	250	250
MARINet Database	6,065	7,534	7,750	7,760
Equipment Maintenance	-	-	1,500	-
Internet - CENIC	8,417	8,306	8,358	8,670
Department Supplies	2,850	10,000	10,000	8,000
Adult Books	12,859	14,420	15,000	15,000
Childrens' Books	11,910	11,845	10,000	11,500
Audio/Visual Books	62	1,000	1,000	1,030
DVDs	8,219	9,500	8,750	9,500
E Books	20,834	20,000	18,500	20,000
TOTAL SERVICES AND SUPPLIES	74,716	86,105	81,108	81,710
TOTAL EXPENDITURES	339,512	336,560	340,937	343,281

ROBSON HOUSE FUND

The Robson House is an elegant mansion that was donated to the Town in 1968, with the agreement that it be used for the benefit of the community's children. In 1978 a Robson-Harrington House Association was formed to restore, manage, and maintain the house as a civic, educational, recreational, and cultural center. In 2005 the Association was unable to find new board members willing to take on the considerable responsibilities of the house and the organization disbanded. Management of the house has reverted to the Town.

Revenue from the rental of the upstairs offices has been sufficient over the past years to cover the ongoing operation and routine maintenance of the house. However, since 2011-12, personnel, utility, and maintenance costs have risen to the point that rental revenue does not cover the regular costs. Rental increases were implemented in 2015-16, but even with a rental increase, rental revenue is not sufficient to cover the considerable deferred maintenance work and capital improvements that are needed to restore and maintain the house. The Town is budgeting $50,000 for adding an ADA bathroom, half of the cost will be funded through the Measure J Sales Tax fund.

The Town took over management of Robson House in 2006-07.

SERVICES AND SUPPLIES

- **Outside Services:** Pest control services**,** landscape services, fire safety equipment; special assistance for repairs ($2,110).
- **Building Maintenance:** Janitorial Service ($15,600), other repair services ($1,500), Robson ADA bathroom ($40,000, ½ of the cost will be funded through Measure D sales tax).
- **Utilities:** Electricity, water, telephone, and sewer ($7,000).
- **Department Supplies:** Material and supplies needed to maintain Robson house ($1,000).
- **Possessory Tax Payment:** Taxable possessory interest assessment ($2,400).

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
ROBSON HOUSE FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	9,291	(63,812)	(63,812)	(84,022)
REVENUE				
Revenue & Transfers In	27,914	26,220	27,900	26,220
TOTAL REVENUE AND TRANSFERS IN	27,914	26,220	27,900	26,220
TOTAL RESOURCES	37,205	(37,592)	(35,912)	(57,802)
EXPENDITURES				
TOTAL EXPENDITURES	101,017	42,510	48,110	42,510
Net Increase/(Decrease)	(73,103)	(16,290)	(20,210)	(16,290)
ENDING BALANCE	(63,812)	(80,102)	(84,022)	(100,312)
TOTAL BUDGET	37,205	(37,592)	(35,912)	(57,802)

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
ROBSON HOUSE FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

Description	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Dovetail	-	-	-	-
Moment Records	20,400	20,400	20,400	20,400
Social Rep, LLC	7,500	5,820	7,500	5,820
Use of money and property	14	-	-	-
Transfers In	-	-	-	-
TOTAL REVENUE	27,914	26,220	27,900	26,220
EXPENDITURES				
LABOR COSTS				
Regular Salaries	-	-	-	-
Overtime	-	-	-	-
Retirement	-	-	-	-
Other Benefits	-	-	-	-
Payroll Taxes	-	-	-	-
TOTAL LABOR COSTS	-	-	-	-
SERVICES AND SUPPLIES				
Outside Services	3,548	2,110	2,110	2,110
Building Maintenance	87,230	30,000	38,000	30,000
Utilities	8,651	7,000	6,500	7,000
Supplies	-	1,000	1,500	1,000
Possessory Tax Payment	1,588	2,400	-	2,400
TOTAL SERVICES AND SUPPLIES	101,017	42,510	48,110	42,510
TRANSFERS OUT	-	-	-	-
TOTAL EXPENDITURES	101,017	42,510	48,110	42,510

SPECIAL REVENUE FUNDS

SPECIAL EVENTS FUND

This fund was established in 2000-01 to track the revenues and expenses associated with the annual special events sponsored by the Town.

The fund was opened with a balance comprised of the proceeds from 1996 Country Fair Day, which was organized and managed by the Town for the first time in many years.

The fund was utilized in 2007 to fund events commemorating the Town's centennial anniversary. Over the years the events that the Town offers to our community have changed. The fund continues to be used to support Town events, such as the Live on the Avenue music series, the Goblins Parade, Teen and Children's Egg Hunts, Breakfast with Santa, the Holiday Tree Lighting and United Against Hate. Recreation staff fundraises for these events

$73,500 is committed for expenditures for the annual Town events.

TOWN OF SAN ANSELMO
SPECIAL EVENTS FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Actual
BEGINNING BALANCE	6,118	34,561	34,561	45,457
REVENUE				
Revenue	67,107	107,000	39,350	73,500
TOTAL REVENUE	67,107	107,000	39,350	73,500
TOTAL RESOURCES	73,225	141,561	73,911	118,957
EXPENDITURES				
TOTAL EXPENDITURES	38,664	107,050	28,454	92,075
Net Increase/(Decrease)	28,443	(50)	10,896	(18,575)
ENDING BALANCE	34,561	34,511	45,457	26,882
TOTAL BUDGET	73,225	141,561	73,911	118,957

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
SPECIAL EVENTS FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Breakfast With Santa	500	2,000	5,850	3,500
Country Fair Day Country Fair Day	-	-	-	-
Egg Hunt Egg Hunt	1,511	2,000	2,000	2,000
Goblins Parade	-	2,000	2,000	2,000
Picnics On The Plaza	-	-	-	-
United Against Hate	-	1,000	-	1,000
Live on the Avenue	15,000	70,000	-	65,000
Holiday Tree Lighting	-	500	-	-
Use of money and property	96	-	-	-
Transfer In	50,000	29,500	29,500	-
TOTAL REVENUE	67,107	107,000	39,350	73,500
EXPENDITURES				
Temporary Help	-	11,500	305	8,000
Overtime	-	-	-	-
Retirement	-	-		-
Payroll Taxes	-	895	23	-
Outside Services	-	-	-	-
Special Event Supplies	1,700	500	130	500
ASCAP Royalties - Events	451	400	418	400
BMI Royalties - Events	391	375	842	375
Breakfast With Santa	2,337	2,000	3,535	2,000
Parade/Country Fair	-	-	-	500
Egg Hunt	1,653	20,000	2,778	2,000
Goblins Parade	1,650	2,000	1,762	2,000
Picnics On The Plaza	-	-	-	-
United Against Hate	-	1,000	-	1,000
Live on the Avenue	30,482	68,380	18,500	75,000
Holiday Tree Lighting	-	-	161	300
TOTAL EXPENDITURES	38,664	107,050	28,454	92,075

SPECIAL REVENUE FUNDS

MEASURE A PARKS TAX FUND

Revenue and expenditures associated with San Anselmo's share of the Marin County one-quarter per cent (.25%) transactions and use tax, entitled Marin Parks, Open Space, and Farmland Preservation Transactions and Use Tax Ordinance are accounted for in this fund. Countywide, the tax is estimated to generate $10,000,000 per year for ten years. Fifteen per cent (15%) of the Measure A revenue is allocated to cities, towns, and special districts. San Anselmo's share is 6.65% of that revenue.

The Town Council annually determines the distribution of these funds. For 2014-15, and including the partial funding for 2013-14, $55,494 was contributed to the Sky Ranch open space acquisition and $66,794 to Memorial Park improvements.

In 2015-16 and going forward, the Town Council decided that on an ongoing basis, 70% of the annual funding will go to Memorial Park and 30% to open space acquisition.

On January 26, 2021, the Town Council approved the Memorial Park Playing Field Repair Project for an estimated amount of $675,000, which $47,000 will come from General Fund Reserve and approximately $439,000 from Measure A Parks Tax Fund to supplement $177,982 from State Proposition 68 Per Capita funding. The project was completed in fiscal year 2022-2023.

TOWN OF SAN ANSELMO
MEASURE A PARKS TAX FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	568,285	37,103	37,103	124,067
REVENUE				
Revenue	75,733	119,000	296,982	117,485
TOTAL REVENUE	75,733	119,000	296,982	117,485
TOTAL RESOURCES	644,018	156,103	334,085	241,552
EXPENDITURES				
TOTAL EXPENDITURES	606,915	-	210,018	242,277
Net Increase/(Decrease)	(531,182)	119,000	86,964	(124,792)
ENDING BALANCE	37,103	156,103	124,067	-
TOTAL BUDGET	644,018	156,103	334,085	242,277

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
MEASURE A PARKS TAX FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Measure A Parks Tax	71,126	117,000	117,000	117,485
Interest	4,607	2,000	2,000	-
Proposition 68 Park Grant	-	-	177,982	-
Donation/Transfers In	-	-	-	-
TOTAL REVENUE	75,733	119,000	296,982	117,485
EXPENDITURES				
SERVICES AND SUPPLIES				
Memorial Park Improvement	606,915	-	7,846	191,708
Open Space Misc Services	-	-	202,172	50,569
TOTAL EXPENDITURES	606,915	-	210,018	242,277

SPECIAL REVENUE FUNDS

ISABEL COOK CENTER (ICC)

The Isabel Cook Center (ICC), located at 1000 Sir Francis Drake Boulevard, is a former school property purchased by the Town with Community Development Block Grant funds. It is comprised of the Recreation Center and the Isabel Cook Community Center. The Center houses the Recreation Department offices, multi-purpose rooms, a gymnasium and a pre-school center. The classroom space is leased to a community non-profit organization of artists, called the San Anselmo Artist Studios.

Rents from the artist studios support the maintenance, operating expenses, repairs, and capital improvements in the complex.

The lower office space (3,800 square feet) is vacant, and the space is being utilized by the Recreation Department for community programs. Several of the upstairs classrooms were converted to artist's studios and are fully rented.

SERVICES AND SUPPLIES

- **Outside services:** Special assistance for repair of facility and equipment. Outside services during employee vacation/leave ($5,000)
- **Building Maintenance**: Janitorial service, heat/air HVAC; routine and emergency building maintenance projects ($55,000); Generator installation ($15,000).
- **Utilities:** Electricity, gas, telephone, and sewer ($22,000). Water is paid for through the Parks budget.
- **Supplies:** Miscellaneous office supplies and minor supply items for building operation.

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
ISABEL COOK CENTER FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	59,481	59,481	59,481	52,185
REVENUE				
Revenue	102,599	107,668	107,668	107,688
TOTAL REVENUE	102,599	107,668	86,804	107,688
TOTAL RESOURCES	162,080	167,149	146,285	159,873
EXPENDITURES				
TOTAL EXPENDITURES	122,132	97,500	94,100	222,500
Net Increase/(Decrease)	(19,533)	10,168	(7,296)	(114,812)
ENDING BALANCE	39,948	69,649	52,185	(62,627)
TOTAL BUDGET	162,080	167,149	146,285	159,873

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
ISABEL COOK CENTER FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
ICC Rental Income	102,599	107,668	107,668	107,688
TOTAL REVENUE	102,599	107,668	107,668	107,688
EXPENDITURES				
LABOR COSTS				
Regular Salaries	-	-	-	-
Overtime	-	-	-	-
Retirement	-	-	-	-
Other Benefits	-	-	-	-
Payroll Taxes	-	-	-	-
TOTAL LABOR COSTS	-	-	-	-
SERVICES AND SUPPLIES				
Outside Services	11,281	5,000	550	130,000
Building Maintenance	80,578	70,000	70,000	70,000
Utilities	29,034	22,000	23,000	22,000
Office/Department Supplies	1,239	500	550.00	500
TOTAL SERVICES AND SUPPLIES	122,132	97,500	94,100	222,500
TOTAL EXPENDITURES	122,132	97,500	94,100	222,500

MEASURE C WILDFIRE TAX FUND

In 2019, 17 Marin County agencies with fire prevention responsibilities formed the Marin Wildfire Prevention Authority ("MVPA") through a Joint Exercise of Powers Agreement. MWPA's mission is to organize and sustain local wildfire prevention including early detection, warning, and alerts; reducing vegetation; ensuring defensible space around homes, neighborhoods, and critical infrastructure; and improving disaster evacuation routes/procedures; Marin Wildfire Prevention Measure, levying up to $10 cents per building square foot tax ($75 per multifamily unit) for ten years, providing $19,300,000 annually, with annual inflation adjustments, independent citizen oversight/audits, and low-income senior exemptions.

Defensible space and fire-resistant structure evaluations, and mitigation of fire threats thereof, will be funded by 20% of the tax measure proceeds and will be done on a shared service basis or by a responsible Member.

Local-specific wildfire prevention efforts will be funded by 20% of the tax measure proceeds and allocated to each member in proportion to revenue raised in each member's respective tax rate areas. Members must certify that the tax measure proceeds are used consistently with the purpose of the Authority and that the tax measure expenses result in a higher level of service than would otherwise be provided by the member. The approximate allocation to the Town is $367,000 in FY2024-25.

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
MEASURE C WILDFIRE TAX FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	185,973	119,367	119,367	178,367
REVENUE				
Revenue	379,814	367,000	374,000	380,000
TOTAL REVENUE	379,814	367,000	374,000	380,000
TOTAL RESOURCES	565,787	486,367	493,367	558,367
EXPENDITURES				
TOTAL EXPENDITURES	446,420	367,000	315,000	380,000
Net Increase/(Decrease)	(66,606)	-	59,000	-
ENDING BALANCE	119,367	119,367	178,367	178,367
TOTAL BUDGET	565,787	486,367	493,367	558,367

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
MEASURE C WILDFIRE TAX FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Measure C Wildfire Tax	377,454	367,000	374,000	380,000
Use of money and property	2,360	-	-	-
TOTAL REVENUE	379,814	367,000	374,000	380,000
EXPENDITURES				
SERVICES AND SUPPLIES				
Outside Services - Fire Prevention	446,420	367,000	315,000	380,000
TRANSFERS OUT	-	-	-	-
TOTAL EXPENDITURES & TRANSFERS OUT	446,420	367,000	315,000	380,000

SPECIAL REVENUE FUNDS

Climate Action Fund

On June 11, 2019, the Town Council adopted Resolution 4286: A Resolution of the Town Council of the Town of San Anselmo Adopting San Anselmo Climate Action Plan 2030. The Climate Action Plan 2030 (CAP) is a master plan to guide the development and implementation of local, measurable actions and initiatives to reduce local greenhouse gas emissions 54% by 2030 (from a 2005 baseline, or 45% below 1995 levels), with the goal of community-scale carbon neutrality by no later than 2045.

On February 11, 2020, the Town Council adopted Resolution No. 4325: A Resolution of the Town Council of the Town of San Anselmo Declaring a Climate and Ecological Emergency in San Anselmo. In declaring a Climate and Ecological Emergency, the Town Council directed the Town Manager to (i) work with staff to include consideration and prioritization of consistency with the Climate Action Plan 2030, as amended or updated, in staff reports to Council and (ii) to earmark specific funds for greenhouse gas and climate change mitigation annually, beginning in the Fiscal Year 2020-2021. Subsequently, the 2020-2021 budget, adopted on June 23, 2020, included the addition of Appendix B, which tracked the Town's anticipated spending on Climate Action Plan Implementation Programs.

With the adoption of the FY 2021-2022 budget, the Town Council formally recognized the ongoing need to devote resources towards implementing its Climate Action Plan. The creation of the Climate Fund is intended to help the Town build its capacity to identify and undertake climate action at the municipal level and to provide maximum transparency to the public on the Town's progress.

In 2021-2022, funds are budgeted in the amount of $50,000 to hire a part-time Climate Action Coordinator (as described in the San Anselmo 2021-2023 Work Plan Priorities, Administrative & Finance Priority #10, adopted on April 27th, 2021) and for other expenses related to identifying and implementing policies, programs, and grants consistent with the Town's stated climate action goals.

The proposed FY 2024-2025 budget for the Climate Action Fund is $155,000. The $150,000 of outside services budgeted is to cover half of the salary for the part-time Climate Action Coordinator and hire consultants on an as-needed basis to support the implementation of climate action programs, policies, and projects including assistance with the implementation of SolarAPP+ and SB 1383. Additional expenditures may include pilot projects (e.g., streetlight-connected EV chargers, micromobility charging network), rebate programs (e.g., electric landscape equipment, heat pumps, E-bikes), Zero Waste activities, an EV & E-bike show, and outreach/educational materials.

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
CLIMATE ACTION FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	58,382	85,795	85,795	65,697
REVENUE				
Revenue	142,724	232,247	129,902	106,000
TOTAL REVENUE AND TRANSFER IN	142,724	232,247	129,902	106,000
TOTAL RESOURCES	201,106	318,042	215,697	171,697
EXPENDITURES				
TOTAL EXPENDITURES	115,311	292,497	150,000	155,000
Net Increase/(Decrease)	27,413	(60,250)	(20,098)	(49,000)
ENDING BALANCE	85,795	25,545	65,697	16,697
TOTAL BUDGET	201,106	318,042	215,697	171,697

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
CLIMATE ACTION FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Intergovernmental Revenue	35,468	127,247	24,902	1,000
Use of money and property	2,256	-	-	-
Transfers In	105,000	105,000	105,000	105,000
TOTAL REVENUE	142,724	232,247	129,902	106,000
EXPENDITURES				
SERVICES AND SUPPLIES				
Outside Services	115,311	287,497	145,000	150,000
Equipment Grant	-	5,000	5,000	5,000
TOTAL EXPENDITURES	115,311	292,497	150,000	155,000

CREEKSIDE COMMON FUND

At the Town Council meeting on September 25, 2018, Town Council discussed an idea related to planning for the renovation of Creek Park following the potential removal of the building at 630-636 San Anselmo Avenue, otherwise known as “Building Bridge 2”. This building is being considered for removal as part of the Marin County Flood Control and Water Conservation District’s San Anselmo Flood Risk Reduction Program (SAFRR).

An idea was brought forward for a local design competition using the post-building removal, expanded space at Creek Park as a canvas for collecting visionary design proposals with the potential to enliven the park and adjoining commercial district.

The goal of this competition would be to foster creativity and challenge participants to think outside the box; to propose exciting ideas that have never been considered possible for the space; to reimagine the existing urban/park landscape; and to aid in bringing Creek Park into the 21st Century.

On June 25, 2019, the Town Council directed the Town Manager to convene a Community Advisory Group (CAG) to help oversee the public process portion of the design development and conduct fundraising for the project.

Since then, the Town has received a total donation amount of $351,500 toward identifying opportunities to improve public areas associated with the flood control project, with the funding used for preliminary geotechnical studies, preliminary structural bridge, and abutment design, and RHAA renderings to visualize potential improvements.

More funding will be needed for the construction of the project.

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
CREEKSIDE COMMONS FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	107,776	34,932	34,932	(68,075)
REVENUE				
REVENUE	1,966	-	208,388	-
TOTAL REVENUE	1,966	-	208,388	-
TOTAL RESOURCES	109,742	34,932	243,320	(68,075)
EXPENDITURES				
TOTAL EXPENDITURES	74,810	89,319	311,395	-
Net Increase/(Decrease)	(72,844)	(89,319)	(103,007)	-
ENDING BALANCE	34,932	(54,387)	(68,075)	(68,075)
TOTAL BUDGET	109,742	34,932	243,320	(68,075)

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
CREEKSIDE COMMONS FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Donations	-	-	208,388	-
Use of money and property	1,966	-	-	-
Misc Revenue	-	-	-	-
TOTAL REVENUE	1,966	-	208,388	-
EXPENDITURES				
SERVICES AND SUPPLIES				
Outside Services	74,810	89,319	311,395	-
Misc Services	-	-	-	-
Transfer Out	-	-	-	-
TOTAL EXPENDITURES	74,810	89,319	311,395	-

SPECIAL REVENUE FUNDS

PARKING FUND

The Parking Fund was initiated in 2021-2022 to account for parking meters and other fees collected as part of Ordinance 1039.

As described per the Ordinance, “all receipts accruing to the Town from the operation of parking meters shall be expended for the acquisition, operation, maintenance, repair, and replacement of parking meters, parking meter collection and enforcement and expenses thereto. Furthermore, excess revenue not expended for the foregoing purposes shall be deposited in the Town’s General Fund or expended for any lawful purpose.

TOWN OF SAN ANSELMO
PARKING FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	89,114	89,114	89,114	89,114
REVENUE				
Revenue & Transfers In	33,783	35,000	35,000	35,000
TOTAL REVENUE AND TRANSFERS IN	33,783	35,000	35,000	35,000
TOTAL RESOURCES	122,897	124,114	124,114	124,114
EXPENDITURES				
TOTAL EXPENDITURES	32,839.00	25,000	35,000	85,000
Net Increase/(Decrease)	944	10,000	-	-
ENDING BALANCE	90,058	99,114	89,114	39,114
TOTAL BUDGET	122,897	124,114	124,114	124,114

SPECIAL REVENUE FUNDS

TOWN OF SAN ANSELMO
PARKING FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actual	Budget
REVENUE				
Licenses and permits	31,840	35,000	35,000	35,000
Use of money and property	1,943	-	-	-
Transfers In	-	-	-	-
TOTAL REVENUE AND TRANSFERS IN	33,783	35,000	35,000	35,000
EXPENDITURES				
Outside Services - Other	32,839	25,000	35,000	85,000
TOTAL EXPENDITURES	32,839	25,000	35,000	85,000

CAPITAL PROJECTS FUND



Capital Projects Fund 114
Capital Reconstruction Fund 115
Equipment Replacement Fund 118
Park Improvement Fund 121

CAPITAL RECONSTRUCTION FUND

The Capital Reconstruction Fund accounts for the revenues and expenses of capital projects. It is funded primarily by the General Fund. Prior to the funding crisis beginning in 2003, Town policy had been to make a transfer from current year General Fund revenues, which is generally 70% of the amount of the prior year's General Fund carryover (excess of revenues carried over from the prior year, less any transfer needed to replenish the Emergency Projects Fund). Because of the funding shortfalls in the past several years, Council has opted to allocate funds where they are most needed.

Projects are funded on a prioritized basis, based on health, safety, liability, cost-benefit, cost avoidance, and ability to deliver services, and categorized according to prior commitments (whether by written agreement with an outside entity, or by policy direction), liability/safety, and other. The project expenditures are typically categorized as follows:

- **Commitments due to grants and loans:** These are projects for which the Town has entered into written agreements for repayment of funds, or for which the Town would be responsible for returning funds to the grantee; in some cases, these funds have already been spent.

- **Recommended due to liability and/or safety concerns:** The projects in this category have been identified as having safety and/or liability risks for the Town if they are not accomplished.

- **Recommended based on prior commitments and/or direction**: These are projects for which Council has previously appropriated funds, established by policy as a priority, or given direction to staff to accomplish.

- **Other:** These projects or other funding recommendations do not fit into another category. The unprogrammed projects appropriation is used to fund unanticipated and emergency needs and cost overruns in budgeted projects.

CAPITAL PROJECTS FUND

TOWN OF SAN ANSELMO
CAPITAL RECONSTRUCTION FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	59,002	10,928	10,928	228
REVENUE				
Revenue & Transfers In	3,381	-	-	-
TOTAL REVENUE AND TRANSFERS IN	3,381	-	-	-
TOTAL RESOURCES	62,383	10,928	10,928	228
EXPENDITURES				
TOTAL EXPENDITURES	51,455	-	10,700	-
Net Increase/(Decrease)	(48,074)	-	(10,700)	-
ENDING BALANCE	10,928	10,928	228	228
TOTAL BUDGET	62,383	10,928	10,928	228

CAPITAL PROJECTS FUND

TOWN OF SAN ANSELMO
CAPITAL RECONSTRUCTION FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Snack Shack Revenue	-	-	-	-
Miscellaneous Revenue	2,524	-	-	-
Use of money and property	857	-	-	-
Transfers In	-	-	-	-
TOTAL REVENUE AND TRANSFERS IN	3,381	-	-	-
EXPENDITURES				
Snack Shack Improvement	-	-	-	-
Fire Station Building Repair	-	-	-	-
CAPITAL OUTLAY - CONSTRUCTION	51,455	-	10,700	-
Construction - Trails	-	-	-	-
TOTAL EXPENDITURES	51,455	-	10,700	-

CAPITAL PROJECTS FUND

EQUIPMENT REPLACEMENT FUND

The Equipment Replacement Fund accounts for revenues that are restricted or otherwise designated for the purchase of Town equipment.

In the past, the Town did not have an adopted equipment replacement schedule and funding program but instead scheduled equipment acquisition and replacement as funds are available. The Town has allocated about $200,000 each year for the last ten years from the General Fund to the Equipment Fund to fund the following costs:

- Town-wide computer hardware/software replacement or acquisition.
- The debt service payment for the Marin Emergency Radio Authority (MERA) Bonds
- Vehicle lease payment for three electronic vehicles.
- Fund Town's Climate Action Plan activities.

During 2020-21, the Town updated its inventory listings for Vehicle and Technology programs. The Town decided to create two separate Internal Services Funds: Technologies Replacement and Vehicle Replacement funds to maintain the Town's future Technology and Vehicle replacement activities.

CAPITAL PROJECTS FUND

TOWN OF SAN ANSELMO
EQUIPMENT REPLACEMENT FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	117,460	13,561	13,561	18,061
REVENUE				
Revenue & Transfers In	2,554	-	4,500	-
TOTAL REVENUE AND TRANSFERS IN	2,554	-	4,500	-
TOTAL RESOURCES	120,014	13,561	18,061	18,061
EXPENDITURES				
TOTAL EXPENDITURES	106,453	75,000	-	18,061
Net Increase/(Decrease)	(103,899)	(75,000)	4,500	(18,061)
ENDING BALANCE	13,561	(61,439)	18,061	-
TOTAL BUDGET	120,014	13,561	18,061	18,061

CAPITAL PROJECTS FUND

TOWN OF SAN ANSELMO
EQUIPMENT REPLACEMENT FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

Description	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Miscellaneous Revenue	701	-	4,500	-
Use of money and property	1,853	-	-	-
Transfers In	-	-	-	-
TOTAL REVENUE AND TRANSFERS IN	2,554	-	4,500	-
EXPENDITURES				
Computer Hardware/Software	-	-	-	-
MERA Debt Service Payment	-	-	-	-
Public Works Capital Outlay	-	-	-	-
Parking Meters	-	-	-	-
Climate Action Plan Initiatives	-	-	-	-
Public Works Vehicle Replacement	106,453	75,000	-	18,061
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	106,453	75,000	-	18,061

CAPITAL PROJECTS FUND

PARK IMPROVEMENT FUND

The Park Improvement Fund is used to account for designated for the development, enhancement, and maintenance of public parks and recreational facilities. The Park Capital Improvement Fund is used to develop new parks, playgrounds, trails, and other recreational facilities. Existing parks and facilities are improved or upgraded through the installation of new equipment, landscaping, lighting, and accessibility features. Major maintenance projects, such as repairing infrastructure like walking paths, restrooms, and picnic areas, are financed through this fund.

The Park Capital Improvement Fund plays a crucial role in the sustainable development and maintenance of community parks and recreational facilities. Through strategic planning and investment, it helps create vibrant, accessible, and enjoyable public spaces that enhance the overall quality of life for community members.

TOWN OF SAN ANSELMO
PARK CAPITAL IMPROVEMENT FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	-	-	-	400,000
REVENUE				
Measure J Sales Tax	-	-	400,000	-
Use of money and property	-			
TOTAL REVENUE	-	-	400,000	-
TOTAL RESOURCES	-	-	400,000	400,000
EXPENDITURES				
TOTAL EXPENDITURES	-	-	-	230,000
Net Increase/(Decrease)	-	-	400,000	(230,000)
ENDING BALANCE	-	-	400,000	170,000
TOTAL BUDGET	-	-	400,000	400,000

CAPITAL PROJECTS FUND

TOWN OF SAN ANSELMO
PARK CAPITAL IMPROVEMENT FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Use of money and property	-	-	-	-
Transfer In	-	-	400,000	50,000
TOTAL REVENUE	-	-	400,000	50,000
EXPENDITURES				
Creek Park	-	-	-	-
Hilldale Pocket Park	-	-	-	30,000
Lansdale Park	-	-	-	-
Red Hill Dog Park	-	-	-	-
Robson-Harrington Park	-	-	-	200,000
Sorich Park	-	-	-	-
TOTAL EXPENDITURES	-	-	-	230,000

DEBT SERVICE FUNDS



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Municipal Lease Debt Service Fund..... 129

DEBT SERVICE FUNDS

MEASURE G DEBT SERVICE

In June 1995, the San Anselmo voters approved a $10.8 million general obligation bond measure, known as Measure G, to finance improvements to the Town's streets, storm drains, and Library building. This fund is dedicated to the collection of property tax assessments for the repayment of principal and interest on the bonds. As required by law, it was segregated from the Measure G Bond Proceeds Fund which was dedicated to the receipt and expenditure of the $10.8 million bond funds. A separate fund was established for each issue. The Measure G bond proceeds are fully expended.

Series 1995
The first bond issue of $2.125 million was sold in August 1995. The first debt service payment was made in February 1996, and the second in August 1996. This debt service schedule is repeated for the remainder of the series of payments. The debt service is being paid by a tax levied on the tax roll, beginning in the 1995-96 fiscal year. The tax rate levied per $100 of assessed valuation is as follows:

1995-96: 1.4 cents
1996-97: 1.2 cents
1997-98: 1.1 cents
1998-99: 1.2 cents
1999-00: 1.3 cents
2000-01: 1.1 cents
2001-02: 1.1 cents
2002-03: 1.1 cents
2003-04: 0.6 cents
2004-05: 0.9 cents
2005-06: 0.8 cents
2006-07: 0.8 cents
2007-08: 0.6 cents
2008-09: 0.7 cents
2009-10: 0.6 cents
2010-11: 0.8 cents
2011-12: (Refunded in conjunction with 1997 and 2000 issues)

Any tax proceeds remaining in excess of debt service payments and interest revenue on funds in the debt service fund are designated as a reserve for future year payments.

Series 1997
A $3.55 million general obligation bond issue was sold in July 1997. The tax rate levied per $100 of assessed valuation is as follows:

1997-98: 1.7 cents
1998-99: 1.9 cents
1999-00: 2.0 cents
2000-01: 1.8 cents

2001-02: 1.8 cents
2002-03: 1.8 cents
2003-04: 0.7 cents
2004-05: 1.4 cents
2005-06: 1.2 cents
2006-07: 1.2 cents
2007-08: 1.1 cents
2008-09: 1.0 cents
2009-10: 1.0 cents
2010-11: 1.2 cents
2011-12: (Refunded in conjunction with 1995 and 2000 issues)

Series 2000
A third bond issue of $2.56 million was sold in August 2000. The tax rate levied per $100 of assessed valuation is as follows:

2001-02: 1.2 cents
2002-03: 1.2 cents
2003-04: 0.8 cents
2004-05: 1.0 cents
2005-06: 0.9 cents
2006-07: 0.8 cents
2007-08: 0.8 cents
2008-09: 0.7 cents
2009-10: 0.7 cents
2010-11: 0.8 cents
2011-12: (Refunded in conjunction with 1995 and 1997 issues)

Series 2003
The final bond issue of $2.565 million was in March 2003. The tax rate levied per $100 of assessed valuation is as follows:

2003-04: 1.1 cents
2004-05: 0.8 cents
2005-06: 0.7 cents
2006-07: 0.8 cents
2007-08: 0.6 cents
2008-09: 0.6 cents
2009-10: 0.6 cents
2010-11: 0.7 cents
2011-12: 0.7 cents
2012-13: 0.7 cents
2013-14: 0.7 cents
2014-15: 0.6 cents

DEBT SERVICE FUNDS

2015-16: 0.6 cents
2016-17: 0.6 cents
2017-18: 0.5 cents
2018-19: 0.6 cents
2019-20: 0.5 cents
2020-21: 0.5 cents
2021-22: (Refunded by 2020 Series)

Series 2011 (Refunded Series 1995, 1997 and 2000)

2011-12: 2.4 cents
2012-13: 2.3 cents
2013-14: 2.3 cents
2014-15: 2.2 cents
2015-16: 2.2 cents
2016-17: 1.9 cents
2017-18: 1.9 cents
2018-19: 1.8 cents
2019-20: 1.8 cents
2020-21: 1.2 cents
2021-22: 1.1 cents
2022-23: 0.5 cents
2023-24: 0.3 cents
2024-25: 0.3 cents

Series 2020 (Refunded Series 2003)

2021-22: 0.4 cents
2022-23: 0.4 cents
2023-24: 0.4 cents
2024-25: 0.3 cents

The total estimated Measure G Debt Service in 2024-25 is estimated at 0.6 cents per $100 of assessed valuation.

Fund Balance
The revenue in this fund is collected as part of the property tax bill. The Town receives this revenue in December and April. The Debt Service payments are due in August and February.

Due to the timing difference, it is necessary to maintain a fund balance sufficient to make the August payment of the succeeding fiscal year.

DEBT SERVICE FUNDS

TOWN OF SAN ANSELMO
MEASURE G DEBT SERVICE FUNDS
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	797,614	547,795	547,795	480,015
REVENUE				
Revenue	440,037	305,990	322,501	304,040
TOTAL REVENUE	440,037	305,990	322,501	304,040
TOTAL RESOURCES	1,237,651	853,785	870,296	784,055
EXPENDITURES				
TOTAL EXPENDITURES	689,856	390,956	390,281	397,113
Net Increase/(Decrease)	(249,819)	(84,966)	(67,780)	(93,073)
ENDING BALANCE	547,795	462,829	480,015	386,942
TOTAL BUDGET	1,237,651	853,785	870,296	784,055

DEBT SERVICE FUNDS

TOWN OF SAN ANSELMO
MEASURE G DEBT SERVICE FUNDS
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Measure G	430,345	303,990	320,501	302,040
Interest	9,692	2,000	2,000	2,000
Bond Proceed	-	-	-	-
TOTAL REVENUE	440,037	305,990	322,501	304,040
EXPENDITURES				
Debt Service: Principal	610,000	330,000	330,000	350,000
Debt Service: Interest	78,256	59,456	59,456	45,613
Bond Administrative Fees	1,600	1,500	825	1,500
Refunding Escrow Deposit	-	-	-	-
Cost of Issuance	-	-	-	-
TOTAL EXPENDITURES	689,856	390,956	390,281	397,113

MUNICIPAL LEASE
DEBT SERVICE FUND

On February 1, 2008, the Town entered into an agreement with Municipal Asset Management, Inc. (Corporation), to finance the restoration, remodeling, and expansion of the downtown Fire Station, Station 19.

The financing was accomplished by the Corporation entering into a lease with the Town and the corporation leasing back the property under a Lease/Purchase Agreement, under which the Town is obligated to make rental payments to the Corporation.

The term of the lease was fifteen (15) years and the amount financed was $1,701,094. The annual debt service payment was $158,517. These payments were funded with general operating funds. The final payment on the lease was made on February 8, 2023.

TOWN OF SAN ANSELMO
MUNICIPAL LEASE FUND
FISCAL YEAR 2024-2025

Description	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	-	-	-	-
REVENUE				
Transfers In	158,517	-	-	-
TOTAL REVENUE & TRANSFERS IN	158,517	-	-	-
TOTAL RESOURCES	158,517	-	-	-
EXPENDITURES				
TOTAL EXPENDITURES & TRANSFERS OUT	158,517	-	-	-
Net Increase/(Decrease)	-	-	-	-
ENDING BALANCE	-	-	-	-
TOTAL BUDGET	158,517	-	-	-

DEBT SERVICE FUNDS

TOWN OF SAN ANSELMO
MUNICIPAL LEASE FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE AND TRANSFERS IN				
Transfers In	158,517	-	-	-
TOTAL REVENUE	158,517	-	-	-
EXPENDITURES				
Lease Payment: Principal	153,172	-	-	-
Lease Payment: Interest	5,345	-	-	-
TOTAL EXPENDITURES	158,517	-	-	-

INTERNAL SERVICE FUNDS



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INTERNAL SERVICE FUNDS

INSURANCE FUND

The Insurance Fund receives and expends funds related to the Town's liability and workers' compensation self-insurance coverage.

LIABILITY INSURANCE

On July 1, 1996, the Town became a member of the Bay Cities Joint Powers Insurance Authority (Bay Cities), a self-insurance pool that provides liability insurance coverage to twenty agencies in the Bay Area. Each member agency selects a self-insured retention limit. With the transition to Central Marin Police Authority for police services, the Town's self-insured retention has been reduced to $10,000 (from the previous amount of $100,000), below which the agency pays the claim costs. The insurance authority is responsible for costs above the limit, although it purchases excess insurance coverage for costs above $1 million, up to $20 million. A premium for coverage is charged based on the self-insured limit selected, the member agency's claim history and exposure, and the financial standing of the pool. Beginning in 1999-00, Bay Cities coverage includes personnel-related liabilities.

WORKERS COMPENSATION

Until June 30, 2003, the Town was a member of the Marin County Risk Management Authority (MCRMA), a self-insurance pool for workers' compensation coverage. Called an "account pool," this self-insurance program maintained separate accounts for each pool member. Losses and expenses were paid from the member's pool account, up to the self-insured retention limit.

Effective July 1, 2003, the MCRMA group transferred to the Bay Cities Joint Powers Insurance Authority (Bay Cities), as the MCRMA Program Administrator retired. The Town's self-insured retention in the Bay Cities Workers Compensation pool is $150,000. Costs more than this limit are paid by the Authority, although it purchases excess insurance coverage from a commercial insurance agency.

Annually, Bay Cities evaluates the financial risk position of each member and establishes an annual assessment based on outstanding claims and claim history.

2023-24 Highlights

A transfer of $750,000 has been made to the Insurance Fund from the General Fund to ensure an adequate claims reserve, as required by Bay Cities. The reserve for claims is now $101,291, within the limits set by Bay Cities.

INTERNAL SERVICE FUNDS

TOWN OF SAN ANSELMO
INSURANCE FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	405,168	494,305	494,305	587,467
REVENUE				
Revenue	714,375	750,000	864,060	750,000
TOTAL REVENUE AND TRANSFERS IN	714,375	750,000	864,060	750,000
TOTAL RESOURCES	1,119,543	1,244,305	1,358,365	1,337,467
EXPENDITURES				
TOTAL EXPENDITURES	625,238	845,206	770,898	790,010
Net Increase/(Decrease)	89,137	(95,206)	93,162	(40,010)
ENDING BALANCE	494,305	399,099	587,467	547,457
TOTAL BUDGET	1,119,543	1,244,305	1,358,365	1,337,467

INTERNAL SERVICE FUNDS

TOWN OF SAN ANSELMO
INSURANCE FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Interest Revenue	14,373	-	-	-
Internal Service Charges	600,002	750,000	750,000	750,000
Reimbursement	-	-	39,060	-
Transfers In	100,000	-	75,000	-
TOTAL REVENUE	714,375	750,000	864,060	750,000
EXPENDITURES				
Employee Assist.Program Premiums	895	1,600	1,475	1,600
Cyber Insurance Program	-	19,730	9,842	19,109
Flood Insur.Premiums	37,088.00	21,329	24,043	27,148
Liability Insur. Premiums	380,469	452,927	445,398	456,598
Liability Insur. Claims	2,436	30,000	85,000	30,000
Workers Comp.Insur.Premiums	156,504	187,370	191,689	190,555
Workers Comp. Insur. Claims	47,846	112,250	12,000	50,000
State Unempolyment Insurance	-	20,000	1,451	15,000
TOTAL EXPENDITURES	625,238	845,206	770,898	790,010

Building Maintenance Fund

The Building Maintenance Fund is to account for the costs of operation of the Town's maintenance and repair of the Town's building and accumulate funding for major improvements down the road.

Staff will continue to evaluate the fund and other operating activities that relate to building maintenance, such as custodial services, routine preventative maintenance, and repairs for municipal buildings and facilities, as well as restrooms and structures at Town parks. The goal is to develop a program that provides routine custodial services, preventative maintenance, and capital improvement at the Town facilities to ensure a clean, safe, well-maintained, and accessible environment for use by the community and Town employees.

TOWN OF SAN ANSELMO
BUILDING MAINTENANCE FUND
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	116,035	281,652	281,652	1,166,298
REVENUE				
Revenue	367,635	364,050	419,646	374,837
Transfers In	100,000	-	800,000	-
TOTAL REVENUE AND TRANSFERS IN	467,635	364,050	1,219,646	374,837
TOTAL RESOURCES	583,670	645,702	1,501,298	1,541,135
EXPENDITURES				
TOTAL EXPENDITURES	302,018	350,000	335,000	1,150,000
Net Increase/(Decrease)	165,617	14,050	884,646	(775,163)
ENDING BALANCE	281,652	295,702	1,166,298	391,135
TOTAL BUDGET	583,670	645,702	1,501,298	1,541,135

INTERNAL SERVICE FUNDS

TOWN OF SAN ANSELMO
BUILDING MAINTENANCE FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

Description	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Internal Service Charge	344,784	364,050	364,050	374,837
Misc Revenue	19,130	-	55,596	-
Use of money and property	3,721	-	-	-
Transfers In	100,000	-	800,000	-
TOTAL REVENUE	467,635	364,050	1,219,646	374,837
EXPENDITURES				
Public Works Capital Outlay	302,018	350,000	335,000	1,150,000
TOTAL EXPENDITURES	302,018	350,000	335,000	1,150,000

Technologies Replacement Fund

The Technologies Replacement Fund accounts for the costs of operating and maintaining the Town's network system, which includes computer hardware, telecommunication systems, connectivity to the internet, and software systems.

Costs are billed to the consuming departments at a rate that includes operation and maintenance, and an amount necessary to provide for replacement of computers or other technology needs. Activities of the fund also cover cybersecurity, technology disaster recovery, and various data retention needs. Staff will continue to evaluate the fund and other operating activities related to technology and move such activities and funding to the Technologies Replacement Fund in the future.

TOWN OF SAN ANSELMO
TECHNOLOGY REPLACEMENT FUND
FISCAL YEAR 2024-2025

Description	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	108,923.00	(6,530)	(6,530)	56,125
REVENUE				
Revenue	-	294,325	380,155	252,975
TOTAL REVENUE AND TRSF IN	313,677	294,325	380,155	252,975
TOTAL RESOURCES	422,600	287,795	373,625	309,100
EXPENDITURES				
TOTAL EXPENDITURES	429,130	300,000	317,500	275,000
Net Increase/(Decrease)	-	(5,675)	62,655	(22,025)
ENDING BALANCE	(6,530)	(12,205)	56,125	34,100
TOTAL BUDGET	422,600	287,795	373,625	309,100

INTERNAL SERVICE FUNDS

TOWN OF SAN ANSELMO
TECHNOLOGY REPLACEMENT FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

Description	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Internal Service Charge	182,970	219,325	219,325	252,975
Misc Revenue	4,585	-	9,708	-
Use of money and property	1,122	-	1,122	-
Transfers In - Equipment Fund	-	-	-	-
Transfers In - GF	125,000	75,000	150,000	-
TOTAL REVENUE	313,677	294,325	380,155	252,975
EXPENDITURES				
Computer Hardware/Software	429,130	300,000	317,500	275,000
TOTAL EXPENDITURES	429,130	300,000	317,500	275,000

Vehicle Replacement Fund

The Vehicle Replacement Fund accounts for the costs of operating and maintaining the Town's vehicle program.

During the fiscal year 2020-21, the Town updated its vehicle inventory list and developed a replacement strategy. Historically, vehicle replacement, repair, or lease expenses have been budgeted in the Equipment Fund or run through the Public Works Department operating cost. The Town proposes charging user departments $60,000 from the General fund for the FY2024-25 budget year. Any unused funding will stay within the fund and build up the reserve for future needs.

The Town Council adopted Resolution No. 2024-4527 at its meeting on February 13, 2024, establishing a Fleet Zero-Emissions Vehicle Policy. The purpose of the policy is to document the process and department responsibilities for purchasing and managing the Town's vehicle fleet in a manner that minimizes GHG emissions and considers life-cycle costs when purchasing fleet vehicles. The policy helps implement several measures from the Town's Climate Action Plan, ensures compliance with the Advanced Clean Fleets regulation, saves the Town money through reduced fuel and maintenance costs by purchasing ZEVs, and would serve as a model for the community by transitioning to ZEVs in a timely and cost-effective manner. Furthermore, the policy is focused on reducing vehicle size/weight and optimizing the fleet size to reduce overall fleet management costs and reduce environmental impacts associated with the manufacturing and distribution of new vehicles.

Staff will continue to look for opportunities to use alternative fuel vehicles or other opportunities to reduce air pollution.

INTERNAL SERVICE FUNDS

TOWN OF SAN ANSELMO
VEHICLE REPLACEMENT FUND
FISCAL YEAR 2024-2025

Description	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
BEGINNING BALANCE	145,000	231,341	231,341	293,377
REVENUE				
Revenue	104,372	100,000	100,000	60,000
TOTAL REVENUE AND TRANSFERS IN	104,372	100,000	100,000	60,000
TOTAL RESOURCES	249,372.00	331,341	331,341	353,377
EXPENDITURES				
TOTAL EXPENDITURES	18,031	125,000	37,964	100,000
Net Increase/(Decrease)	86,341	(25,000)	62,036	(40,000)
ENDING BALANCE	231,341	206,341	293,377	253,377
TOTAL BUDGET	249,372	331,341	331,341	353,377

INTERNAL SERVICE FUNDS

TOWN OF SAN ANSELMO
VEHICLE REPLACEMENT FUND
REVENUE AND EXPENDITURE SUMMARY
FISCAL YEAR 2024-2025

	2022-2023	2023-2024		2024-2025
	Actual	Revised Budget	Estimated Actuals	Budget
REVENUE				
Internal Service Charge	-	-	-	60,000
Use of money and property	4,372	-	-	-
Transfers In - Equipment Fund	-	-	-	-
Transfers In - GF	100,000	100,000	100,000	-
TOTAL REVENUE	104,372	100,000	100,000	60,000
EXPENDITURES				
Public Works Vehicle Replacement	18,031	125,000	37,964	100,000
TOTAL EXPENDITURES	18,031	125,000	37,964	100,000

APPENDIX A

TOWN OF SAN ANSELMO

DEPARTMENT OF PUBLIC WORKS

Capital Projects Budget Summary FY 2024-2025

DESCRIPTION			
Project	**Funding Type**		**24-25 Funding**
3-Person Engine Company (RVFD)			**261,716**
	Measure J Sales Tax Fund		261,716
Bridge Avenue Bridge (PW052)			**12,000**
	Measure J Sales Tax Fund		12,000
Bridge Preventive Maintenance Program (PW037)			**40,000**
	Measure J Sales Tax Fund		40,000
Center Blvd Bridge (PW025)			**12,000**
	Measure J Sales Tax Fund		12,000
Concrete Street Repair			**50,000**
	Measure J Sales Tax Fund		50,000
Creek Park Contraflow Bike Lines Study			**166,142**
	Grants Fund		166,142
EV Charging			**268,000**
	Grants Fund		136,500
	Measure J Sales Tax Fund		131,500
Fire Station 19 Repairs			**55,000**
	Measure J Sales Tax Fund		55,000
HAWK Pedestrian Signal at Saunders Ave/SFD			**204,000**

APPENDIX A

	Grants Fund		204,000
	Road Maintenance Fund		-
Isabel Cook Community Center Repainting			**135,000**
	Measure J Sales Tax Fund		135,000
ICC Roof Repair			**200,000**
	Measure J Sales Tax Fund		200,000
Library HVAC / Roof Replacement			**100,000**
	Measure J Sales Tax Fund		100,000

Madrone Ave Bridge (PW018)			**12,000**
	Measure J Sales Tax Fund		12,000
Nokomis Ave Bridge (PW017)			**12,000**
	Grant fund		-
	Measure J Sales Tax Fund		12,000
Memorial Park Renovations			**175,000**
	Measure J Sales Tax Fund		175,000
Miscellaneous ADA - NEW			**50,000**
	Measure J Sales Tax Fund		50,000
MultiModal Design			**50,000**
	Measure J Sales Tax Fund		50,000
Pedestrian Bridge (Peterson Bridge - Sais to Karl)			**20,000**
	Measure J Sales Tax Fund		20,000
Project Design and Inspection - N/A			**200,000**
	Measure J Sales Tax Fund		200,000
Project Management - N/A			**576,114**
	Road Maintenance Fund		330,186
	Measure J Sales Tax Fund		245,928

APPENDIX A

State Recycling Grant		-	**5,000**
	Grant fund		5,000
Robson House			**475,000**
	Measure J Sales Tax Fund		455,000
	Robson House Fund		20,000
Sidewalk Gap Closure (PW042)			**50,000**
	Measure J Sales Tax Fund		50,000
Slurry & Crack Seal, Digouts - N/A			**200,000**
	Measure J Sales Tax Fund		200,000
Sorich Park Parking Lot			**30,000**
	Measure J Sales Tax Fund		30,000
Street Paving Phase A (PW105)			**690,658**
	Grant fund		290,658
	Measure J Sales Tax Fund		400,000
Street Paving Phase B (PW106)			**911,110**
	Road Maintenance Fund		911,110
Stormwater Regulations / Storm Drains			**100,000**
	Road Maintenance Fund		100,000
	Measure J Sales Tax Fund		80,000
Town Hall Resiliency Hub			**353,357**
	Measure J Sales Tax Fund		353,357
Traffic Signals			**170,000**
	Road Maintenance Fund		20,000
	Measure J Sales Tax Fund		150,000
Unprogrammed Resurfacing - N/A			**150,000**
	Road Maintenance Fund		150,000
Unprogramed Drainage/Flood Control (N/A)			**150,000**
	Measure J Sales Tax Fund		150,000

APPENDIX A

Grand Total			**5,964,097**
Grant Fund			802,300
Measure J Sales Tax Fund			3,630,501
Road Maintenance Fund			1,511,296
Robson House Fund			20,000

APPENDIX B

TOWN OF SAN ANSELMO

SALARY SCHEDULE - July 1, 2024

Classification Title		
	Low	High
Accounting - Benefits Technician	82,293	100,067
Administrative Services Assistant I	59,710	72,593
Administrative Services Assistant II	63,132	76,716
Administrative/Permit Services Technician	73,983	89,919
Assistant Civil Engineer	89,674	109,005
Assistant Planner	83,703	101,739
Associate Planner	89,412	111,922
Assistant Public Works Director	130,240	159,900
Building Inspector	95,795	116,448
Building Official	130,240	159,900
Child Care Instructor	45,300	55,048
Community Engagement Coordinator	88,788	109,008
Community Services Director	130,240	159,900
Finance & Administrative Services Director	155,975	191,496
Lead Library Assistant	60,201	73,179
Librarian I	69,864	87,479
Librarian II	80,581	97,922
Library Assistant	55,988	68,039
Library Technician	63,827	77,582
Management Analyst	73,987	89,919
Maintenance Supervisor	83,196	101,112
Maintenance Worker I	60,099	73,080
Maintenance Worker II	64,260	80,431
Planning Director	148,791	182,676
Planning Technician	73,716	89,616
Project Coordinator	83,703	101,739
Public Works Director	168,134	206,424
Public Works Manager	112,607	138,252
Recreation Coordinator I	59,710	72,593

APPENDIX B

Recreation Coordinator II	63,132	76,716
Recreation Program Leader	48,372	60,555
Recreation Supervisor	78,059	94,895
Senior Accountant / Financial Supervisor	100,399	123,264
Senior Civil Engineer	112,607	138,252
Senior Maintenance Worker	71,420	84,288
Senior Planner	101,316	123,141
Town Clerk/Municipal Information Officer	105,423	129,432
Town Librarian	130,240	159,900
Town Manager		240,732

GENERAL FUND — FIVE YEAR FINANCIAL FORECAST

Town of San Anselmo
General Fund
2024-25 through 2028-29 Five-Year Financial Forecast

REVENUE	2022-23 Revised Budget	2022-23 Actual	2023-24 Proposed Budget	2023-24 Budget Projection	2024-25 Budget Projection	2025-26 Budget Projection	2026-27 Budget Projection	2027-28 Budget Projection	2028-29 Budget Projection
Property Tax	15,383,828	15,767,652	16,240,823	16,801,443	17,048,409	17,657,037	18,463,964	19,302,228	20,182,409
Franchise Taxes	775,000	900,545	848,000	914,500	936,500	955,230	983,887	1,003,565	1,023,636
Sales Tax	1,610,000	1,579,453	1,545,000	1,680,000	1,702,106	1,744,659	1,788,275	1,832,982	1,878,807
Licenses and Permits	1,359,500	1,379,263	1,306,000	1,316,000	1,306,000	1,345,180	1,372,084	1,399,525	1,427,516
Fines & Forfeitures	60,000	88,034	126,250	107,235	134,490	135,835	137,193	138,565	139,951
Use of Money and Property	70,000	187,661	75,000	125,000	100,000	85,000	85,000	85,000	80,000
Intergovernmental	127,500	247,968	137,500	176,500	27,500	28,325	28,608	28,894	29,183
Charges for Services	171,000	151,506	178,250	165,619	198,500	204,455	206,500	208,565	210,650
Other revenue	100,070	162,498	102,772	171,338	115,555	119,022	122,592	126,270	130,058
Transfers In	384,447	356,096	384,030	394,871	403,318	415,418	462,372	476,487	488,141
Total Revenues and Transfers In	**20,041,345**	**20,820,676**	**20,943,625**	**21,852,506**	**21,972,378**	**22,690,160**	**23,650,474**	**24,602,080**	**25,590,351**
EXPENDITURES									
Salaries	3,063,145	2,837,609	3,331,127	3,279,628	3,552,174	3,658,739	3,768,501	3,881,556	3,998,003
Retirement	692,141	240,973	726,369	458,329	609,502	630,835	652,914	672,501	692,676
Other Benefits	893,107	790,635	895,117	782,468	872,567	898,744	925,706	953,478	982,082
Outside Services: Other	2,812,955	2,751,888	2,837,740	3,323,234	2,865,100	2,937,197	2,995,388	3,102,987	3,207,346
Outside Services: RVFD	4,869,951	4,789,951	5,088,722	5,086,222	5,559,703	5,782,091	6,042,285	6,344,399	6,661,619
Outside Services: CMPA	4,938,129	4,938,129	5,184,636	5,204,393	5,474,469	5,693,448	6,091,989	6,396,589	6,716,418
Supplies	152,594	264,385	179,950	278,119	262,350	270,221	278,327	286,677	295,277
Training, Publications, Dues	59,046	90,254	81,023	65,547	94,772	97,615	95,481	98,345	101,296
Internal Service Fund - Insurance	600,000	600,000	750,000	750,000	750,000	750,000	775,000	798,250	822,198
Internal Service Fund - Building	344,784	344,784	364,050	364,050	374,837	386,082	397,665	409,595	421,882
Internal Service Fund- Info Tech	183,000	182,970	219,325	219,325	252,975	240,000	247,200	254,616	262,254
Internal Service Fund- Info Tech					60,000	60,000	60,000	60,000	60,000
Debt Service	533,976	494,249	586,067	586,067	638,929	680,189	715,018	738,087	764,300
Transfers Out	863,517	1,503,517	699,500	2,339,500	605,000	605,000	605,000	605,000	605,000
Total Expenditures and Transfers Out	**20,006,345**	**19,829,344**	**20,943,625**	**22,736,882**	**21,972,378**	**22,690,160**	**23,650,474**	**24,602,081**	**25,590,352**
Operating Surplus (Deficit)	35,000	991,332	-	(884,376)	-	(0)	(0)	(0)	(0)
Beginning Balance estimated	7,501,148	7,501,148	8,492,480	8,492,480	7,608,104	7,608,104	7,608,104	7,608,104	7,608,104
Estimated Ending Balance	7,536,148	8,492,480	8,492,480	7,608,104	7,608,104	7,608,104	7,608,104	7,608,104	7,608,104
GF Reserve Commitment + Unassigned	6,227,990	7,217,457	7,217,457	7,217,457	7,217,457	7,217,457	7,217,457	7,217,457	7,217,457
Percentage of Reserve	**31%**	**34%**	**34%**	**32%**	**33%**	**32%**	**31%**	**29%**	**28%**

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.5

MEETING DATE: June 11, 2024

AGENDA TITLE: Consider Making and Ratifying Appointments to the General Plan Advisory Committee

FROM: Heidi Scoble, Planning Director
Lindsey Klein, Senior Planner

RECOMMENDATION: Staff recommends the Town Council:

1. Consider making appointments of community representatives to the General Plan Advisory Committee:
   Four (4) Voting Members,
   One (1) High School Student Representative,
   One (1) Alternate Member; and
2. Ratify the Town Council, Planning Commission, Bicycle and Pedestrian Advisory Committee, Climate Action Commission, Economic Development Committee, Open Space Committee, Parks & Recreation Commission, and Racial Equity Committee appointments to the General Plan Advisory Committee.

BACKGROUND

The General Plan Advisory Committee (GPAC) represents the community and serves as a sounding board for developing the General Plan. The GPAC is not a decision-making body and does not have access to information nor takes action that differs from the opportunities made available to all outreach participants. However, the GPAC provides feedback to the project team (i.e., Town staff and consultants) at key milestones in the General Plan Update process and reviews major work products before publication.

The GPAC is a body consisting of 15 seats including:

1. Town Council, Board, Committee, or Commission Member seats. Each seat represents a different Town body.[1] These members are appointed by their applicable Council, Commission, or Committee and ratified by the Town Council; and

[1] This includes: two Town Councilmembers, two Planning Commissioners, one Bicycle and Pedestrian Advisory Committee member, one Climate Action Commission member, one Economic Development Committee member, one Open Space Committee member, one Parks & Recreation Commission member, and one Racial Equity Committee member.

2. Four community representative seats, one high school student representative, and one alternate member. These members serve as voices of the general public, including residents, property owners, business owners, and other stakeholders. These members are appointed by the Town Council.

Members are set to serve until the Town Council adopts the updated General Plan, at which time the GPAC will dissolve automatically.

To fill the six GPAC spaces available for community representatives, the Town solicited applications through advertisements in the Town Manager's Newsletter, Town website, and Town social media accounts and postings on local bulletin boards.

DISCUSSION

All six community representative seats are vacant and available. Twenty applications, listed in Table 1 below, were received. Eleven (11) applicants were invited and scheduled for interviews and nine (9) were interviewed on May 28, 2024, a second group of ten (10) applicants were scheduled for interviews on June 11, 2024.

Table 1- All Received Applications

Applicant Name	Applicable GPAC Seat
Irene White	Community representative
Stanley Skipworth	Community representative
Monica Schmiede	Community representative
Jonathan Branch	Community representative
Shaun Thurtell	Community representative
Sara Robinson	Community representative
Elsa Hunt	High school student representative
Kerrie McHugh	Community representative
Benedetto Cico	Community representative
Laurie Berliner	Community representative
Andrew McCune	Community representative
Spencer Michels	Community representative
Richard Berkson	Community representative
Danielle Staude	Community representative
April Hewes	Community representative
Collin Martin	Community representative
Alexander Hamblet	High school student representative
Wesley (Richard) Pratt	Community representative
Nicholas (Nick) Pappas	Community representative
Jill McNamara	Community representative

The Town Council may consider appointing four community representatives as voting members, one high school student representative as a voting member to the GPAC,

and one alternate member to serve as a replacement for a community representative seat in the event that a member is excused from the GPAC.[2]

Over the past month, multiple Town Committees and Commissions have appointed individual representatives to the GPAC. In addition, the Ad Hoc Working Group seats, comprised of two Town Councilmembers and two Planning Commissioners, would transition to the GPAC. The following appointments require Town Council ratification:

1. Town Council: Mayor Eileen Burke and Vice Mayor Tarrell Kullaway
2. Planning Commission: Jennifer Asselstine and Kim Pipkin
3. Bicycle and Pedestrian Advisory Committee: Ted Fehlhaber (Replacement, as needed: Ken Husband)
4. Climate Action Commission: Sue Saunders
5. Economic Development Committee: Name forthcoming[3]
6. Open Space Committee: René Voss (Replacement, as needed: Jonathan Braun)
7. Parks & Recreation Commission: Rod Kerr (Replacement, as needed: Ivy Tzur)
8. Racial Equity Committee: Robin Beers

FISCAL IMPACT

Appointments and ratifications of members to the GPAC would not create any fiscal impact.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Appointment and ratification to serve on a committee is not a "project" under the California Environmental Quality Act (CEQA) because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable physical change in the environment. (Cal. Pub. Res. Code Section 21065).

ATTACHMENTS

Attachment 1 - Irene White
Attachment 2 - Stanley Skipworth
Attachment 3 - Monica Schmiede
Attachment 4 - Jonathan Branch
Attachment 5 - Shaun Thurtell
Attachment 6 - Sara Robinson
Attachment 7 - Elsa Hunt
Attachment 8 - Kerrie McHugh
Attachment 9 - Laurie Berliner

[2] Replacement of a GPAC member representing a Council, Board, Committee, or Commission would require the departing GPAC member's Council, Board, Committee, or Commission to appoint a new person to the GPAC.

[3] The Economic Development Committee appointed a member at a regular meeting at 8:45 am on June 11, 2024 (i.e., after publication of the June 11 Town Council agenda). Town staff will identify the appointed member by name during the agenda item.

Attachment 10 - Andrew McCune
Attachment 11 - Spencer Michels
Attachment 12 - Richard Berkson
Attachment 13 - Danielle Staude
Attachment 14 - April Hewes
Attachment 15 - Collin Martin
Attachment 16 - Alexander Hamblet
Attachment 17 - Wesley (Richard) Pratt
Attachment 18 - Nicholas (Nick) Pappas
Attachment 19 - Jill McNamara
Attachment 20 – List of all Interviewed Applicants in Alphabetical Order

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Irene (First Name) | V (Middle Initial) | White (Last Name)

ivwhite04@gmail.com (Email Address)

[redacted] (Home Address) | (Suite or Apt)

San Anselmo (City) | CA (State) | 94960 (Postal Code)

Home: (415) 302-5102 (Primary Phone) | (Alternate Phone)

Occupation

Senior Advisor/ Founder

Employer's Address

Self Employeed

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

14

Number of years as a resident in Marin?

19

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

- [x] Northeast San Anselmo

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

Daniel Cassidy 415-743-0025 Michelle Leister 415-599-6733 Kim Pipkin 415 -755- 5715

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

WildCare, Member of the Development and Marketing Committee 2018-2017 Horizions Foundation, San Francisco, CA - Board Member 2013-2017

Reasons for this appointment:

I'm thrilled at the prospect of serving on the General Plan Advisory Committee (GPAC) for San Anselmo. This role offers a unique opportunity to apply my passion for sustainability, climate change, and green infrastructure alongside my extensive background in strategic leadership, Corporate Real Estate, and technology-driven innovation to serve our town's future planning and development. I am eager to contribute to a community that I cherish and champions natural beauty and progressive urban development. I look forward to collaborating with fellow committee members and engaging with the community to craft and implement a plan that embodies our collective dedication to a flourishing, inclusive San Anselmo.

What are your qualifications for this appointment?

With a unique 20-year journey in strategic Leadership, spanning technology, nonprofit, and environmental sectors, and a strong commitment to environmental sustainability, I am confident I can contribute to the committee's objectives. Here are a few ways my distinct professional journey and expertise could add value to the committee's work: Strategic Leadership: I have led teams and projects across technology, nonprofit, and environmental sectors. My efforts have consistently fostered innovation and growth, positioning me to contribute thoughtfully to San Anselmo's prosperous future. I love collaborating on complex strategies and projects. Sustainability and Environmental Expertise: Equipped with a Master's in Natural Resources and Global Sustainability and a Graduate Certificate in Climate Change, Hazards, and Green Infrastructure, along with hands-on involvement in initiatives like the Center for SeaRise Solutions and Seafuture, I am dedicated to advancing the committee's priorities in sustainability, climate change, and conservation. I am excited to work collaboratively with the San Anselmo community and the GPAC, ensuring that our planning efforts are inclusive and steer us towards a resilient and environmentally conscious future for all residents. Stakeholder Engagement and Communication: With extensive experience in marketing and communications, I've developed a strong ability to engage with diverse groups effectively. This skill connects the San Anselmo community with the GPAC's initiatives. Leveraging this skill encourages active participation and helps shape strategies that meet our collective needs and aspirations. Proven Impact on Infrastructure: During my tenure at Ameritech Real Estate Division, I spearheaded initiatives that saved the company $11 million and implemented changes that enhanced the company's operations. This experience underscores my capability to understand the complexity of resource decision-making effectively. Operational and Team Leadership: In my previous roles at Ameritech and Cushman & Wakefield, I developed a strong capability in managing complex teams and substantial budgets. I am eager to apply these skills to support San Anselmo's infrastructure and community development initiatives. I am eager to learn from and collaborate with the other esteemed committee members. Our collective efforts will lead to a visionary and inclusive plan that nurtures a sustainable and vibrant future for San Anselmo, a community I am deeply passionate about.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I'm excited to join the General Plan Advisory Committee because it offers an opportunity to contribute directly to the future of our community and aligns with my passion for economic and environmental sustainable development. As a member of the GPAC, I am particularly excited to work towards several key objectives: Sustainable Development: Advocate for environmentally sustainable planning practices that balance growth with conservation, ensuring that development is economically viable and ecologically responsible. Community Inclusivity: Work to ensure the planning process is inclusive, considering the needs of all community segments, especially underrepresented groups, to foster a more equitable community environment.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Natural Resources, Open Space, and Conservation
- [x] Climate Change and Sustainability
- [x] Community Outreach and Engagement
- [x] Economic Development and Business
- [x] Natural Hazard Planning

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

In my view, the most pressing challenges San Anselmo faces today are climate change and housing. Climate change threatens our local ecosystems, increasing risks of wildfires and flooding, jeopardizing our town's economic stability. Implementing proactive measures such as sustainable urban development can help combat these risks effectively. Equally important is the issue of housing affordability and availability. Maintaining community diversity and the financial health of San Anselmo hinges on our ability to update housing policies and support development that serves residents across various income levels. This approach will help prevent displacement and build a more resilient, inclusive community for all residents.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Town email

LinkedIn Profile

https://www.linkedin.com/in/irenevwhite/

Irene_White__Resume_51324SAN.pdf
Upload a Resume

Stormwater_Management_and_beyond_A_case_for_green_Infrastructure_-_SA_GPAC51524.pdf
You may attach other documentation which you believe would be helpful to the Council in its selection process.

Community_Energy_Plan_vs_Climate_Action_Plan__Arlington_County-SAgpac51524_.pdf

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

irene White

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

(415) 302-5102 Irene White ivwhite04@gmail.com

PROFILE

A strategic leader with over 20 years of expertise catalyzing organizational growth and innovation across technology, nonprofit, and mission-driven sectors. Skilled in forging partnerships and collaborations that enhance product development and market entry strategies, her leadership drives teams to amplify impact and achieve success. She is dedicated to solving systemic problems linked to climate change, inclusion, and human-centered growth through AI innovation, fostering an environment of continual learning and sustainable development.

Values: Continual learning. Empowering leadership. Partnership. Challenge. Trust. Action.
Traits: Intrapreneurial. Resourceful. Creative. Proactive. Collaborative. Determined. Mentor. Agile.

KEY ACCOMPLISHMENTS

Strategy & Planning

- Founded **Everleap.ai**, an AI-driven coaching and career platform tailored from high school to retirement, guiding individuals to align their careers with their passions. Currently leading the development of the proof of concept and testing to validate its effectiveness and appeal across diverse life stages.
- Expanded legacy wellness software company **Remedy Interactive** into full-service Environment, Health, & Safety (EHS) SaaS solution by leading go-to-market strategy, rebranding, and positioning to reach Fortune 500s.
- Saved **Ameritech** (now AT&T) $11M in development costs by launching The Integrated Strategy Team, focused on transitioning the real estate division to move beyond a cost center and towards revenue generation. Establishing new services that won three major telecom contracts and utilizing GIS technologies to facilitate the acquisition or divestiture of built assets.
- Spearheaded 5-year product vision and go-to-market plan for **Business Wire** through partnering with the COO and Executive Team in the design next-generation strategy. Managed industry analysis **Gartner** exploring market opportunity, industry trends, and competitive landscape.
- Built **Fluxx.io**'s reputation as one of **Fast Company**'s "Most Innovative Companies" by developing new value-proposition strategies, designing brand messaging, and positioning as the software leader in the philanthropic ecosystem.

Stakeholder Influencing & Partnerships

- Advanced climate innovation and ocean health through co-founding 501c private-public partnership, **Seafutures**, developing a blue economy framework. Leading ideation session with Taskforce, including regional VCs, the Economic Development Department, and the **Sausalito Mayor**.
- Increased market share and pipeline by 40% through spearheading an integrated approach to growth across sales, product, and marketing, establishing a new 12-person team, and leading a cross-functional team on enterprise client and prospect outreach.
- Enabled the CEO to pivot, grow, and exit to private equity through diversifying product strategy after California legislation, designing value prop statements, leading competitive and customer research with **Gartner**, and gaining exposure with leading health and safety magazines.

Operations & Team Leadership

- Expanded reach of **Cushman and Wakefield** from New York by establishing new marketing and business development operations in the Midwest and West Coast, recruiting, and leading a team of 35 to achieve a 90% customer satisfaction score, and managing annual P&L and budget of 6 million.
- Grew revenue pipeline by more than 50% and exceeded LinkedIn's sponsored content by 3X through integrating **Remedy Interactive's** growth and content teams, introducing new content strategy, and reducing advertising costs by half.
- Reduced costs by 20% and focused **Cushman and Wakefield** marketing organization on higher value prospects by automating repetitive business development and brand materials for 55 US regional offices.

(415) 302-5102 Irene White ivwhite04@gmail.com

Career History

Everleap.ai, Marin County, CA. *Co-founder of*
***Co-founder** of AI startup focused on aligning individuals' passions with the careers of today and tomorrow.* 2023-Present

Center for Sea Rise Solutions & Seafutures.org Marin County, CA
***Senior Advisor** to private-public partnership accelerating climate solutions in maritime, ocean health, and sea level rise.* 2023-Present

Business Wire, San Francisco, CA
***CMO and Executive Team Member** of environmental, health, and safety startup* *2018-2019*

Fluxx.io, San Francisco, CA
***CMO and Executive Team Member** of a technology startup transforming philanthropy and enabling a transparent, accessible, and connected ecosystem for funders, impact investors, and nonprofits.* 2016-2018

Remedy Interactive, Sausalito, CA
***VP of Marketing and Executive Team Member** of environmental, health, and safety SAAS technology startup. Acquired by leading private equity firm Enviance* 2008-2015

Cushman & Wakefield, Chicago, IL & San Francisco, CA
***Senior Director of Business Development and Marketing**, Head of Midwest, and Western regions for one of the largest global real estate firms* 2000-2007

Ameritech (ATT) Chicago, IL
***Director of Integrated Strategy**, Strategy and Planning, Corporate Real Estate* 1998 -2000

Pro Bono Leadership

Wildcat Ventures, Palo Alto, CA 2022
***Advisor** conducting opportunity analysis for Bioenergy company at venture capital firm and impact fund.*
WildCare, San Rafael, CA 2018-2022
***Member of the Development and Marketing Committee** for 501c focused on medical care advocacy. and protection against wildfire*
Horizions Foundation, San Francisco, CA 2013-2017
***Board Member** of a foundation focused on strengthening LGBTQ rights and freedoms.*

Education

Virginia Tech, Arlington, VA 2022-2023
Masters in Natural Resources and Global Sustainability
Northwestern University Kellogg School of Management, Chicago, IL 2006-2009
Executive Scholar of Marketing & Sales
School of the Art Institute of Chicago, Chicago, IL 1978-1982
Bachelor of Fine Arts in Design and Interior Architecture

Certifications & Professional Development

- Certificate in Sustainable Capitalism and ESG, Berkeley Law, **University of California Berkeley** 2022
- Graduate Certificate in Climate Change, Hazards and Green Infrastructure, **UMass Amherst** 2021
- Certificates in Design Thinking and Service Design, **IDEO** 2020
- Certificate in Regenerative Design and Permaculture, **Oregon State University** 2020

To: Town Council

I completed this client project while finishing my Graduate Certificate in Climate Change, Hazards, and Green Infrastructure at the University of Massachusetts, Amherst in 2021

The document below showcases strategic content and is an example of a communication piece. It demonstrates my ability to convey complex environmental concepts effectively, which could be helpful to the committee.

I hope it adds additional insight into my qualifications.

Best
Irene White



Stormwater Management and Beyond

A case for green Infrastructure

Mill & Main Parking Lot

Maynard MA

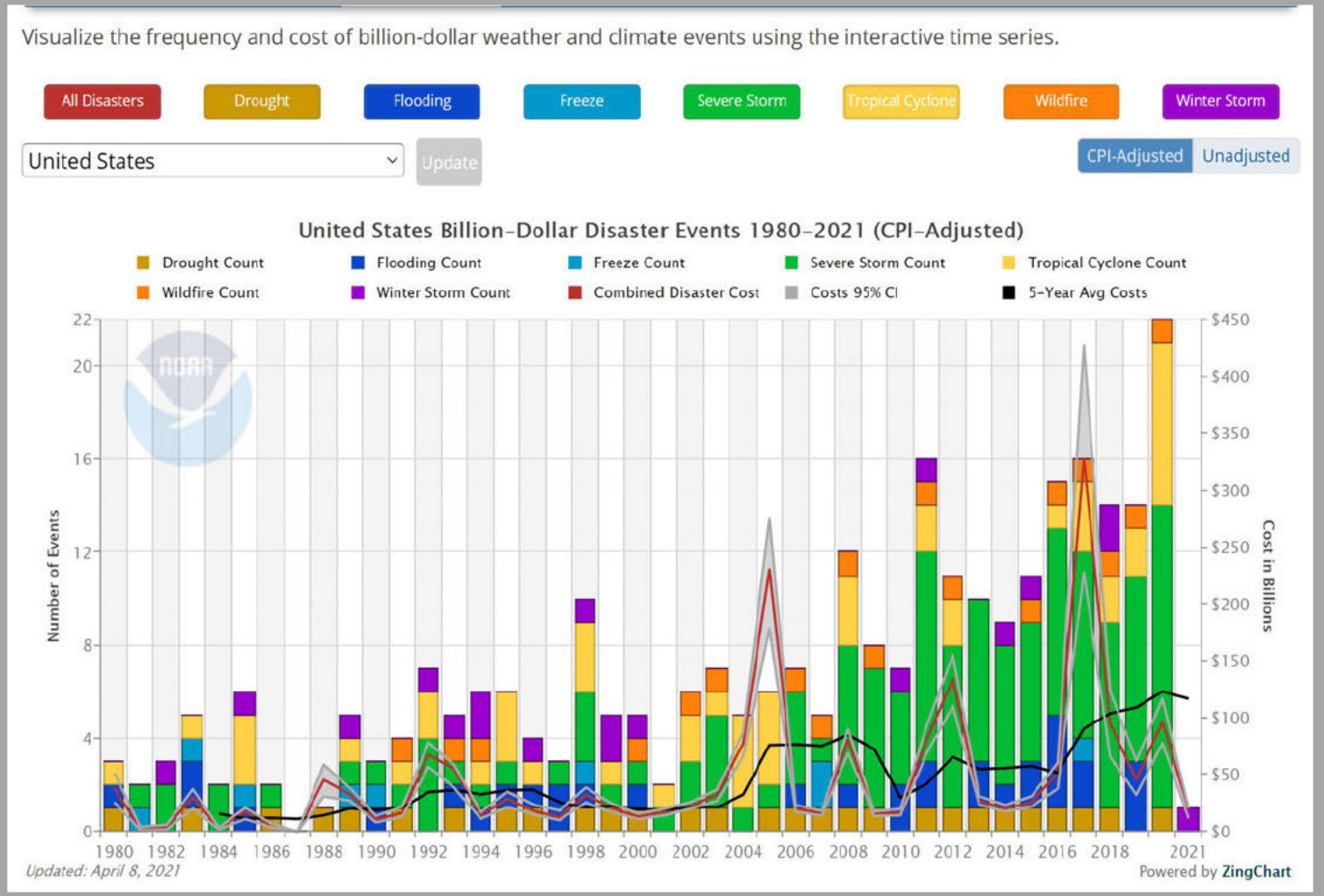
Irene White

6/23/2021

UMassAmherst

The price of disasters soared to more than $300 billion in 2017, breaking 2005's record of $219 billion.

The National Oceanic and Atmospheric Administration



Flash flooding
Stormwater runoff
Water Quality

The Northeast and Midwest face a 40 percent increase in extreme precipitation in the winter and spring by the end of the Century

Health
Economics

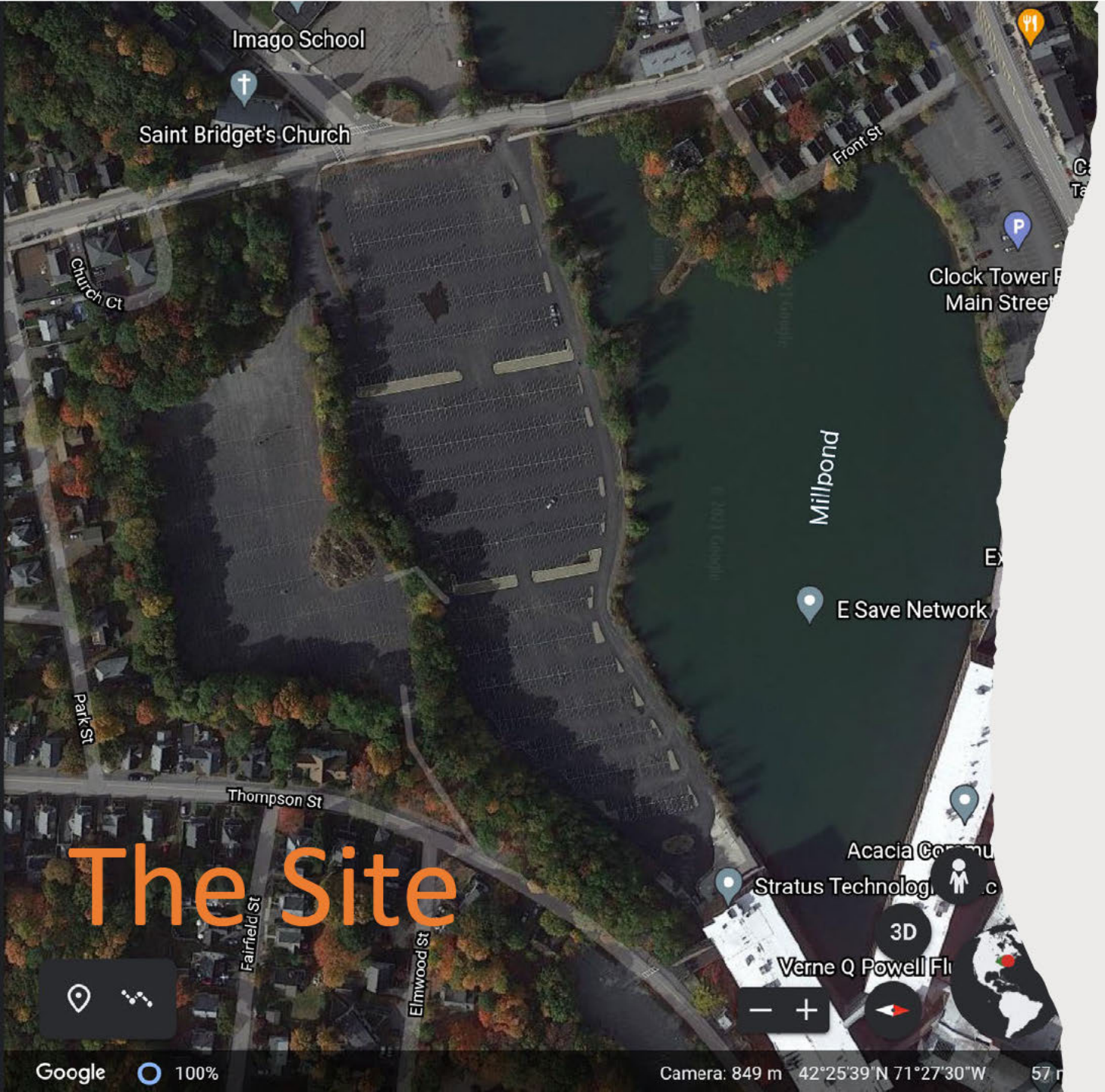
The Boston area is expected to see the average annual temperature (46–50º) increase by 3-4º in the next 15 years and 6-9º in the decades leading up to 2100.

Reidmiller, D.R., C.W. Avery, D.R. Easterling, K.E. Kunkel, K.L.M. Lewis, T.K. Maycock, and B.C. Stewart Impacts,Risks, and Adaptation in the United States: Fourth National Climate Assessment(Global change Research Program) 2018



The Site Location

- 50-acre complex
- Historic relevance – Mill structure
- Purchased in 2015 for redevelopment
- Redeveloped completed in 2017
- Current owners - Artemis Real Estate Partners and Saracen Properties
- Current occupancy is about 50%



The Site

Project Overview and Goals

Underutilized South Parking Lot at Mill & Main Complex

Primary Goals for the project:

- Reduce hazards of stormwater runoff -protecting water quality, ecology and reduce seasonal flooding
- Apply green infrastructure in redesign

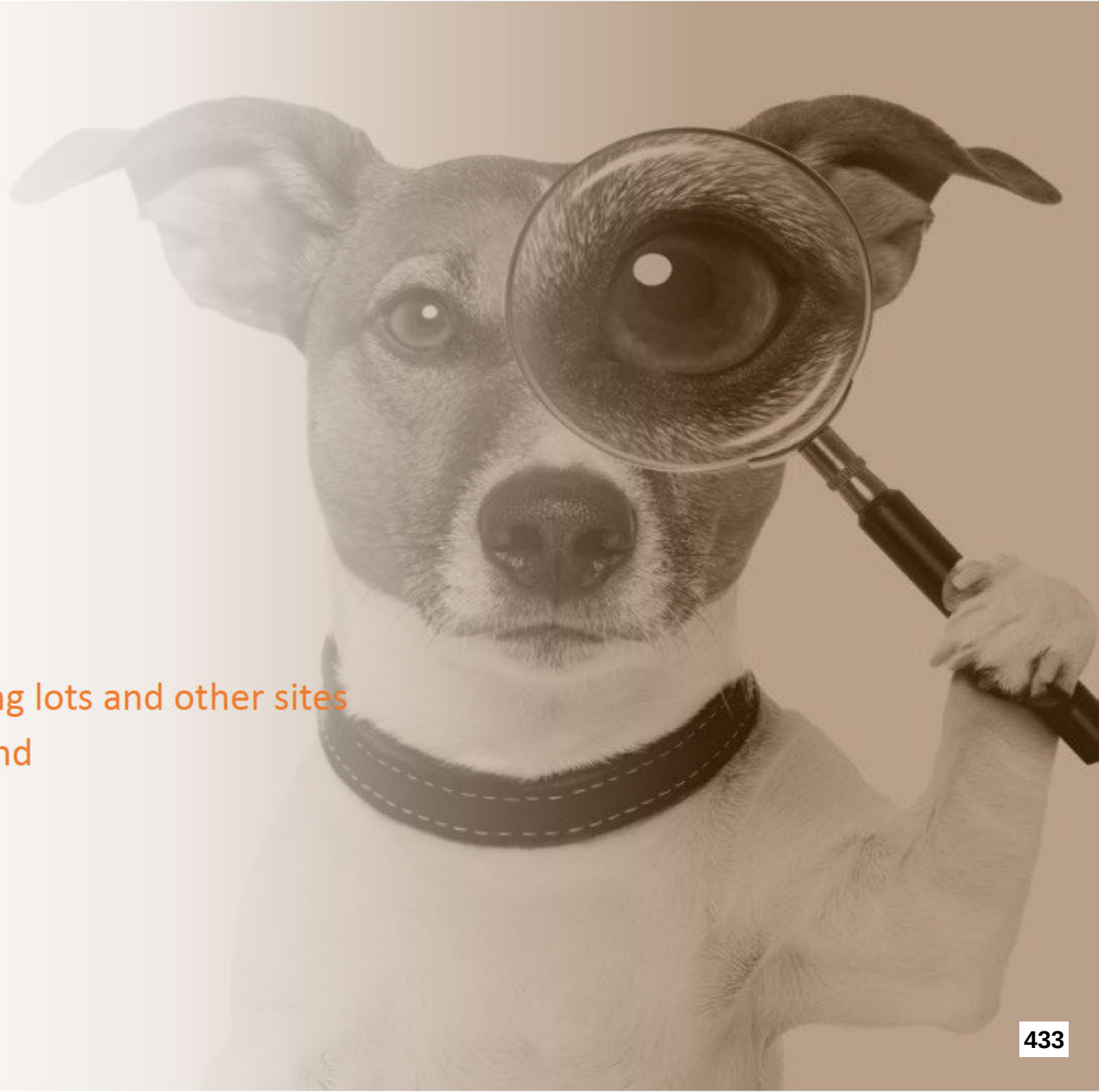
Additional Goals:

- Understand possible Co-benefits of recommended BMPs and value to community
- Explore the idea of reducing parking to create additional value for the community
- How can the redesign and process be a learning center for the region.

Approach:

Our Research

- Maynard's Stormwater management plan
- Maynard's Master plan
- Existing site plans
- Case study: The Morton Arboretum
- Best BMPs for stormwater control on parking lots and other sites
- Bioswales, preparable pavement and wetland
- Co-benefits of BMPs



Stormwater Management Compliance

General Permit for Stormwater Discharges from Small MS4s in Massachusetts.

To comply with the permit, the Town must follow six Minimum Control Measures (MCMs)

MCM 1: A public education program aiming to affect public behavior causing stormwater pollution,

MCM 2: An opportunity for the public to participate and provide comments on the stormwater program,

MCM 3: A program to effectively find and eliminate illicit discharges within the MS4,

MCM 4: A program to effectively control construction site stormwater discharges to the MS4,

MCM 5: A program to ensure that stormwater from development projects entering the MS4 is adequately controlled by the construction of stormwater controls, and

MCM 6: A good housekeeping program to ensure that stormwater pollution sources on municipal properties and from municipal operations are minimized.

Ensuring alignment with Maynard's Master plan

MAYNARD MASTER PLAN	GOAL	DESCRIPTION	GREEN INFRASTRUCTURE PRACTICE OPPORTUNITY
Land Use and Development Patterns	Goal LU3	Further enhances downtown as a source of Maynard's community pride and hub of economic vitality.	• Develop partnerships with key universities to expand education and ongoing research of green infrastructure at site become a center for learning. • Enlarged Farmer's market(2 weeknights and Sunday) • Phase 2: Consider large community garden
Economic Development	ED3	Identify and cultivate opportunities to develop or redevelop vacant and underutilized properties.	• Enlarged Farmer's market(2 weeknights and Sunday) • Phase 2: Consider large community garden
Open space and Recreation:	OSR1	Maintain and improve the accessibility and connectivity of open spaces and recreational areas within and surrounding the town.	• Create open space along Mill Pond for walking
Public Facilities and services	PFS4	Advance decision-making that considers the town's impact on, and implications from, climate change.	• Chosen BMPs will reduce stormwater runoff from increased participation, help reduced heat island effect from rising temperatures and preserve biodiversity

VHB,Landwise, “Town of Maynard Master Plan”,

The Morton Arboretum

Both Properties have:

- 2 sensitive bodies of water
- Need to provide a large amount of parking
- Want to use a green infrastructure approach vs gray approach

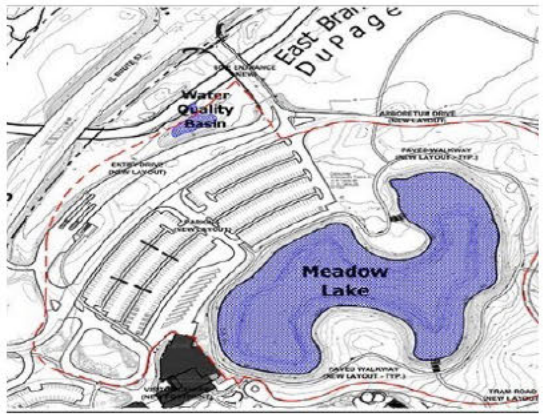
Results of 10-year study

- 100% annual rainfall stays on the site and water quality improvement in Meadow Lake.
- 327,700 gallons of potable water is able to be used for irrigation in peek months from the lake
- 83% say they spend time at Meadow Lake each time they visit for recreation
- Educates the Arboretum's 850,000 annual visitors about the stormwater management features with 34% of Arboretum members and 32% of volunteers surveyed saying that they learned something new from the interpretive signs.
- Parking lot maintenance coast have decreased by approximately $25,100 per year when averaged over 50 years by eliminating seal coating, striping, and resurfacing.

BMPs: Bioswales , wetland creation and interlocking permeable pavers

Landscape Performance Series
Landscape Architecture Foundation











Maximizing Benefits: Strategies for Community Resilience

TABLE 1: Comparing Co-Benefits of Resilience Strategies

	BENEFITS											RESILIENCE BENEFITS				
	ENERGY SAVINGS	ECONOMIC DEVELOPMENT	AVOIDED DAMAGES & INVESTMENT	PUBLIC HEALTH/SAFETY	WATER QUALITY	ECOLOGICAL	RECREATIONAL	SEQUESTRATION/ GHG MITIGATION	EQUITY	PUBLIC AWARENESS	CONTINUOUS POWER	HEAT RESILIENCE	FLOOD RESILIENCE	DROUGHT RESILIENCE	WILDFIRE RESILIENCE	POWER OUTAGE RESILIENCE
Cool Pavement	●		▲	▲	▲	▲	▲		▲			★	▲			▲
Cool Roofs	●		▲	●		▲		▲	▲			★				▲
Street Trees	●	▲	●	●	●	●	▲	●	▲			★	★	▲		
Permeable Pavement	●		●	●	●	●	▲	▲	▲			▲	★	▲		
Bioretention	▲	▲	▲	▲	●	●	▲	▲	▲			●	★	●		
Rain Barrels	▲		▲	▲	●	▲				▲			★	●		
Green Roofs	●				▲	▲		▲	▲			●	★	▲		
Detention													★	▲		
Wetlands		▲	●	▲	●	●	▲	▲					★	▲		
Water Conservation	●	▲	●	▲	▲	●	▲	●	▲	▲		▲	▲	★		
Regional Water Conservation	▲	▲	▲	▲	▲	▲	▲	▲	▲				▲	★		
Water Reuse	▲		▲	▲	●	▲	▲	▲						★		
Desalination		▲	▲											★		
Conservation & Parks	▲	▲	▲	▲	●	●	●	●	▲			●	★	●	★	
Building Code	▲	▲	▲	▲	▲	▲			▲			▲	★	★	★	

his table includes a complete list of the strategies discussed in the five climate impact strategy briefs with the co-benefits they offe

/hen comparing strategies, resilience planners should consider which strategies offer the co-benefits that are most valuable for a city. /hen considering a suite of strategies, planners must consider which co-benefits are excluded or leave climate impacts.

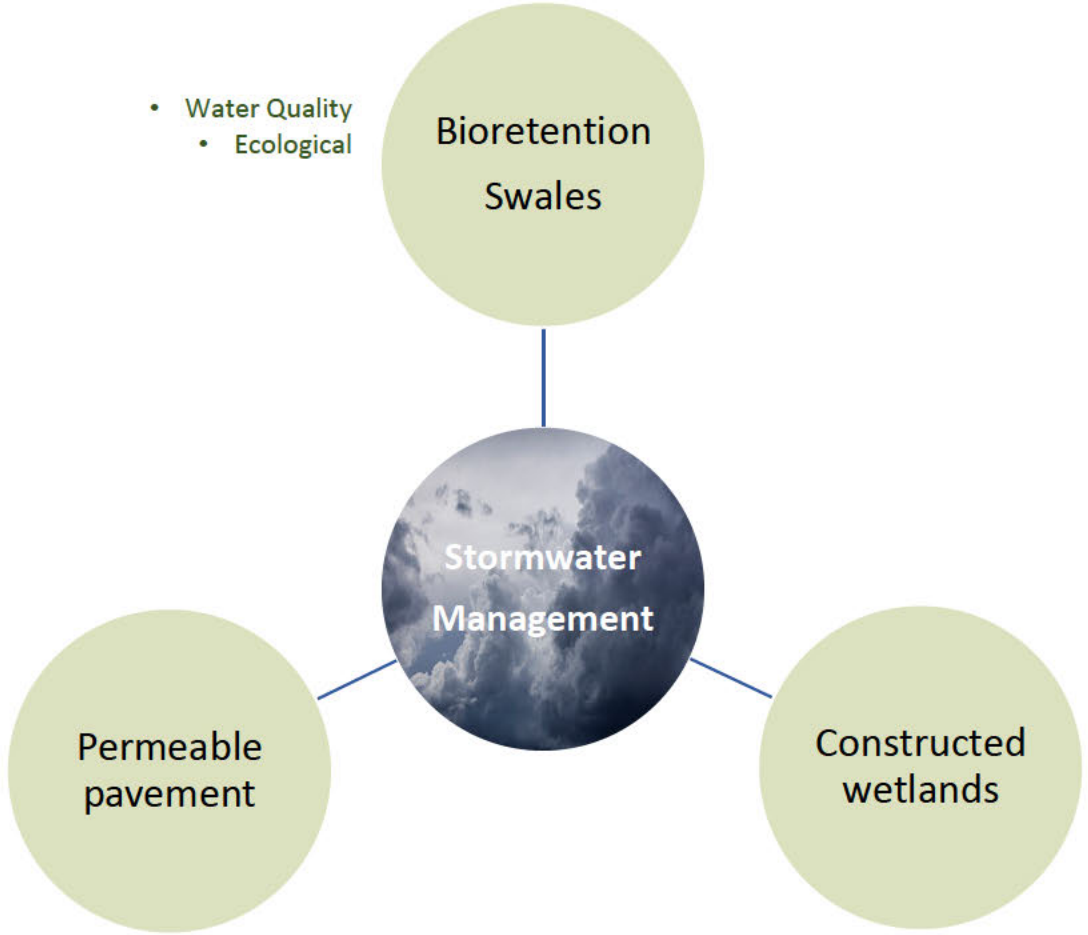
A green dot indicates that a resilience strategy always offers a co-benefit.

A yellow triangle indicates that the strategy can yield that co-benefit in the right conditions or with the right design. The five column: n the right are the climate impacts discussed in the briefs.

For each strategy, a blue star in one of the five right columns indicates which brief discusses that rategy. This table has grouped some similar strategies that are discussed individually in the following briefs.

Kristiane Huber, Ashley Lawson, Janet Peace "Maximizing Benefits: Strategies for Community Resilience", (Center for Energy and Climate Solutions 2018),

Suggested BPMs and their Co-benefit for the Community of Maynard



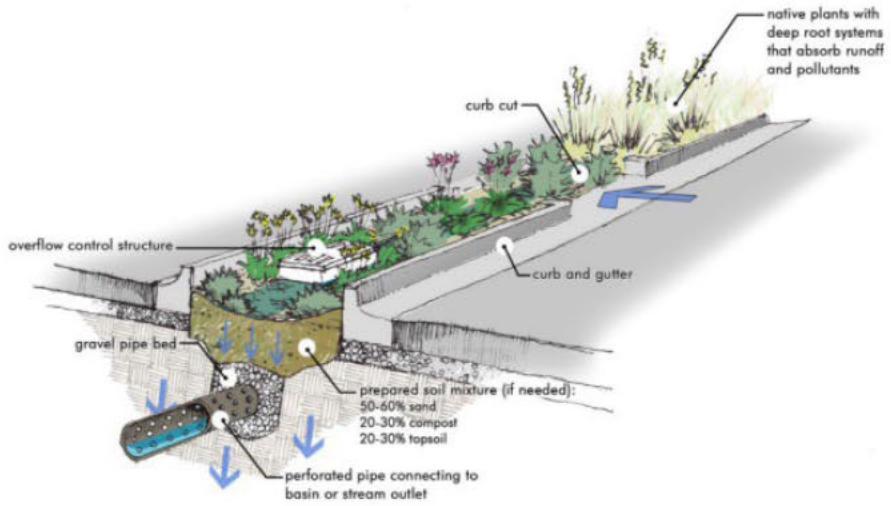
- Water Quality
- Ecological

- Energy Savings
- Avoided Damages and investment
- Public Health/Safety
- Water Quality
- Ecological

- Avoided Damages and investment
- Sequestration/ CHG Mitigation

Bioswales

Bioswales (or swales) are shallow drainage areas filled with vegetation, compost, or riprap. They collect and filter water, slowing water flow, trapping, and reducing pollutants.



Co-Benefit- biodiversity : a study conducted to understand the impact of bioswales on urban biodiversity concluded that the number of species, species richness, and diversity were higher in Bioretention swales than in garden bed and lawn-type green spaces.

Qingfu Xiao, Gregory McPherson, Qi Zhang, Xinlei Ge, Randy Dahlgren, "Performance of Two Bioswales on Urban Runoff Management" (MDPI) 2017

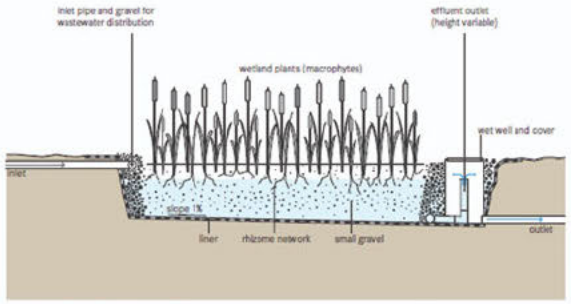
Stormwater Management Two Year Study Results:

Reduction of runoff by 88.8% and the total pollutant loading by 95.4%

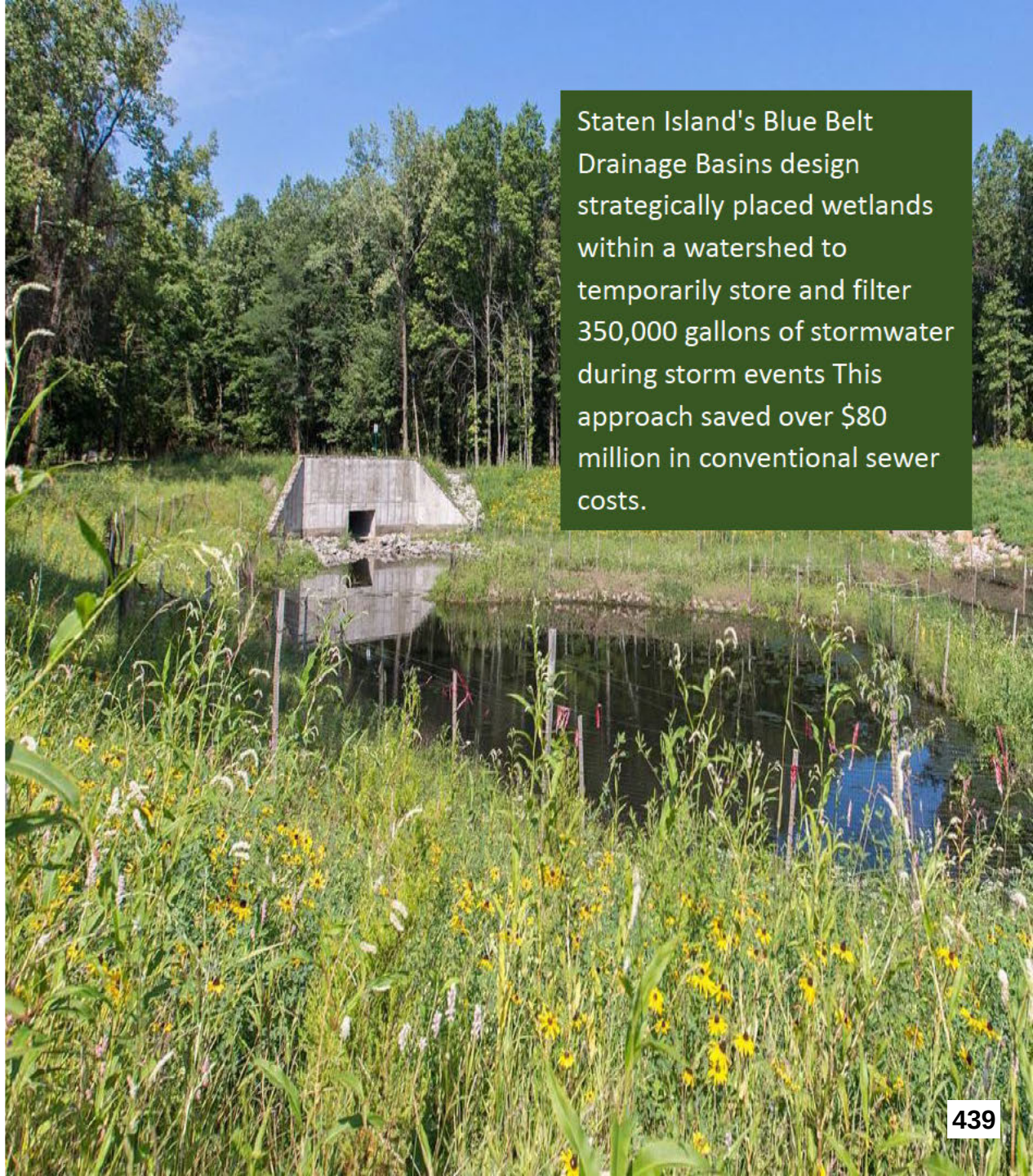
Bioswale in Parking lot : Davis, CA

Constructed Wetlands

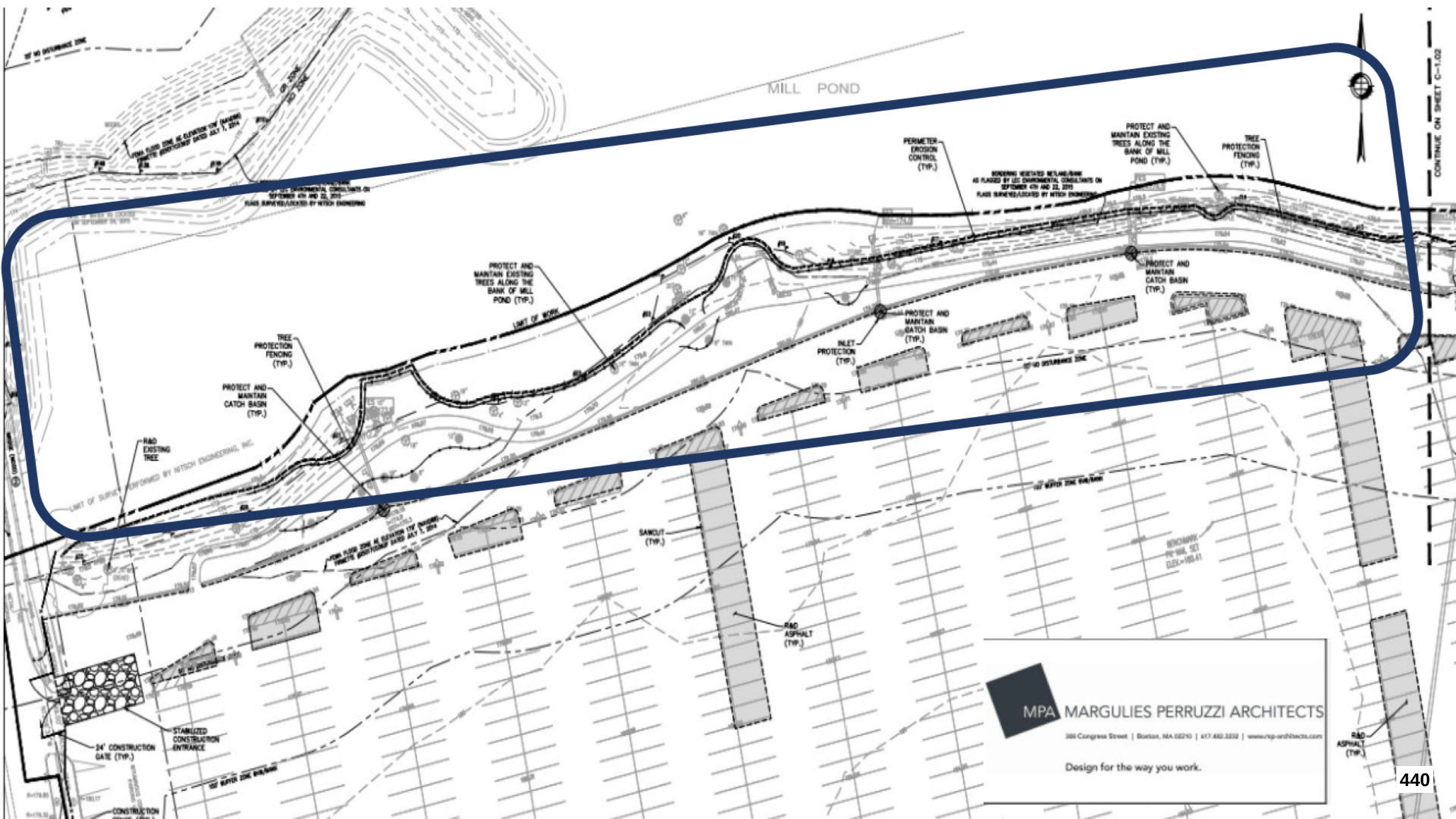
Constructed wetlands similar to natural wetlands, are designed to treat wastewater. They consist of a shallow depression in the ground with a level bottom. Water flow is controlled evenly among wetland plants.



Co-Benefit- Economic: The Seadrift water treatment facility, Capital expenses were **reduced to $1.2-1.4 million versus $40 million for the proposed gray infrastructur**e. Operating expense savings included no energy, additives, oxygen, or biosolid disposal, and operational support is minimal as once established, wetlands require little maintenance.



Staten Island's Blue Belt Drainage Basins design strategically placed wetlands within a watershed to temporarily store and filter 350,000 gallons of stormwater during storm events This approach saved over $80 million in conventional sewer costs.


MILL POND
PERIMETER EROSION CONTROL (TYP.)
PROTECT AND MAINTAIN EXISTING TREES ALONG THE BANK OF MILL POND (TYP.)
TREE PROTECTION FENCING (TYP.)
PROTECT AND MAINTAIN CATCH BASIN (TYP.)
INLET PROTECTION (TYP.)
LIMIT OF WORK
R&D EXISTING TREE
SAWCUT (TYP.)
R&D ASPHALT (TYP.)
24' CONSTRUCTION GATE (TYP.)
STABILIZED CONSTRUCTION ENTRANCE
CONTINUE ON SHEET C-1.02
MPA MARGULIES PERRUZZI ARCHITECTS
Design for the way you work.



Project Recommendations

Initial site recommendations

- Determine parking lot Minimum parking that is needed to support zoning for existing use or mixed-use development current zoning requires 2 spaces for every 1,000 sf. For a Total of 2,200 for the entire complex
- Use Permeable pavers in non high traffic areas, consider interlocking concrete pavers
- Implement bioswales in main area, if design limits amount focus design along Mill pound
- Use native plants in all aspects of the design and have interruptive signage
- Implement constructed wetlands along mill pound include wetland walk for recreation and education, include interruptive signage
- Add handicapped parking at entrance of parking area for weekend framers Market

- Water Quality
  - Ecological

Bioretention Swales

Stormwater Management

Permeable pavement

- Energy Savings
- Avoided Damages and investment
- Public Health/Safety
- Water Quality
- Ecological



Stormwater Management

Constructed wetlands

- Avoided Damages and investment
- Sequestration/ CHG Mitigation
- Recreation

Project Recommendation Approach

Community and Regional Engagement and Center for Learning

Town Agencies and committee's

Private Partners

Community Partners

Education Institutions

UMassAmherst
The Conway School
Local Community Colleges
High School and Grade school

- Project based learning
- Project design
- Project construction and oversite
- Community relations
- Ongoing study on the results of green infrastructure
- Ecology research
- Water quality testing



Next Steps – Deeper Investigation

- Partner with current owner of property to understand long-term use and zoning status of the of Mill & Main complex be. Will it stay zoned as commercial space or convert into a mixed-use development
- Determine and agree upon an expectable amount of parking for either current zoning status or mixed-use.
- Research funding methods for redevelopment consider public, private, and foundation grants- understand feasibility of funding
- Engage with UMassAmherst and The Conway School to establish and define project partnership opportunities. consider, design, construction, community development, ecology and conservation research and design
- Based on funding research develop preliminary working budget, challenges and opportunities
- Develop ideation concept with community and stakeholder groups

To: Town Council

This project was completed during my tenure in the Master of Natural Resources program at Virginia Tech. The project was to help support Arlington County as they deliberated between adopting a Community Energy plan or a Climate Action Plan.

Working as part of a four-member team, we conducted extensive research on existing Climate Action Plans (CAP) programs. Leveraging my expertise in consulting and communications, I took the lead in shaping our analytical approach and was responsible for conceptualizing and producing the final document.

The document is an example of my strategic and communication abilities. I hope this provides further insight into my qualifications.

Best regards,

Irene White

COMMUNITY ENERGY PLAN vs. CLIMATE ACTION PLAN

An Analysis for Arlington County, Virginia





Irene White

11/30/2021

AGENDA

- Introductions
- Situation Overview
- Our Methodology
- Allington's Community Energy Plan
- Highly Rated and Similar Attribute Climate Action Plan Overviews
- Recommendations
- Recommended Actions
- Appendix





- Arlington has long been known for its forward-thinking style of urban planning and was one of the first municipalities in the country to adopt governmental emissions reduction targets.
- Since the adoption of Arlington's Community Energy Plan, the energy landscape has changed dramatically, including passage of the Virginia Clean Economy Act and the reduced cost of renewable energy.
- Awareness of climate change is widespread and more people are worried about its impacts. 78% of Arlingtonians report being worried about climate change and 67% feel it is the responsibility of local government to do something about it.
- Many of Arlington's peer municipalities are adopting comprehensive Climate Action Plans.
- Arlington County is being called upon by residents to strengthen its climate mitigation plans and strategies.





Community Energy Plan vs. Climate Action Plan

- Deep understanding of Arlington's current Community Energy Plan
- Arlington's goals exploring a Climate Action Plan vs. staying with the existing Community Energy Plan
- Research on gold-standard Climate Action Plans
- Research on Climate Action Plans with similar demographic and climatic attributes
- Understanding of the Arlington community's climate requests and the State political terrain
- Gap analysis between Arlington's existing CEP and recommended CAPs
- Recommendations for augmentation to existing CEP or developing a CAP



Arlington is already a leader in municipal energy and environmental conservation:

- Between 2007 and 2016, Arlington Co. reduced community GHG emissions by 24%
- Established Virginia's first Commercial Property Assessed Clean Energy (PACE) program
- Established a Green Building Incentive Program to trade density allowances for green building practices and on-site RE installation
- Is the first community in the country to have earned USGBC's LEED Platinum Community Certification
- Is developing a community-wide Zero Waste Plan
- Has a robust plan in place to reduce stormwater runoff and point-source pollution into the nearby Chesapeake Bay

Arlington County - Looking Towards the Future

2007

Arlington Initiative to Reduce Emissions (AIRE)

Arlington County established the Arlington Initiative to Reduce Emissions (AIRE) with the goal of reducing the county government's emissions by 10% by 2012.

The County exceeded this goal despite a 17% increase in the square footage of county buildings, economic prosperity in the county, and increased population - this inspired officials to increase their emissions reductions goals.

2013

Through CEP implementation and partnership with community stakeholders, Arlington County has reduced its emissions 24% since 2007 (2016 GHGI), despite a 10% increase in county population.

Community Energy Plan (CEP)

In 2013, Arlington County developed and adopted a Community Energy Plan (CEP) as part of its broader Comprehensive Plan, with the goal of reducing total GHG emissions 70% by 2050.

2019

Updated CEP

In 2019, Arlington County updated its CEP with the goal of Carbon Neutrality by 2050. Innovation, evolving conditions in the energy sector and state-level regulatory changes have made this a realistic goal for the county

Increasing awareness and urgency to address climate change is causing many county residents to push for still more aggressive goals. Many are calling to change the CEP to a more comprehensive Climate Action Plan.

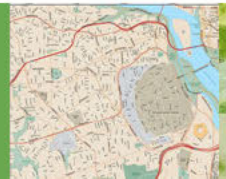
2020

In 2021, 78% of Arlington County residents reported being worried about climate change. 67% feel it is the responsibility of local government officials to do more about global warming.

Virginia Clean Economy Act

In 2020, the Virginia Legislature passed the Virginia Clean Energy Act, which put into effect a state-wide Clean Energy Standard, mandating 100% renewable energy by 2050. There are also provisions for increased energy efficiency standards and expanded access to rooftop solar.

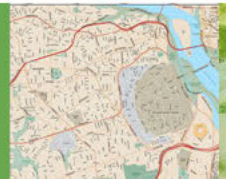
CEP Strategies	Buildings and Efficiency	Energy Resilience	Renewable Energy
Initiatives and Programs	Buildings account for over 60% of energy consumption in Arlington County. In order to reach carbon neutrality, increasing the efficiency of all buildings is critical. • C-PACE Program • Green Building Incentive Program • Green Home Choice Program • Solar Co-Op Program • Complete SWA Building Electrification Measures Study • Encourage greater energy efficiency and the use of lower-carbon fuels in buildings (1-2 yrs.) • Enhance the Form Based Code to incorporate energy targets (3-5 yrs.) • Increase the number of Energy Star labeled building to 80 by 2025 (3-5 yrs) • Reduce the urban heat island effect by promoting 'cool construction practices and biophilic design (3-5 yrs) • Develop energy efficiency leases or service agreements (3-5 yrs.) • Initiate energy efficiency pilot programs that address entire neighborhoods (6-10) • Create building energy asset rating system (10+)	Arlington's CEP views energy resilience as a key part of its emissions reduction plans emphasizing reliability and security. Hardening the grid and local energy supply, energy storage, microgrids, and preserving forest cover are all part of this strategy. • Solar Assessments to identify highest-capacity potential for Government buildings • Invest in on-site renewables and storage at power-critical facilities and new County projects (1-2 yrs.) • Create an implement the Energy Assurance Plan (1-2 yrs.) • Collaborate with utility companies on investments and expansion of smart grids (3-5 yrs.) • Optimize the use of State resources and PPPs to ensure the continuity of key government services. (3-5 yrs.) • Study the feasibility of using EV battery power as a resiliency tool (3-5 yrs.)	A combination of on-site generation, storage, PPAs, and energy efficiency measures will get Arlington to its goal of 100% renewable energy by 2050. • Facilitate group/bulk purchases of renewable energy (1-2 yrs.) • Use PPAs, VPPAs, and green power purchases to meet Renewable Energy Targets • Facilitate renewable energy installations for low to moderate income homes
GHG Reduction by 2030 (MTCO2e)	**~122,000 MTCO2e (12%)**	**N/A**	**~427,000 MTCO2e (42%)**







CEP Strategies	Transportation	Governance	Education and Behavioral Change
Initiatives and Programs	Transportation currently accounts for 36% of Arlington's GHG Emissions. • Develop Arlington County EVSE Rate Ordinance • Implement grant award for APS school buses • Work with Federal, State, and regional partners to address transportation and transit issues (1-2 yrs.) • Facilitate the growth of EV charging infrastructure in Arlington and the region (1-2 yrs.) • Integrate fuel efficiency and EV considerations into replacement plan for the County fleet (1-2 yrs.) • Support Master Transportation Plan implementation (1-2 yrs.) • Produce a Decarbonization of Transportation Plan (1-2 yrs.) • Update the County's vehicle idling policy (1-2 yrs.) • Ensure equitable access to clean transportation choices (3-5 yrs.) • Explore opportunities for connected and autonomous vehicles (6-10)	• Formalize Intra-County Climate, Energy, and Resilience Working Group • Enhance the County's whole-of-government approach to addressing energy matters (1-2 yrs.) • Eliminate regulatory, legislative, and transactional barriers to fully implement the CEP (1-2 yrs.) • Participate in the DoE Better Buildings Challenge (1-2 yrs.) • Promote energy efficiency, use of renewable power, and lower carbon fuels in County buildings and operations (1-2 yrs.) • Update and implement O&M and Sustainability plans for County projects (1-2 yrs.) • Track and report CEP implementation progress (1-2 yrs.) • Promote use of advance building energy management practices in County facilities (1-2 yrs.) • Track and capitalize on Federal funding opportunities • Create higher density zoning, affordable housing, and location of key facilities near housing (3-5 yrs.) • Ensure equitable access to all CEP activities (3-5 yrs.) • Retain existing and attract new businesses and jobs through establishing Arlington as a clean energy hub	• Increase community knowledge on energy matters and CEP implementation (1-2 yrs.) • Partner with non-profit groups that provide training in renewable energy system installation and maintenance • Encourage the use of IT and Smart Building Energy Management in homes and businesses. • Develop energy competitions, recognition, and awards programs (6-10) • Strengthen partnerships with the Arlington Career Center, local colleges and Universities (6-10) • Encourage point-of-sale energy audits and sharing of energy usage data (10+)
GHG Reduction by 2030 (MTCO2e)	**~325,340 MTCO2e (32%)**	**N/A**	**N/A**







VOICES FROM THE COMMUNITY

We need a whole-of-government approach to Climate Action

We want more resources for community engagement and education

We want you to strengthen our position on electrification - both for buildings and the county vehicle fleet











"...recommending that the County create a high-level staff person to address environmental issues comprehensively and to resolve conflicts in County priorities with transparency and integrity..."

EcoAction Arlington

"Everyone is doing their job, but it is no one's job, at a senior level, to be the climate leader, or to have expertise in this complex field. The result is that climate and environmental protection do not have a seat at the high-level table when decisions are made."

C2E2 Commission

"The County should budget for robust citizen education and participation in all environmental efforts."

EcoAction Arlington

"{C2E2 recommends} the creation of a one-stop shop to connect residents, businesses, and building owners with information and resources to decarbonize their homes and businesses."

C2E2 Commission

"C2E2 is also very concerned over the apparent unwillingness of the County government to commit to full electrification of County operations, particularly for its buildings"

C2E2 Commission

"Beginning in FY22, every new sedan purchased by the County should be a ZEV. This will result in a gradual transition of the sedan fleet to all ZEV over the coming decade."

Sierra Club



Climate Action Plans Overview

Marin County, CA - Portland, OR - Montgomery County, MD - Washington, DC - Jersey City, NJ

CAP Strategies	Low Carbon Transportation	Renewable Energy & Electrification	Energy Efficiency	Waste Reduction
Initiatives and Programs	• Zero Emission Vehicles • Bicycling and Micro Mobility • Safe Routes to School Public • Transit • SMART Train • Employee Trip Reduction • Traffic System Management and Vehicle Idling • Smart Growth Development • Zero Emission Landscape Equipment • Zero and Low Emission City Vehicles • Low Carbon Fuels • County Employee Commute • Municipal Zero Emission Landscape Equipment • and Small Off-Road Engines	• Renewable Energy Generation and Storage • GHG-Free Electricity • Building and Appliance Electrification Innovative Technologies Community Resilience Hubs Microgrid Pilot Project • Solar Energy and Storage Systems for County Buildings • Municipal 100% Renewable All-Electric Municipal Buildings	• Energy Efficiency Programs • Energy Audits • Cool Pavement and Roofs • Green Building Reach Code • Public Lighting • Efficiency Audit and Retrofits in County Buildings Conservation in County Buildings	• Commercial Organic Waste • Residential Organic Waste • Construction & Demolition and Self-Haul Waste • Mandatory Waste Diversion • Waste Processing Infrastructure • Extended Producer Responsibility • Inorganic Waste • Biomass Study/Recovery Pathways • Waste from County



CAP Strategies	Water Conservation	Consumption-Based Emissions	Adaptation and Community Resiliency	Community Engagement and Empowerment
Initiatives and Programs	• Community Water Use • Municipal Water Use	• Low Embodied Emission & Carbon Sequestering Building Materials Deconstruction • Buy Clean Requirements:Low-Embodied Emission & Carbon Sequestering Building Materials Consider developing policies and programs that build on the success of the low carbon concrete ordinance,	• Ensure fair and robust inclusion of lower-income households and diverse communities in the planning and response to climate change impacts, including sea level rise, wildfire, public health, and emergency preparedness. • Support and integrate Climate Action Planning and implementation with the ongoing adaptation efforts of C-SMART and BayWAVE. • Coordinate and integrate Climate Adaptation Planning consistently throughout related County plans, including but not limited to the Countywide Plan and its Safety Element, Local Hazard Mitigation Plan (LHMP), sea level rise adaptation plans, Community Wildfire Protection Plan, Local Coastal Plan and emergency and capital improvement plans. • Collaborate with cities within the County, as well as special districts, and subregional bodies such as Transportation Authority of Marin to coordinate and integrate planning. 5. Adopt a comprehensive climate change adaptation plan that prepares for and responds to the expected impacts of climate change.	• Community Education • Resilient CE Neighborhoods Climate Preparedness and Reduction (CPR) for the Planet • Community Engagement Advocacy via Drawdown Marin • CEC5 Green Businesses • CEC6 Carbon Offsets



CAP Strategies	Low Carbon Transportation	Renewable Energy & Electrification	Energy Efficiency	Waste Reduction
Initiatives and Programs	**2030 Goals** • Create vibrant neighborhoods where 80 percent of residents can easily walk or bicycle to meet all basic daily, non-work needs and have safe pedestrian or bicycle access to transit. • Reduce daily per capita vehicle miles traveled by 30 percent from 2008 levels. • 5 Improve the efficiency of freight movement within and through the Portland metropolitan area. • 6 Increase the fuel efficiency of passenger vehicles to 40 miles per gallon and manage the road system to minimize emissions. 7 Reduce lifecycle carbon emissions of transportation fuels by 20 percent. **Strategies** • Since 1990, the Portland region has added and expanded four major light rail lines and the Portland Streetcar, as well as over 260 miles of bikeways. • Expand Electric Car Charging Stations • Improve efficiencies in freight and industrial shipping • Expand high speed regional rail • Expand public transport on East Portland, a historically neglected area • Concentrating growth and density in places public transportation currently serves	• Advocate for statewide carbon tax • Electricity Supply — a) Collaborate with Portland General Electric, Pacific Power, customers and stakeholders to reduce the carbon content in Portland's electricity mix by 3 percent per year. b) Communicate with utilities and the Oregon Public Utility Commission on the critical importance the City and County place on reducing the carbon content of electricity delivered to the City, County and other customers. c) Mitigate potential cost burdens to low-income households principally through efficiency measures that reduce energy use and cost. • Add another 15 megawatts of installed solar photovoltaic capacity. Motivate and assist households and businesses throughout the community to install solar. Revisit City solar access policy and regulations	**2030 Goals** • Reduce the total energy use of all buildings built before 2010 by 25 percent. • 2 Achieve zero-net carbon emissions in all new buildings and homes. • 3 Supply 50 percent of all energy used in buildings from renewable resources, with 10 percent produced within Multnomah County from on-site renewable sources, such as solar. **Strategies** • Implement weatherization requirement for all new buildings at point of sale • Implement commercial building benchmarking standards • Implement residential building energy performance ratings • Establish community partnerships and networks to ensure equitable access to energy efficiency resources • Establish city wide efficiency and renewable energy fund • Through improvements to the efficiency of City and County operations, including traffic lights, water and sewer pumps and building lighting systems, energy savings total over $6 million a year, approximately 25 percent of the City and County's energy bill.	**2030 Goals** • Reduce consumption-related emissions by encouraging sustainable consumption and supporting Portland businesses in minimizing the carbon intensity of their supply chains. 9 • Reduce food scraps sent to landfills by 90 percent. 10 Reduce per capita solid waste by 33 percent. 11 • Recover 90 percent of all waste generated. **Strategies** • Reduce consumption-related emissions by encouraging sustainable consumption and supporting Portland businesses in minimizing the carbon intensity of their supply chains. • Reduce food scraps sent to landfills by 90 percent. • Reduce per capita solid waste by 33 percent. • Recover 90 percent of all waste generated. • Portland's recovery rate is among the highest in the U.S. with 70 percent of all waste generated in Portland recovered through recycling, composting or anaerobic digestion. Portland has established a citywide objective of recovering 75 percent of all waste by 2015, but with • current technology, it is possible to recover more than 90 percent.






CAP Strategies	Water Conservation	Consumption-Based Emissions	Adaptation and Community Resiliency	Community Engagement and Empowerment
Initiatives and Programs	• Portland now has over 390 ecoroofs covering nearly 20 acres of rooftop, managing millions of gallons of stormwater each year • Unlike many communities in Oregon and other parts of the country, Portland is well positioned in terms of water supply.	**2030 Goals** • Reduce consumption-related emissions by encouraging sustainable consumption and supporting Portland businesses in minimizing the carbon intensity of their supply chains. 9 • Reduce food scraps sent to landfills by 90 percent. 10 • Reduce per capita solid waste by 33 percent. 11 Recover 90 percent of all waste generated. **Strategies** • Develop a sustainable consumption strategy to prioritize local government activities to support a shift to lower-carbon consumption patterns. • Use the Be Resourceful campaign to connect residents to information and resources to get the things they need. Key strategies include: a) Buy smart (plan before purchasing, buy local, give gifts of experience, purchase durable goods). b) Reuse. c) Borrow, share and rent items. d) Fix and maintain. • Partner with the Oregon Department of Environmental Quality to identify metrics to analyze and track the carbon intensity of the goods and materials produced in Multnomah County. b) Explore tools, strategies and performance measures to quantify economic, equity and environmental benefits of services that displace the need for new goods through reuse, repair and sharing. c) Continue to work with the Oregon Department of Environmental Quality on inventorying consumption-based carbon emissions for Multnomah County.	**2030 Goals** • Reduce risks and impacts from heat, drought and wildfire by preparing for hotter, drier summers with increased incidence of extreme heat days. 15 Reduce risks and impacts from flooding and landslides by preparing for warmer winters with the potential for more intense rain events. 16 Build City and County staff and community capacity to prepare for and respond to the impacts of climate change. • Reduce risks and impacts from heat, drought and wildfire by preparing for hotter, drier summers with increased incidence of extreme heat days. • Reduce risks and impacts from flooding and landslides by preparing for warmer winters with the potential for more intense rain events. • Build City and County staff and community capacity to prepare for and respond to the impacts of climate change. **Strategies** • Build community cooling centers • Aggressively target removal of invasive species • Utilize green infrastructure for flood management • Expand green spaces and ecosystem services through Natural area restoration and protection	**2030 Goals** • Engage communities, especially impacted under-represented and under-served populations, in the development and implementation of climate changerelated policies and programs. 18 • Motivate all Multnomah County residents and businesses to change their behavior in ways that reduce carbon emissions. **Strategies** • Engage communities, especially impacted under-represented and under-served populations, in the development and implementation of climate change-related policies and programs. • Motivate all Multnomah County residents and businesses to change their behavior in ways that reduce carbon emissions.



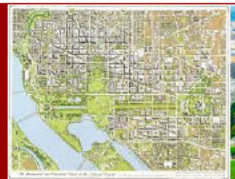
CAP Strategies	Low Carbon Transportation	Renewable Energy & Electrification	Buildings & Energy Efficiency	Stormwater Management and Water Conservation
Initiatives and Programs	Transportation Targets: 100% zero emissions transportation options, including all private and public vehicles by 2035. Reduce private vehicle trips from 75% to 60% by 2027. Double the proportion of bus, rail, and bike trips over the 2018 base level of total trips by 2035. In 2018, 42% of Montgomery County's GHG emissions came from the transportation sector. • Expand Public Transit • Expand Active Transportation and Micromobility Network • Private Vehicle Electrification Incentives and Disincentives • Constrain Cars in Urban Areas, Limit Major New Road Construction • Zero Emission Public and School Buses • Electrify County and Public Agency Fleets • Expand the Electric Vehicle Charging Network • Transportation Demand Management and Telework Strategies • Traffic Management Systems • Electric Vehicle Car Share Program for Low-Income Communities • Off-Road Vehicle and Equipment Electrification	Clean Energy Target: All electricity used in the County to be carbon-free by 2030. Electricity Sector accounted for 30% of MoCo emissions in 2018. • Community Choice Energy Program - MD has state laws in place to allow counties to aggregate electrical loads and negotiate rates with electricity suppliers. • Private Building Solar Photovoltaic Code Requirements - MoCo has proposed changes to its building code to require solar on new construction. • Promote Private Solar Photovoltaic Systems - According to Project Sunroof, 74% of buildings in MoCo are solar-viable. This program would create tax credits, grants, and other incentives to help solar adoption, along with outreach and education. • Public Facility Solar Voltaic Installations - in progress. • Advocate for a 100% Renewable Energy Portfolio by 2030 - Currently, MD's energy portfolio is required to be 50% renewable by 2030.	Buildings Target: Require newly constructed buildings to be all-electric. All new and existing buildings must be electrified or use carbon-free energy sources by 2035. In 2018, Buildings accounted for 50% of emissions in Montgomery County. • Electrification Requirements for Existing Commercial and Public Buildings • Electrification Requirements for Existing Residential Buildings • Energy Performance Standards for Existing Commercial and Multi-family Buildings • Electrification Incentives for Existing Buildings • All-Electric Building Code for New Construction • Disincentivize and/or Eliminate Natural Gas in New Construction • Net Zero Energy BUilding Code for New Construction	• Water Infrastructure Resilience • Repair and Enhancement of Stormwater Conveyance Systems • Stormwater Retention Credit Trading • Ban Stormwater Management Requirement Waivers • On-Site Water Reuse



CAP Strategies	Adaptation and Community Resiliency	Community Engagement and Empowerment	Carbon Sequestration	Climate Governance
Initiatives and Programs	• Temperature Monitoring and Alerts • Extreme Weather Energy Efficiency Building Code • Climate-Adapted Housing Incentives/Subsidies • Green/Cool/PV Roof and Pavement Code • Green Public Spaces • Harden Emergency Shelters and Install Resilience Hubs • Mold Protection and Remediation • Green Infrastructure • Climate Adapted Development Standards • Update Floodplain Maps • Water Supply Protection • Flood Rescue Resources • Expanded Community Gardens	• Montgomery County Green Bank • Public Outreach Campaign around Adaptation and Emissions Reduction using Evidence-Based Communication Strategies • Form a Climate Change Communication Coalition • Enhance MoCo. Gov't. Websites to Focus more Sharply on Climate Change • Establish a Community Justice Academy • Use the Climate, Energy, and Air Quality Advisory Committee as a Resource to Advise the County on Performance Metrics and Plan Implementation • Facilitate Ongoing Input from Community Members • Engage County Artists through Public Arts Installations to Raise Awareness, Discussion, and Action on Climate Change • Support the Efforts of Community Organizations and Businesses that Promote and Operationalize Equitable Climate Action • Establish a Statewide Coalition of Local Gov'ts. and Youth Groups to advocate for ambitions state-level climate policy • Establish Partnership with Federal Agencies on GHG Mitigation and Climate Resiliency • Advocate for the Continued Integration of Climate Change Education into the School Curriculum • Develop Sustainability Goals for Schools • Provide Professional Development for Educators on Climate Change Topics	Montgomery County cannot meet its emissions reduction goals without capturing and storing carbon through sequestration measures. • Retain and Increase Forests • Retain and Increase Tree Canopy • Restore and Enhance Meadows and Wetlands • Regenerative Agriculture • Restore Soil Fertility, Microbial Activity, and Moisture-Holding Capacity • Whole-System Carbon Management and Planning	Montgomery County is taking steps to infuse climate adaptation into all aspects of government. • Build Awareness about Climate Change among all MoCo Govt. Staff • Establish a Climate Change Academy to Integrate Climate Change Training into Professional Development of MoCo. Govt. Staff • Incorporate Climate Competencies into MoCo Gov't. Job Descriptions • Identify and Create New Positions needed for the MoCo Gov't. To complete this plan • Establish a Cross-Department Climate Innovation Lab • Designate Climate Ambassadors within Each County Department • Evaluate and Update County Plans, Codes, and Policies to account for Climate Risks • Evaluate and Update County Procurement and Operations to reduces GHG Emissions • Incorporate Climate Considerations into the County's Budgeting Process • Develop Financial Strategies for Implementing Climate Actions • Develop Climate, Energy, Health, and Equity Metrics and Data-Driven Reporting Processes



CAP Strategies	Low Carbon Transportation	Renewable Energy, Electrification, Energy Efficiency	Waste Reduction
Initiatives and Programs	2030 Goals • By 2032, increase use of public transit to 50% of all commuter trips in all wards. • By 2032, increase biking and walking to 25% of all commuter trips in all wards. • By 2032, reduce commuter trips made by car to 25%. • Reduce greenhouse gas emissions from transportation by 60%. Strategies • Expand high capacity transit on high ridership corridors. • Improve transit connections to employment and activity centers from underserved areas. • Grow the Capital Bikeshare program so that 75% of District residents have access to a station within a quarter mile of their home.	2030 Goals • By 2032, cut per capita energy use District-wide by 50%. • By 2032, increase renewable energy to make up 50% of the District's energy supply • By 2032, 100% of residents live within walking facility offering clean back up power to serve critical needs during power outages. Strategies • Expand regular tracking and disclosure of energy performance. • Replace all street and public lighting with high efficiency fixtures that protect public health, reduce light pollution, and do not harm wildlife. • Launch a program to accelerate deep energy retrofits in at least 20 percent of all buildings. • Reduce the use of fossil fuels for electricity generation and heating, and eliminate the dirtiest fuels by 2023. • Provide residents with renewable energy by default, sourced from regional wind and solar farms by 2023. • Use smart meters and smart grid infrastructure to collect data on electricity use.	2030 Goals • By 2032, reduce per capita waste generation by 15%. • By 2032, reuse 20% of all waste produced in the District. • By 2032, achieve 80% waste diversion citywide without the use of landfills, waste-to-energy or incineration. Strategies: • Develop a comprehensive Zero Waste plan with the objective of decreasing all citywide waste streams and achieving source reduction goals. • Expand current bans and fees on waste products like expanded polystyrene and disposable bags. • Work with surrounding jurisdictions to develop and implement a regional approach to reducing plastic waste. • Reuse or recycle 50% of all commercial construction waste. • Provide District Government-served households with three, right-sized bins for collecting compostable materials, recyclable items, and trash.

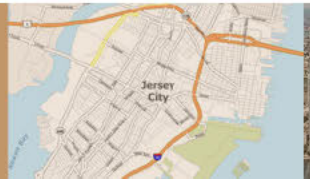




CAP Strategies	Water Conservation	Adaptation, Emissions, and Community Resiliency	Community Engagement and Empowerment	Agriculture and Working Lands-Mitigation
Initiatives and Programs	2030 Goals • By 2032, make 100% of District waterways fishable and swimmable. • By 2032, implement green infrastructure practices to capture, retain, or reuse stormwater from at least 10% of the District's land area. • By 2032, decrease per capita potable water use by 20%. • By 2032, ensure 100% of District residents have access to clean, affordable drinking water. Strategies • Create and adopt a salt management strategy for snow and ice removal that minimizes the use of road salt, and study alternatives to reduce Washington, DC's reliance on road salt. • Increase public access to water quality monitoring data for public waterways and develop partnerships to expand the scope of water quality monitoring.	2030 Goals • By 2032, reduce greenhouse gas emissions by 50%. • By 2032, require 100% of new buildings, major infrastructure, and neighborhood plans to consider climate risks and identify adaptation solutions. Strategies • Report District emissions annually to track the reductions that can be attributed to specific initiatives. • Measure and eliminate methane gas leaks into the atmosphere throughout the District. • Evaluate and reduce the vulnerability of the District's transportation, energy, water, and telecommunications infrastructure to the anticipated impacts of climate change. • Require all new development projects to assess climate risks and incorporate climate adaptation solutions. • Fully implement and regularly update the Climate Ready DC plan, the District's plan to adapt to the changing climate.	Strategies • Dedicate District Government staff and funding to implement the Sustainable DC 2.0 plan, track progress, and make results publicly available. • Ensure that all Sustainable DC 2.0 Plan actions promote population health to address health disparities. • Create an Equity Impact Committee to guide equity in the development and implementation of the Sustainable DC 2.0 plan. • Develop an Equity Impact Assessment Tool to help the District immediately address racial inequities related to sustainability. • Focus community engagement on communities that have been historically underrepresented.	2030 Goals • By 2032, put 20 additional acres, including public right of way and rooftops, under cultivation for growing food. • By 2032, ensure that 75% of low-income residents live within a quarter mile of a quality full-service grocery store, with a focus on underserved communities. • By 2032, expand the food sector of the economy by 2,000 jobs that pay a living wage, offer safe working conditions, promote sustainability, and increase healthy food access for residents. • By 2032, reduce food waste by 60%. Strategies • Implement the "Urban Farming and Food Security Act" and expedite the process to make public and private lands available for a variety of urban agriculture uses. • Expand and promote food assistance programs at grocery stores, farmers markets, and corner stores citywide. • Collaborate regionally on the creation of a local food hub and other facilities for aggregation, processing, and distribution of local food products.

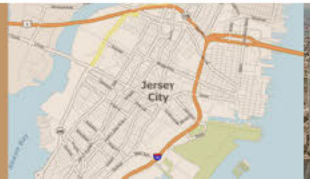


CAP Strategies	Low Carbon Transportation	Renewable Energy & Electrification	Energy Efficiency	Waste Reduction
Initiatives and Programs	• Expand bicycling infrastructure • Vision Zero Action Plan and Pedestrian Enhancement Plan • Temporary street closure program • Rezone to encourage walkable neighborhoods throughout the City • Encourage development of mixed-use transit nodes in under-served, lower-density areas of the City • Complete city-wide parking study and implement recommendations • Work with NJ TRANSIT and PATH to increase frequency, reliability, and coverage of existing services • Explore new and innovative transit for areas of the city that have limited transit options • Partner with NJ TRANSIT to convert the bus fleet to 100 percent electric by 2035 • Implement 'rapid bus transit' along key corridors • Increase the availability of Electric Vehicle (EV) charging infrastructure throughout the City • By 2030, require 100 percent of all new eligible municipal fleet vehicles to be electric • Deploy additional municipal fleet efficiency strategies • Expand commute trip reduction programs for city employees and encourage private employers to do the same • Incentivize businesses to increase telecommuting and transition to a 4-day work week • Work with the State to develop an e-mobility program. • Expand ferry service and identify additional multi-modal transportation options to cross the Hudson River	• By 2022, require all new buildings over 25,000 square feet to be demand response, solar and EV ready. • By 2022 require all new buildings over 25,000 square feet to utilize their roof for solar panels, a green roof, or a cool roof • Streamline and clarify the permitting process for building mounted solar panel systems • By the end of 2021, complete an assessment of solar generation potential on all municipal properties • Work with NJ Board of Utilities and NJDEP to identify opportunities for micro grids and locating renewable energy with storage at critical facilities beginning in 2022 • Adopt significant renewable energy requirements for utilities, and developing model energy codes	• Create a one-year energy task force for recommendations on goals for commercial, industrial and multifamily buildings. • Energy benchmarking for all buildings over 25,000 square feet in 2023 • Ensure that energy efficiency upgrades by landlords do not negatively impact low- and moderate-income tenants • Develop a multilingual program to help residents and businesses navigate existing state and utility efficiency incentives and financing opportunities • Provide training to building inspectors to ensure energy code enforcement • Establish a Community Solar program that provides solar power opportunities to renters, low-income homeowners, and others who are not able to install solar panels on their own home • Work with contractors, unions, trade schools, and the local community college to develop clean energy workforce opportunities and training programs • Require all new construction for municipal buildings to meet consistent energy efficiency standards and require all buildings occupied by municipal operations in a long-term capacity to be Energy star certified. • Require 100% clean energy for municipal facilities by 2030. Of this energy mix, at least 50% should be renewable energy by 2025, and at least 80% should be renewable by 2030	• Develop a Zero Waste Plan • Expand and improve waste reduction education programs • Facilitate material reuse and exchange opportunities throughout the community • Develop policies to reduce single-use plastics and other disposable items • Promote programs designed to advance sustainable business practices • Institute construction reuse, diversion and recycling policy • Expand recycling education efforts in Jersey City and enforce mandatory recycling for residents and businesses • Expand the NJ Food Waste Mandate to encompass smaller institutions and businesses by 2025 • Work with the County and State to provide educational opportunities for City residents disposing of hazardous and problematic items • Expand residential composting opportunities for food waste and yard waste • Establish a municipal solid waste diversion rate target • Develop a plan to implement Environmentally Preferable Purchasing (EPP) practices within municipal operations • Encourage the State, County, and PVSC to explore biomass resources as a renewable regional energy source • Pursue opportunities to reduce water usage and increase efficiency in wastewater treatment






CAP Strategies	Water Conservation	Consumption Based Emissions	Adaptation and Community Resiliency	Community Engagement and Empowerment
Initiatives and Programs	• Utilize existing incentive programs to retrofit municipal buildings for water efficiency without upfront capital investment • Pursue opportunities to reduce water usage and increase efficiency in wastewater treatment • Explore programs to assist homeowners with water conservation and water efficient fixtures • Consider changing residential rate structures to encourage conservation and reduce burden on low-income customers ○ Volumetric sewer charges (rather than flat charge) ○ Reduced reliance on fixed charges ○ Inclining block rates • Converting space and water heating in the residential and commercial buildings to electric heat	• By powering our built environment and reducing emissions transportation we can reduce GHG emissions by 2.9 million metric tons of carbon dioxide-equivalent emissions • Business as usual will rise GHG emissions by 30 percent by 2050 • Reduce energy usage and carbon emissions in new and existing homes, multi-family buildings, commercial, and industrial buildings	• Improve energy security and affordable access to clean energy while minimizing displacement • Increase access to active transportation, such as walking and bicycling, and public transit options that are affordable and low or zero emission • Expand and improve access to parks and public green spaces • Reduce the risks and impacts of air pollution, flooding, and extreme heat	• Local governments seek to ensure more equal access to public services and infrastructures for all local residents – independent of factors like age, neighborhood, income, social group or language • The more programs are designed with, rather than for, residents, including all voices across the city and involving those affected early on, the more they meet local needs and generate long term impacts • To offer fair perspectives for all, local governments are targeting ○ Improved access to quality education for all ○ Provision of career perspectives ○ Increased diversity in employment






CAP and CEP Strategies	Comparables	Low Carbon Transportation	Renewable Energy & Electrification	Energy Efficiency	Waste Reduction	Water Conservation	Stormwater Management	Consumption-Based Emissions	Adaptation and Community Resiliency	Community Engagement and Empowerment	City Greening, Urban Forests, and Agriculture - Mitigation and Sequestration
Arlington CEP	Arlington County, VA								*Included (Energy Related Only)*		
Highly Rated CAPS	Marin County, CA										
	Montgomery County, MD										
CAP's With Similar Attributes	Portland, OR										
	Washington, DC										
	Jersey City, NJ										

Included Strategy | Not Included Strategy

Gap Analysis: Arlington Community Energy Plan compared existing Climate Action Plans

Climate Action Strategies included in either County Comprehensive Plan or Community Energy Plan

Stormwater Management

Low Carbon Transportation



Energy Efficiency

Renewable Energy & Electrification

City Greening and Urban Forests

Waste Reduction

Climate Action Plan Strategies not included in today's Plan but recommended

Adaptation and Community Resiliency

Community Engagement and Empowerment

Water Conservation

Not Recommended

Consumption-Based Emissions

Building Blocks for Climate Action

Adopt a whole-of-government approach to climate change

- Transition from a Community Energy Plan to a Climate Action Plan

  Key Focus Areas:

  - Building Electrification
  - Water Conservation
  - Community Engagement and Empowerment
  - Adaptation & Community Resiliency

- Oversight: Introduce new role of Chief Climate officer

Recommendations





Arlington has been a leader in energy conservation and municipal emissions reduction since 2007. In order to stay at the forefront of climate mitigation and community resiliency, we believe it would be beneficial to develop a Climate Action Plan. This would infuse climate change considerations into all aspects of County governance and strengthen the relationship between citizens and county government.

The following identifies four strategies that should be included in the CAP development, along with specific tactics we feel should be prioritized.

Arlington CEP - Energy Efficiency & Building Electrification

The CEP Roadmap encourages greater energy efficiency and the use of *lower-carbon fuels* in buildings - full building electrification is not required.

On-Site RE generation is incentivized through County Programs, but not yet included in local building codes.

The County currently engages in local aggregation and cross-jurisdictional aggregation for consolidating Power Purchase Agreements

Highly Rated CAPs - Energy Efficiency & Building Electrification

Marin County, CA	• **Energy Audits** • Cool Pavement and Roofs • Green Building Reach Code • Public Lighting • Efficiency Audit and Retrofits in County Buildings Conservation in County Buildings
Portland, OR	• Through improvements to the efficiency of operations, including traffic lights, water and sewer pumps and building lighting systems, energy savings total over $6 million a year, approximately 25 percent of the City's energy costs • **Commercial and residential building efficiency benchmarking**
Montgomery County, MD	• Building code changes have been proposed to require solar on all new construction - public and private. • **Electrification Requirements for Existing Commercial and Public Buildings** • **Electrification Requirements for Existing Residential Buildings**

Prioritize

Recommended Actions: Energy Efficiency & Building Electrification

Arlington CEP - Energy Efficiency & Building Electrification

The CEP Roadmap encourages greater energy efficiency and the use of *lower-carbon fuels* in buildings - full building electrification is not required.

On-Site RE generation is incentivized through County Programs, but not yet included in local building codes.

The County currently engages in local aggregation and cross-jurisdictional aggregation for consolidating Power Purchase Agreements

Similar Attribute CAPs -Energy Efficiency & Building Electrification

Washington, DC	• **Expand regular tracking and disclosure of energy performance.** • Replace all street and public lighting with high efficiency fixtures that protect public health, reduce light pollution, and do not harm wildlife. • **Launch a program to accelerate deep energy retrofits in at least 20 percent of all buildings.**
Jersey City, NJ	• **Work with the state to pursue legislative action to require all new buildings over 50,000 square feet to meet net-zero carbon emissions by 2025** • Explore municipal energy aggregation with the goal of providing 100% clean energy to all Jersey City residents by 2035, and at least 80% renewable energy by 2050 • Encourage the state to implement action items in the NJ Energy Master Plan, including Property-Assessed Clean Energy financing • Utilize New Jersey Energy Savings Improvement Program (ESIP) and other New Jersey Clean Energy Program incentives to retrofit municipal buildings and park lighting for energy and water efficiency with minimal upfront capital investment

Prioritize

Recommended Actions: Energy Efficiency & Building Electrification

Arlington - Water Conservation

Arlington has a leak detection program that assists residents and homeowners to find and remediate leaks.

Arlington also has a High Usage surcharge program to deter residents and businesses from wasting water.

Highly Rated CAPs - Water Conservation

Marin County, CA	WC-C1: Community Water Use Reduce indoor and outdoor water use in residential and commercial buildings and landscaping. • Work with water districts and other organizations to promote water conservation programs and incentives. • **Educate residents and businesses about local and State laws requiring retrofit of non-compliant plumbing fixtures during remodeling and at resale.** • Ensure all projects requiring building permits, plan check, or design review comply with State and water district regulations. • **Encourage the installation of greywater and rainwater collection systems and the use of recycled water where available through ordinance and/or engagement campaigns.** • Investigate potential on-bill financing for water conservation measures, such as BayREN's Water Upgrades Save Program. • Encourage water districts to upgrade water meters to facilitate more granular and real-time water tracking data to better understand water use and detect leaks. WC-M1: Municipal Water Use Reduce indoor and outdoor water use in municipal facilities and operations. • Replace high water use plants and inefficient irrigation systems with water-efficient landscaping. • Investigate site appropriateness and life cycle impacts of synthetic turf that uses organic infill for ball fields and parks to reduce water, herbicide use, and maintenance costs, while increasing field use throughout the year. • **Replace inefficient plumbing fixtures with high-efficiency fixtures.**
Portland, OR	• **390 ecoroofs covering nearly 20 acres of rooftop, managing millions of gallons of stormwater each year**
Montgomery County, MD	• Water Infrastructure Resilience • Repair and Enhancement of Stormwater Conveyance Systems • Stormwater Retention Credit Trading • Ban Stormwater Management Requirement Waivers • On-Site Water Reuse

Prioritize

Recommended Actions: Water Conservation

Arlington - Water Conservation

Arlington has a leak detection program that assists residents and homeowners to find and remediate leaks.

Arlington also has a High Usage surcharge program to deter residents and businesses from wasting water.

Similar Attribute CAPs - Water Conservation

Washington, DC	• Install and maintain four million new square feet of green roofs. • Incorporate neighborhood-scale stormwater collection into large scale planning efforts early in the redevelopment process, including public right of way and parks. • **Update the District building codes to increase water-efficiency standards and allow the use of alternative water systems.**
Jersey City, NJ	• Utilize existing incentive programs to retrofit municipal buildings for water efficiency without upfront capital investment • Pursue opportunities to reduce water usage and increase efficiency in wastewater treatment • Explore programs to assist homeowners with water conservation and water efficient fixtures • Consider changing residential rate structures to encourage conservation and reduce burden on low-income customers ◦ Volumetric sewer charges (rather than flat charge) ◦ Reduced reliance on fixed charges ◦ Inclining block rates • Converting space and water heating in the residential and commercial buildings to electric heat

Prioritize

Recommended Actions: Water Conservation

Arlington - Community Engagement & Empowerment

During development of its CEP, Arlington County involved the community through Civic Engagement Meetings and the formation of the Community Energy and Sustainability Task Force. The C2E2 Commission was allowed to participate in the development of the CEP Roadmap.

Arlington's CEP currently covers Community Engagement under the Roadmap Goal of "Education and Behavior Change". Current plans seek to Increase community knowledge on energy matters and CEP implementation and to facilitate partnerships with non-profit groups that provide training in renewable energy system installation and maintenance.

The roadmap includes several longer term programs for engaging the public in energy savings measures, but they need further development.

Community involvement is not infused throughout the plan to the same extent it is in other municipality's CAPs.

Highly Rated CAPs - Community Engagement & Empowerment

Marin County, CA	• Strategy Community Education CEC • Resilient CE Neighborhoods • Climate Preparedness and Reduction for the Planet • Community Engagement Advocacy via Drawdown Marin • Green Businesses Carbon Offsets
Portland, OR	• **Engage communities, especially impacted under-represented and under-served populations, in the development and implementation of climate change-related policies and programs.** • Motivate all Multnomah County residents and businesses to change their behavior in ways that reduce carbon emissions
Montgomery County, MD	• **Public Outreach Campaign around Adaptation and Emissions Reduction using Evidence-Based Communication Strategies** • Form a Climate Change Communication Coalition • Enhance MoCo. Gov't. Websites to Focus more Sharply on Climate Change • Establish a Community Justice Academy • Use the Climate, Energy, and Air Quality Advisory Committee as a Resource to Advise the County on Performance Metrics and Plan Implementation • **Facilitate Ongoing Input from Community Members** • Engage County Artists through Public Arts Installations to Raise Awareness, Discussion, and Action on Climate Change • Support the Efforts of Community Organizations and Businesses that Promote and Operationalize Equitable Climate Action • Establish a Statewide Coalition of Local Gov'ts. and Youth Groups to advocate for ambitions state-level climate policy • **Establish Partnership with Federal Agencies on GHG Mitigation and Climate Resiliency** • Advocate for the Continued Integration of Climate Change Education into the School Curriculum • Develop Sustainability Goals for Schools • **Montgomery County Green Bank** • Provide Professional Development for Educators on Climate Change Topics

Prioritize

Recommended Actions: Community Engagement & Empowerment

Arlington - Community Engagement & Empowerment

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Similar Attribute CAPs - Community Engagement & Empowerment

Washington, DC	• Dedicate District Government staff and funding to implement the Sustainable DC 2.0 plan, track progress, and make results publicly available. • Ensure that all Sustainable DC 2.0 Plan actions promote population health to address health disparities. • **Create an Equity Impact Committee to guide equity in the development and implementation of the Sustainable DC 2.0 plan.**
Jersey City, NJ	• Local governments seek to ensure more equal access to public services and infrastructures for all local residents – independent of factors like age, neighborhood, income, social group or language • The more programs are designed with, rather than for, residents, including all voices across the city and involving those affected early on, the more they meet local needs and generate long term impacts • To offer fair perspectives for all, local governments are targeting ○ Improved access to quality education for all ○ Provision of career perspectives ○ Increased diversity in employment

Prioritize

Recommended Actions: Community Engagement & Empowerment

Arlington - Adaptation & Community Resiliency

Arlington's CEP is focused on energy resilience, security, and reliability. Hardening the grid and local energy supply, energy storage, microgrids, and preserving forest cover are all part of this strategy.

Solar Assessments for Government buildings and on-site renewables and storage at power-critical facilities are currently in the works.

Elements of adaptation and resiliency planning appear in other areas of the Comprehensive Plan, but there is no singular plan in place specifically focused on climate adaptation and community resiliency

Highly Rated CAPs - Adaptation & Community Resiliency

Marin County, CA	• **Ensure fair and robust inclusion of lower-income households and diverse communities in the planning and response to climate change impacts, including sea level rise, wildfire, public health, and emergency preparedness.** • Support and integrate Climate Action Planning and implementation with the ongoing adaptation efforts of C-SMART and BayWAVE. • Coordinate and integrate Climate Adaptation Planning consistently throughout related County plans, including but not limited to the Countywide Plan and its Safety Element, Local Hazard Mitigation Plan (LHMP), sea level rise adaptation plans, Community Wildfire Protection Plan, Local Coastal Plan and emergency and capital improvement plans. • Collaborate with cities within the County, as well as special districts, and subregional bodies such as Transportation Authority of Marin to coordinate and integrate planning. 5. Adopt a comprehensive climate change adaptation plan that prepares for and responds to the expected impacts of climate change.
Portland, OR	• **Build community cooling centers** • Aggressively target removal of invasive species • **Utilize green infrastructure for flood management** • Expand green spaces and ecosystem services through Natural area restoration and protection
Montgomery County, MD	• **Temperature Monitoring and Alerts** • Extreme Weather Energy Efficiency Building Code • Climate-Adapted Housing Incentives/Subsidies • Green/Cool/PV Roof and Pavement Code • Green Public Spaces • **Harden Emergency Shelters and Install Resilience Hubs** • Mold Protection and Remediation • Climate Adapted Development Standards • Update Floodplain Maps • **Water Supply Protection** • Flood Rescue Resources • Expanded Community Gardens

Prioritize

Recommended Actions: Adaptation & Community Resiliency

Arlington - Adaptation & Community Resiliency

Arlington's CEP is focused on energy resilience, security, and reliability. Hardening the grid and local energy supply, energy storage, microgrids, and preserving forest cover are all part of this strategy.

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Similar Attribute CAPs - Adaptation & Community Resiliency

Washington, DC	• Evaluate and reduce the vulnerability of the District's transportation, energy, water, and telecommunications infrastructure to the anticipated impacts of climate change. • Improve emergency and community preparedness to respond to climate change events including extreme heat, storms, and flooding, with a focus on the most at-risk populations • **Require all new development projects to assess climate risks and incorporate climate adaptation solutions.**
Jersey City, NJ	• Improve energy security and affordable access to clean energy while minimizing displacement • Increase access to active transportation, such as walking and bicycling, and public transit options that are affordable and low or zero emission • Expand and improve access to parks and public green spaces • Reduce the risks and impacts of air pollution, flooding, and extreme heat

Prioritize

Recommended Actions: Adaptation & Community Resiliency

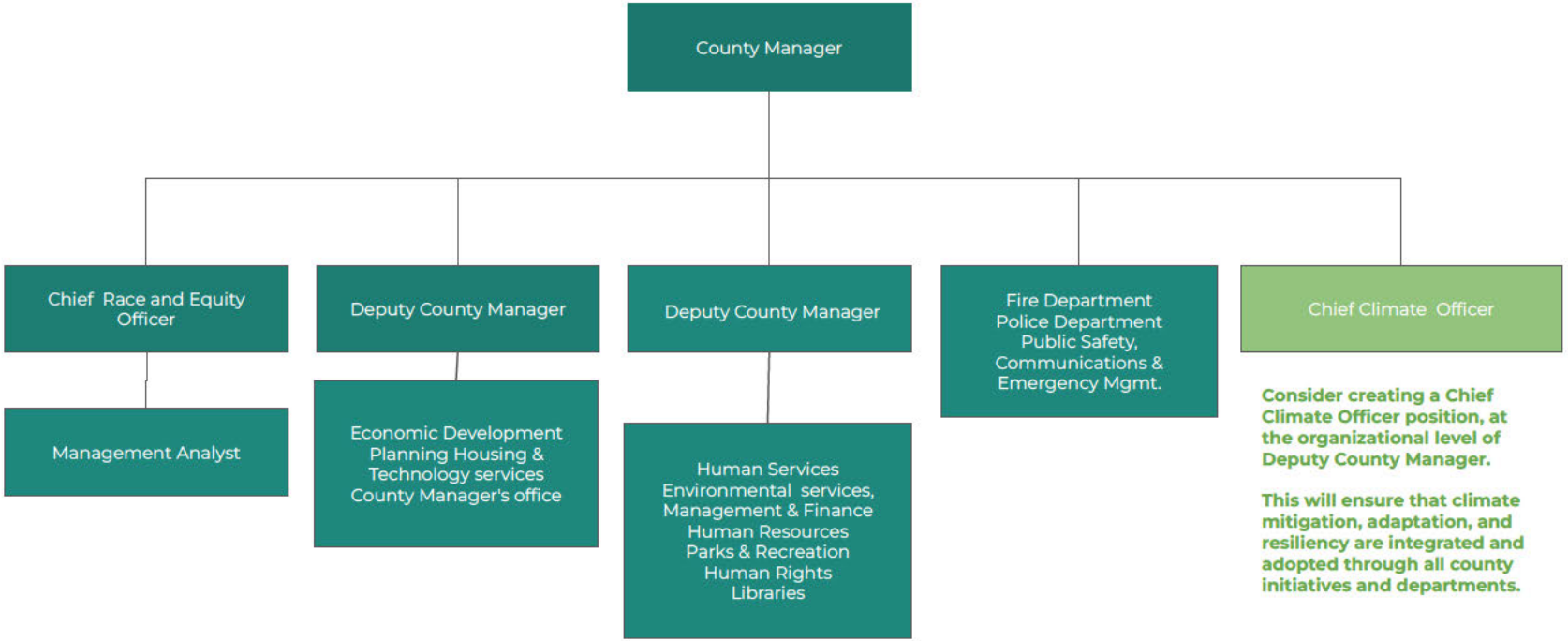
Developing solutions to climate change is not one agency's responsibility alone; it takes a whole-of-government approach.

The role of a Chief Climate Officer is to build consensus and coordinate climate strategies and initiatives across all County departments and community stakeholders.

Just as we are recommending a CAP to give the County a unifying strategy for climate mitigation and adaptation, we see the position of a Chief Climate Officer as necessary to implement this unifying strategy.

We recommend this position should be in place prior to development of a CAP.

Recommendation: Create a Chief Climate Officer Role



Recommendation: Create a Chief Climate Officer Role

THANK YOU







Marin County, California
chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.marincounty.org/-/media/files/departments/cd/planning/sustainability/climate-and-adaptation/cap-2030_12082020final.pdf

Montgomery County, Maryland
https://www.montgomerycountymd.gov/green/Resources/Files/climate/climate-action-plan.pdf

Portland, Oregon
https://www.portland.gov/sites/default/files/2019-07/cap-2015_june30-2015_web_0.pdf

Jersey City, New Jersey
https://us.ftp.opendatasoft.com/analyzejerseycity/files/Sustainability/Jersey%20City%20Climate%20Energy%20Action%20Plan_FINAL.pdf

Washington, DC
https://doee.dc.gov/sites/default/files/dc/sites/ddoe/service_content/attachments/CRDC-Report-FINAL-Web.pdf

APPENDIX - Comparison Climate Action Plans





Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Stanley (First Name) | T (Middle Initial) | Skipworth (Last Name)

stan_skipworth@redlands.edu
Email Address

[redacted]
Home Address

Suite or Apt

Redlands (City) | CA (State) | 92373 (Postal Code)

Home: (951) 818-4552
Primary Phone

Alternate Phone

Occupation

Sr. Associate Vice President

Employer's Address

1200 E. Colton Avenue

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Employee of the University of Redlands, Marin Campus

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

0

Number of years as a resident in Marin?

0

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

None Selected

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

Shaun Thurtell 415-938-6140

Education Level Achieved *

☑ College/University Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I have served as a Planning Commissioner, including as Vice Chair for the City of Corona (CA; Population 150,000) in 2004-2006. Additionally, I have served as a member of the Corona City Council, including one 1-year term as Mayor in 2006-2014. During this time, I was assigned to various committees within the City's structure, as well as regional service where I was a member of the Western Riverside County Council of Governments (WRCOG), Southern California Council of Governments (SCAG), and briefly as President of the California Council of Governments (CALCOG) in 2014. My elected and appointed service ended when I relocated my primary residence outside of my electorate jurisdiction.

Reasons for this appointment:

As the Senior Associate Vice President for the University of Redlands' Facilities Services & Planning Division, I have a direct and sustained engagement in the variety of land use, zoning, utility, and capital projects interests that involve the University's Marin/San Anselmo campus and its surrounding community and partners. I would like to support the work of this committee and the City of San Anselmo in their important work, and contribute to their advancement in achieving the goals of the City of San Anselmo as well as the shared goals it has with partners-community members, including the University of Redlands, Marin Campus.

What are your qualifications for this appointment?

- Prior elected service - Prior appointed official service in the area of Planning/Planning Commission protocols - Prior training and membership in the American Planners Association - Prior training and membership in the League of California Cities - Prior membership in local, regional, and state councils of governments/regional governance regarding zoning, land use, transportation, utilities, and infrastructure.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I believe my current professional role offers me the opportunity to directly support the University of Redlands as it pursues its role as a key community partner to the City of San Anselmo, and in turn, the City's key role as a part of the future of Maring County. Moreover, I have a genuine and deep interest to resume local community planning work and support of local community leadership, and I've learned enough of the San Anselmo community and its leaders that inspire me to join alongside them to help bring the most articulate, thoughtful, and achievable General Plan to form.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Historic/Cultural Preservation
- [x] Natural Resources, Open Space, and Conservation
- [x] Climate Change and Sustainability
- [x] Parks and Recreation
- [x] Community Outreach and Engagement
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Health, Equity, and Environmental Justice
- [x] Public Services (i.e., roads, fire, police)
- [x] Natural Hazard Planning
- [x] Age Friendly Community

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

Issues: 1) Determining the best future state for the City of San Anselmo to pursue that is achievable and complementary to the region as well as being a beneficiary of the region because of the goals we choose. 2) Exercising the courage to employ less-conventional strategies to achieve the goals that are eventually chosen when traditional methods may not offer the level of dividends and successes we are seeking from the updated General Plan. Challenges in achieving the goals: 1) Accurately gathering the variety of information from the constituencies of the city and its immediate neighboring communities. 2) Communicating

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Through a colleague

LinkedIn Profile

Stan_Skipworth_PV_8-2023.pdf

Upload a Resume

Stanley T Skipworth

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Stanley T. Skipworth

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



PROFESSIONAL VITAE

Stanley T. Skipworth, CPP®

Claremont, CA
stan.skipworth@hotmail.com
(951) 818-4552

Qualifications Profile

I am an experienced and highly successful leader and manager of multi-faceted organizations, largely in public safety and public policy arenas. These include elected and appointed positions, career, and specialty roles that provide an exceptional perspective and skills that contribute to a dynamic and high-performing environment.

Professional Highlights

- "Most Influential People in Security" 2017, *Security Magazine*
- "Director of the Year" 2016, *Campus Safety Magazine*
- Led three different campus public safety agencies to Top 20 rankings among the nation's safest colleges & universities.
- Received Exemplary School Safety Awards for Training Programs (2018); Legislative Advocacy (2015); and Community Policing (2015)

Professional Experience

Associate Vice President & Chief of Public Safety & Emergency Preparedness
The University of Redlands June 2023—Present

This position provides direct leadership and vision for the mission of the Public Safety Department of the University. This department maintains 24/7/365 patrol and emergency response services; Emergency Preparedness and Crisis Management; Dignitary Protection Support; Locksmith and Access Security; Parking Administration and Enforcement for the students, staff, and faculty of the University; and support and security services to the University's athletic, cultural, academic, community, and regional events calendar.

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Associate Vice President of Campus Safety and Emergency Services (Retired)
The Claremont Colleges Services November 2014—May 2022

This position oversaw the personal and physical security and safety services provided to the students, staff, faculty, and guests of the seven Claremont Colleges— Claremont Graduate University, Keck Graduate Institute, Claremont McKenna College, Scripps College, Pomona College, Pitzer College, Harvey Mudd College. The position also included leading a group of dedicated non-sworn campus safety officers and a fully staffed 24/7 dispatch center that managed over 800 security camera network feeds; 550 various alarms; and a comprehensive telecommunications network and CAD system.

- 2018, *Exemplary School Safety Program*, School Safety Advocacy Council
- 2017, "Most Influential People in Security" by *Security Magazine*
- 2016, "Director of the Year Award" by *Campus Safety Magazine*
- 2016, "Medal of Excellence Award" by the *National Association of Campus Safety Administrators*
- 2016, Educational Award by the *World Safety Organization*
- 2018, Ranked in Top 20 among the *Safe Schools Summit* Departments of the Year
- Key advancements & programming include:
    - Launch of new Computer-Aided Dispatch (CAD) system
    - Launch of Officer Body-worn cameras
    - Started Drone Fleet for Emergency Management and Dignitary Protection
    - Started Naloxone/NARCAN Opioid Field Rescue Program
    - Started Student Emergency Medical Team Program

Security Consultant & Strategic Operations Analyst
Major League Baseball 2022 All-Star Game Fan Fest, Los Angeles CA July 2023
National Football League 2023 Kickoff Event, Long Beach CA September 2023
National Hockey League/Anaheim Ducks/Honda Center 2023-24 Events Season

Director of Campus Safety, Emergency Preparedness & Transportation
University of La Verne January 2013— November 2014
La Verne, CA

Provide leadership of all personal and physical security programming and technologies of the University's main campus, College of Law, and its nine regional campuses; manage all Transportation services and all Parking programming and parking facilities, campus shuttle services; and for the maintaining and effective delivery of all Emergency Preparedness programming, response plans and communications equipment and services.

- Co-authored the campus inaugural Behavioral Intervention Team program (2014)
- "Diamond Award" presented by the Los Angeles County Metropolitan Transportation Authority (2014)
- "Exemplary School Safety Program Award", presented by the School Safety Advocacy Council (2014)
- "Education Award" presented by the World Safety Organization (2014)

Chief of Police (Emeritus)
California State University, Long Beach January 2008—June 2011

Under the general direction of the Vice President of the Division of Administration & Finance, this position is independently responsible for the planning, organization, direction, and daily management of the University Police Department; special event security; NCAA Division I athletic programming and all University venues; Dignitary Protection; and Parking & Transportation Services.

- Lowest reported crime rate among all 23 California State University campuses (2007 through 2010)
- Consecutive Top 15 rankings in 2010 (#3), 2009 (#13) and 2008 (#5) among the most secure college/university campuses in the United States as ranked by *Security Magazine* in its annual *Security 500* Report.
- Also served as the Chief Officer of the CSU's Statewide 50-officer Critical Response Unit serving the entire California State University system, including all 23 campuses and the Office of the Chancellor for critical event responses including emergency operations, civil disobedience, crime trend saturation and dignitary protection
- Assistant Chief of Police January 2000 to December 2007

Co-Founder & Managing Partner
Full Count Consulting August 1999—Present
Claremont, CA

Full Count Consulting is a by-referral only, Public Policy and Public Safety/School Safety development and resource-building service. Clients include professionals and organizations seeking facilitated strategies and solutions toward Public Policy and Public Safety.

Mayor; City Councilmember
City of Corona 2006-2014; Mayor 2011

The City of Corona is a General Law City (population 150,000 and approximately 40 square miles). The City Council is elected at large for four-year terms. Corona's City Council members prioritize plans & projects, allocate funds, and for the future of Corona.

- As Mayor in 2011, I introduced and successfully passed a comprehensive City Ordinance to establish a Code of Ethics for all elected and appointed officials
- While Mayor, the City of Corona was honored twice for the Year 2011 as:
    - One of "The 100 Greatest Communities for Young People" by America's Promise Alliance
    - And, as one of the "Top 10 Cities to Raise Kids" by Kiplinger Magazine

Planning Commissioner
City of Corona (CA) January 2005 to December 2006

Pursuant to California Government Code Section 65100, this body serves as the presiding commission for executing the General and Master Plans of the City, as well as administrating development, strategic planning and traffic designs, and parks and infrastructure systems.

Leadership & Ethics Consultant; Facilitator-Trainer
California Commission on Peace Officer Standards and Training (POST), Sacramento, CA August 1999—August 2011

The Sherman Block Supervisory Leadership Institute (SBSLI) is an eight-month, 192-hour program designed to stimulate personal growth, leadership, and ethical decision-making in California law enforcement front-line supervisors. The curriculum takes students through an analysis of management (planning, organizing, directing, etc.) and leadership (inspiring, challenging, developing, etc.) and how each discipline compliments the other. The course progresses from self-evaluation to interpersonal evaluation, to organizational relationships.

Faculty/Facilitator
Simon Wiesenthal Center
The Museum of Tolerance
Los Angeles, CA December 2009—January 2013

Facilitator of Tools for Tolerance © for Law Enforcement and other special groups who attend the Simon Wiesenthal Center Museum of Tolerance.

Publications, Interviews and Articles

- *Careers in Government* article library https://www.careersingovernment.com/tools/?s=skipworth
- *Wiley Publishing* article library https://tinyurl.com/2wjhrt2n

Key Presentations

- Safe Schools Summit (Las Vegas, NV): *ODP—The Most Important Statistic,* February 2019
- CCUPCA Annual Conference (Shell Beach, CA): *Meeting the Challenges of Campus Policing: A Contemporary Perspective on Issues and Trends*, November 2018.

- NASPA Region VI Conference (La Verne, CA): *Working More Effectively Under More Exacting Expectations—Student Affairs and Campus Safety Partnerships that Create New Normals*. January 2018.
- Campus Safety West Conference (Pasadena, CA): *Bridging the Resource Gaps*, August 2018.
- Campus Safety East Conference (Philadelphia, PA): *Crime in a Virtual Reality Environment*, July 2017
- School Safety Advocacy Council (Las Vegas, NV): *National Campus Policing Standards*, July 2017
- Campus Safety East Conference (Philadelphia, PA): *Crime in a Virtual Reality Environment*, July 2017
- UBTech Conference (Orlando, FL): *Preparing for Continuity in Technology by Supporting Campus Safety Departments,* June 2017
- NACSA Command College for Campus Policing Professionals, (webinar), *Security Magazine,* January 2017
- Cleveland State University, *Fast Academy: Heroic & Post-Heroic Leadership in Campus Policing* (Cleveland, OH) October 2016
- World Safety Organization, *Legislative Continuity Among Public Safety Agencies Serving Colleges and Universities* (Houston, TX) September 2016
- Campus Safety Conference West, *Pursuing a Case of Consistency: Developing National and State Standards for Campus Security and Safety Officers*, (Long Beach, CA) August 2016
- Campus Safety Conference East, *Pursuing a Case of Consistency: Developing National and State Standards for Campus Security and Safety Officers*, (Washington D.C.) July 016
- Campus Safety Magazine Annual Conference, *Legislative Update Concerning California Higher Education* (Los Angeles, CA) July 2015.
- Southern California Intercollegiate Athletic Conference, *Spectator & Venue Security Overview* (Claremont, CA) October 2014

Select Guest Lectures & Panel Appearances

- Pitzer College, "Doxing and Online Safety Resources: A Panel Discussion", March 7, 2019.
- National Association of Independent Colleges & Universities Annual Conference, "Campus Communications Strategies" (Washington, D.C.) February 2016.
- Building Industry Association – Legislative Action Committee. 'Developer Impact Fees: Adjusting to a Market, Adjusting for Success' April 2010.
- Los Angeles Police Department, LAPD Leadership Development Program Executive Panel, Los Angles (CA). November 2009.
- Student Affairs Administrators in Higher Education (NASPA) Western Region Conference (Long Beach CA) "Legal Challenges in Modern Education", November 2008.
- Federal Bureau of Investigation (FBI) Academic Alliance Inaugural Conference (Los Angeles) September 2007.

- CSU Long Beach, Public Policy Administration POSC 100. American & Californian Government. March 2014.
- CSU Long Beach, Public Policy Administration 515 course (graduate level). "Administrative Writing". November 2010.
- CSU Long Beach, Journalism 301 and 321 courses. "University Police & Media Relations". Fall 2001 through Spring 2011

Select Professional Development

- Over 3,050 hours of professional training certified by the California Commission on Peace Officer Standards and Training
- Executive Exchange Program, *International Association of Campus Law Enforcement Administrators* and *Association of University and College Security Officers (*United Kingdom) October-November 2017
- Diamond 6 Leadership Development, Gettysburg, PA; July 2012
- California POST Executive Development Course, Santa Rosa, CA; July 2001
- California POST Command College, Oxnard, CA; May 2002—March 2003
- California POST Sherman Block Supervisory Leadership Institute (SLI), Class 38 San Diego, CA; June 1994—January 1995
- California POST Management Course, Dana Point, CA; May 2000
- California POST Supervisory Course, San Diego, CA; July 1986
- California POST Managing Emergencies, San Luis Obispo, CA; January 2001
- California POST Media Relations I & II, San Luis Obispo, CA; 2001 & 2005
- California POST Ethics in Police Management, Anaheim, CA; September 2004
- Department of Homeland Security Executive Session, Office of the Mayor of Long Beach, Long Beach; CA August 2009
- California State University, Long Beach, The President's Forum on International Human Rights "Modern Genocide and Global Responsibility"; February 2008
- United States Department of Health and Human Services, Substance Abuse and Mental Health Services Administration Conference, Washington, DC; February 2007
- Federal Bureau of Investigation (FBI) National Academy; Quantico, VA; April-June 1999

Boards & Committees

- President, California Association of Councils of Governments (CALCOG; 2014)
- Legislative Liaison, California College & University Police Chiefs Association, (2014—2021)
- Columnist, Campus Security Report Magazine/Wiley Publishing (2014—present)
- National Association of Campus Safety Administrators (2015—2019)
- Southern California Labrador Retriever Rescue (2015—present)

Professional Organization Memberships

ASIS International
InfraGard - FBI Southern California Chapter (current Board of Directors)
International Association of Campus Law Enforcement Administrators
California College and University Police Chief Association
FBI National Academy Associates
The National Behavioral Intervention Team Association (NaBITA)
Association of Threat Assessment Professionals (ATAP)

Honors

- The Most Influential People in Security, *Security Magazine*, 2017
- Director of the Year, *Campus Safety Magazine*, 2016
- Medal of Excellence, NACSA, 2016
- Educational Award, presented by the World Safety Organization, 2013 & 2016
- Exemplary School Safety Award, by the School Safety Advocacy Council, 2013
- Angels in Adoption Award, United States Congress
- Family of the Year, County of Riverside
- YMCA "Victor's Award"

Education & Key Development

- University of Virginia, FBI National Academy 197th Session, Executive Development
- Harvard Kennedy School of Government, Executive Education Program
- Executive Development Institute, FBI LEEDA
- Diamond6 Leadership Institute, Gettysburg, Pennsylvania
- La Salle University, Bachelor of Science in Criminal Justice Management
- Mt. San Jacinto College, Associates Degree, Sociology

Professional Certifications

- *California Commission on Peace Officer Standards and Training (POST)*:
  - Executive Certificate
  - Management Certificate
  - Supervisory Certificate
  - Advanced Certificate
  - Intermediate Certificate
  - Basic Certificate
- *California Bureau of Security & Investigative Services (BSIS)*
  - Security License
- Facilitator, Trainer, Program Development; Supervisory Leadership Institute

- *ASIS International* Certified Protection Professional
- *ASIS International* Executive Protection Certificate
- *ISHM* Certified School Safety Manager
- *California Bureau of Security & Investigative Services (BSIS):*
  - Instructor, Leadership & Ethics
- *National Behavioral Intervention Training Association*
  - Behavioral Intervention /SIVRA-35 Threat Assessment Certification
- *World Safety Organization*
  - Registered Safety Director
  - Certified Safety Technician

***

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Monica
First Name

Middle Initial

Schmiede
Last Name

mschmiede@gmail.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (908) 477-0275
Primary Phone

Alternate Phone

Occupation

Senior Director, Business Development

Employer's Address

3800 Paramount Parkway, Suite 400 Morrisville, NC 27560

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

No

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

5

Number of years as a resident in Marin?

5

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southwest San Anselmo

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

Marilou Fitzmaurice- 415 425 5641 Wendy Lang- 415 786 2983 Ricco Vila- rico777villa@gmail.com

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

- Frequent attendee of the Town Council meetings - Initiated the Redwood Road Enhancement Coalition to organize support to improve parts of Redwood Roach which are non maintained - Gathered signatures to support the Rent Control Ordinance in April 2024 - Previously provided guidance and evidence to support the deer cull strategy while living in Watchung, NJ

Reasons for this appointment:

- Strong advocate for the town - Personally have a vested interest in keeping San Anselmo a wonderful place to live - Owner of two properties in San Anselmo - Pillar of the community

What are your qualifications for this appointment?

- Educational background includes an MBA and BS in Environmental Policy and Science - Personally driven to give back to the town - Strong background succeeding in the private sector driving partnership across the life sciences

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

- Maintain judicious town ordinances that align with the goals of residences - Continue to improve the town for all residences - Represent the younger families and residences, like myself, that have recently moved to San Anselmo and plan to stay for many decades to come

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Natural Resources, Open Space, and Conservation
- [x] Climate Change and Sustainability
- [x] Community Outreach and Engagement
- [x] Economic Development and Business
- [x] Health, Equity, and Environmental Justice

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

- The rent control and rent stabilization ordinance requests are highly contentious issues that I am passionate about - I have a broad network of contacts. In my time here I have become friends and acquaintances with dozens of neighbors and town members. I will continue to do this to represent our constituents as a member of the General Plan Advisory Committee.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Eileen Burke

LinkedIn Profile

https://www.linkedin.com/in/monicaschmiede/

MonicaSchmiedeCV_April2024.docx__1_.pdf

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Monica Schmiede

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

MONICA D. SCHMIEDE
San Francisco Bay Area, CA | 908-477-0275 | mschmiede@gmail.com

WORK EXPERIENCE

ELLIGO HEALTH, SAN FRANCISCO, CA
Senior Director, Strategic Solutions *Sep 2023 – Present*

- Spearhead strategic initiatives to drive partnerships between biotechnology sponsors and Elligo's embedded clinical site network across the United States
- Cultivate strong relationships with key stakeholders including Clinical Development executives and CROs
- Utilize data analytics to identify and prioritize prospective customers based on therapeutic area and pipeline

ATHELO HEALTH, SAN FRANCISCO, CA
Co-founder, Co-CEO *Jan 2022- March 2024*

- Co-founded and led VC backed digital health company supporting women with cancer
- Developed and executed customer relations with public health plans, including the State of Colorado, CareFirst and the California Healthcare Foundation

CLINIPACE, SAN FRANCISCO, CA
Director, Business Development *Jul 2019 – Feb 2023*

- Achieved 130%+ of annual target and generated the highest number of RFPs
- Lead identification, evaluation, diligence, deal structure, and negotiations for biopharma clinical partnering
- Structure complex clinical service contracts across internal and external stakeholders
- Strategize and lead clinical development plans for early-stage oncology, rare disease and COVID-19 studies

INFORMA, PHARMA INTELLIGENCE, NEW YORK, NY
Strategic Account Manager *Jan 2018 – Jul 2019*

- Consistent top 10% business development performer throughout the company
- Significantly grew a $2M portfolio of business intelligence solutions by 20% in new business
- Devised partnership and out-licensing strategy across multiple intelligence products and data sets across the finance, legal, strategy, policy and clinical teams
- Curated and conducted internal workshops to mentor and educate sales professionals on pertinent healthcare topics including legislation, regulatory approval process and corporate strategy.

Key Account Manager *Jan 2017 – Dec 2018*

- Increased book of business 20% and established key customer relations with competitive intelligence, BD, strategy, and regulatory divisions with UK, Germany and US clients
- Developed and led 25 compelling competitive intelligence presentations with 150+ attendees by liaising with internal analysts and external stakeholders

Corporate Account Manager *Jan 2015 – Dec 2016*

- 2015, 2016 President's Club winner, grew book of business 140% of target
- Successfully negotiated and closed 300+ deals (100 new clients) across international biotech companies
- Sourced 400+ new biotech companies and engaged C-level life sciences executives via conferences, personal referrals, US client meetings and top 10+ annual industry conferences, including JPM Healthcare, BIO, etc.

DATALOT, NEW YORK, NY
Manager, Media Partnerships *Jan 2013 – Aug 2014*

- Targeted and increased media sales through face to face and phone engagements and sourced 60+ new clients across the US to achieve $2.1M (200% of target) in new business revenue

GERMAN AMERICAN CHAMBER OF COMMERCE, NEW YORK, NY
Project Manager *Sep 2011 – May 2012*

- Executed Das Haus, a leading German national energy efficiency awareness campaign, across the US

EDUCATION

LONDON SCHOOL OF ECONOMICS, LONDON, UK
Executive Global Master's in Management, June 2020
Class Representative, Capstone Focus: Market Demand Evaluation for a novel Cognitive Behavior Therapy

RUTGERS UNIVERSITY, SCHOOL OF ENVIRONMENTAL AND BIOLOGICAL SCIENCES, NEW JERSEY
B.Sc. in Environmental Policy, May 2012

SKILLS

- Proficient in German and Polish with dual citizenship (American & Polish)
- Master SCUBA & Freedive Instructor; presentation, and negotiation expertise; Salesforce & Microsoft

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Jonathan (First Name) | L (Middle Initial) | Branch (Last Name)

branch.jon@gmail.com (Email Address)

[redacted] (Home Address) | (Suite or Apt)

San Anselmo (City) | CA (State) | 94960 (Postal Code)

Home: (408) 306-1122 (Primary Phone) | (Alternate Phone)

Occupation

Business Development

Employer's Address

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

5

Number of years as a resident in Marin?

5

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

- [x] Ross Valley Flats

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

Adrian Eyre - (510) 502-2419 Bailey Alvarado - (415) 497-1961 Maura Macneil - (650) 714-4483

Education Level Achieved *

☑ College/University Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

No previous experience to speak of but interested in being more involved in the happenings of the Town of San Anselmo and I think I bring a unique perspective that is often underrepresented in town commissions/boards/committees

Reasons for this appointment:

It feels as though many of these boards or committees over-index to either (1) the same cohort of people rotating between various town groups without net new residents being involved, and (2) these cohorts seem to over-index to the elder residents and I don't see parents of young families represented and I want to ensure our collective voice is heard. We are raising our families in San Anselmo and will be the ones living with the ramifications of General Plan for years and decades to come so our voice is critical.

What are your qualifications for this appointment?

I am an interested and concerned resident of this town. I am a home-owner with two small children (3 and 1) and will be putting my children in San Anselmo public schools once they are of age. I have a personal interest and a good bit of knowledge about California's housing issues and want to ensure we doing right by the residents of San Anselmo with this General Plan.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I am excited to be more involved in the future planning of San Anselmo and I think I bring a unique and under-represented perspective to a San Anselmo town commission/boards/committee as a young working parent. My peer set pays the highest taxes of any other cohort of San Anselmo residents and yet our voice is often not represented in many town committees.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Natural Resources, Open Space, and Conservation
- [x] Parks and Recreation
- [x] Economic Development and Business
- [x] Public Services (i.e., roads, fire, police)

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

The single most important issue is removing blockers to allow more housing development across Marin. As a 39 year Bay Area native, I have watched as housing costs have skyrocketed and my peers are priced out of ever living in Bay Area. San Anselmo in particular, has gotten a reputation as being the slowest Marin municipality to move planning and permitting decisions along. We seem to have multiple business and resident projects stalled for months and years while residents or business owners navigate a very slow, tedious, and confusing planning review process. Other towns in Marin seem to be able to zone and turn over new businesses much faster and seem to allow for new building and new construction much faster.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Town website

LinkedIn Profile

https://www.linkedin.com/in/jonbranch/

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Jon Branch

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

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Shaun
First Name

Middle Initial

Thurtell
Last Name

shaun@ebmcca.com
Email Address

[redacted]
Home Address

[redacted]
Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Business: (415) 340-9252
Primary Phone

Alternate Phone

Occupation

Director - Business Development and Operations

Employer's Address

105 Seminary Rd, San Anselmo, CA 94960

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

4

Number of years as a resident in Marin?

4

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southwest San Anselmo

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

Miranda Thurtell - (650) 766 2206 Mary Villarreal - (415) 295-2242 Chad Lewis - 415-425-2507

Education Level Achieved *

☑ College/University Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

Two-year length - Previously chairman of seven project steering committees involving local and national government departments. I am an advisory board member for a local business in San Anselmo.

Reasons for this appointment:

Project steering committee: Part of the Head of Logistics and Operations role for Africa's largest running event in Africa. Local San Anselmo business: A previous colleague started a business in San Anselmo in 2023, and because of my experience, he asked me to sit on his advisory board.

What are your qualifications for this appointment?

CCRM designation, BS Finance and Entrepreneurship, Diploma in Project Management, Executive development program certificate, and certificates in Safety, Health, and environmental management (Risk identification and mitigation).

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I am honored to have the opportunity to be considered for the General Plan Advisory Committee. I would be excited to be a part of the next phase in the history of this beautiful town I call home. Some of the objectives I would look to is to see how we, as the University, could help the town move towards the General Plan goals, once they have been set and bring the University Campus and the community closer together.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Public Services (i.e., roads, fire, police)
- [x] Natural Hazard Planning
- [x] Age Friendly Community

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

One current challenge facing the Board/Commission and committee is changing legislation on a state level that could greatly impact the long-term plans (For example, SB9 that took effect in 2022) and how does the General Plan incorporate flexibility for changing land use laws while still achieving the planned goals.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Heidi Scoble, Lindsey Klein

LinkedIn Profile

https://www.linkedin.com/in/shaunthurtell

Shaun-Thurtell-resume.pdf

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Shaun Thurtell

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

Shaun Thurtell

Director of Business Development and Operations

An experienced leader, event, and project manager with astute financial savvy and operational excellence.

Professional Experiences

2021 - Present — **Eugene Burger Management Corporation**
San Anselmo, California, United States
2023 - Present: Director, Business Development and Operations
2021 - 2023: Property Manager and Leasing Agent

2020 - Present — **Three Block Consulting**
San Anselmo, California, United States
Owner, Senior Manager, Key Accounts

2015 - 2020 — **Various Entrepreneurial and Business Management Roles**
San Francisco Bay Area, California
Owner, Entrepreneur, Consultant

2012 - 2016 — **Two Oceans Marathon NPC**
Cape Town, South Africa
2014 - 2016: Head of Operations and Logistics
2012 - 2013: Coordinator, Event and Logistics

2013 - 2014 — **Cape Town Cycle Tour Trust**
Cape Town, South Africa
Coordinator, Event, and Logistics

2010 - 2012 — **Snow Productions**
Cape Town, South Africa
Events Manager, Operations

Education

University of San Francisco, BS - Finance, Entrepreneurship

University of Stellenbosch Business School of Management, Management Development Programme, Executive Business Studies

Varsity College, Diplomas in Managerial Finance, Project Management, Business Administration and Management

Current Responsibilities and Achievements

- Led the conversion of 66 housing units in the Town of San Anselmo to market-rate rentals, increasing revenue by 208% over 24 months for the University of Redlands, Marin Campus.
- Establish and implement policies, goals, objectives, or procedures for Real Estate operations
- Proactively review financial statements and activity reports to measure productivity or to identify areas needing revision or improvement.
- Develops and directs activities for business development through strategic partnerships.
- Generates partnership opportunities locally through research and strategic outreach, including active participation in conferences, committees, and networks across business and government.
- Develops proposals for new uses of facilities or oversee the remodeling or renovating of current facilities.
- Oversees standards for vendor procurement and management
- Risk analysis

Technical Skills:

Real Estate Analysis, Python, Excel, Project Finance, Project Management, Financial Analysis, Fundamental Analysis (10-K Analysis), Stakeholder Management and engagement, Financial Statement Analysis, Investment analysis, SQL, Vendor Management

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Sara
First Name

L
Middle Initial

Robinson
Last Name

srimpacts@gmail.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (240) 838-0868
Primary Phone

Alternate Phone

Occupation

Consultant, Self-employed

Employer's Address

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

9 years

Number of years as a resident in Marin?

10 years

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southwest San Anselmo

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

Suellen Lamorte 415-987-7832 Jeff Kroot 415-456-5531 Council Member Brian Colbert 415-938-6852

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

While being a government worker for the last 3 years for the County of Marin I reported to and worked on two committees of the County Commission on Aging. I was a member of the Marin Mobility Consortium and the VOAD (Voluntary Organizations Active in Disaster). I contributed policy to the County of Marin Housing Element. I continue to serve on the Equity, Outreach, and Advocacy committee and work with the Commissioners and chair on advancing the interests of people of color, low-income residents, older adults, and disabled people. I have been chair of the Age-Friendly Committee reporting to the Parks and Recreation Commission and now serve as the chair of the Age and Disability Friendly Committee presently involved in the assessment and strategic planning process funded by a grant from the California Department of Aging. I am also working as a leader of the City of Novato Age and Disability Friendly Committee and a member of the Age and Disability Friendly Committee in Mill Valley.

Reasons for this appointment:

I understand that the Advisory will provide guidance at key project milestones and will be a sounding board for the development of the plan update, but will not be a decision-making body. I will look forward to working with staff and the consultants in this process. I will be a community advocate for this process and will work to engage residents in conversation and participation when appropriate. I will participate in the public meetings and workshops.

What are your qualifications for this appointment?

I am a skilled strategic planner with experience in working closely with municipal staff, government leaders, and community stakeholders to create community engagement in developing multi-year plans that address a community's needs and interests. I can build relationships and partnerships that address strategic goals where multiple stakeholders take collective action. I am an effective communicator and a strong listener. I have experience in facilitating focus groups and community conversations and in guiding the development of community values, goals, policies, programs, and services.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

As an experienced strategic planner for nonprofits, independent schools, and more recently in the County Health and Human Services Department as a senior analyst, I value the opportunity that this General Plan update process will offer in community engagement, visioning the future of our town, discussion of issues and values, and in decision-making on priorities. I want to participate so I may bring an equity lens to the discussions and the decisions about the goals, policies and programs that will be included in the update. When planners look at the bigger, more complicated issues such as climate change, housing, or natural disasters and resilience, I believe in and will encourage building partnerships and relationships with neighboring communities, agencies, businesses, and nonprofits to develop collaborative, more realizable, and more realistic solutions and programs. I am earnest and passionate about inclusive assessments, environmental scans, and planning. I believe that all voices should be part of community planning and that thorough consideration of the needs of underserved populations be a part of the discussions and policies. As Chair of the Age and Disability Friendly San Anselmo Initiative, I have begun building resident engagement, volunteerism, and conversation around planning a community where all ages and abilities will thrive. I am already explaining the need for alignment of our planning with the General Plan. I will encourage the volunteers and voices that participate in our initiative to continue adding their ideas, skills, and time to the General Planning process. Finally, in the years I have lived here I have seen San Anselmo become a vibrant and welcoming town with a strong sense of community. This due to the town leaders, residents, town staff and workers that have created the events, the businesses, the traditions, the community discussions, and the inclusive governance and planning. People strive to build community here, but they also have fun together. The people who care enough about our town to want to commit to a two-year planning process, who enjoy a strategic planning process from the visioning and values setting to the public conversations and setting the desired outcomes are the group of people whose company I most enjoy. This will be an enriching undertaking. By experience, I know it is also a fun journey.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- ☑ Parks and Recreation
- ☑ Community Outreach and Engagement
- ☑ Transportation (including bikes, pedestrians, and public transit)
- ☑ Health, Equity, and Environmental Justice

Sara L Robinson

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

Housing: Ensuring adequate housing options for residents while considering affordability, sustainability, and density. Balancing the development while maintaining the town's character and visual appeal. Transportation: Being the "heart of Marin" doesn't make future planning easy when considering how to address traffic flow, how to provide transit options for increasing numbers of people who are giving up their keys, and how to establish infrastructure and set policies and systems of accountability for the increased bike/e-bike and pedestrian traffic.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Dannielle Mauk

LinkedIn Profile

www.linkedin.com/in/srimpact

Resume_S.Robinson_5.24.docx

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Sara L Robinson

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

Sara L Robinson

Mobile 240-838-0868 srimpacts@gmail.com
Linkedin.com/in/srimpact

A gerontologist with 35 years of experience in strategic leadership, community building, partnership development, and program growth in government, private, and nonprofit sectors. Highly skilled in strategic planning and implementation, project management, and fundraising.

PROFESSIONAL AND VOLUNTEER EXPERIENCE

Independent Consultant 2023-present

- Advancing and guiding communities in becoming Age and Disability Friendly Communities
- Exceptional skills in strategic planning, assessment development, community organizing, and program planning
- Driving sustainable transformational systemic change by addressing ageism and ableism through educational workshops
- Committed to equity, accountability, and social impact

County of Marin, Health and Human Services
Senior Analyst, Age Forward Coordinator *October 2020 -October 2023*

- Responsible for the oversight and implementation of the three-year Age Forward Action Plan addressing the needs of older adults and people with disabilities. Worked with all County departments to develop or enhance policies, programs, and services.
- Cultivated relationships and partnerships with community leaders, agencies, partners and residents to identify collaborations and programs that improved the well-being and health of older adults.
- Reported frequently to a subcommittee of the Board of Supervisors.
- Established a process for departments to identify future opportunities and areas for collaboration.
- Developed and presented the final Age Forward Implementation report to the Board of Supervisors.

Hospice by the Bay Larkspur, CA
Intern for Director of Patient Experience 2018-2019

- Developed and implemented staff engagement and communication survey tool, presenting results to leadership with a proposed plan of action to improve performance and staff engagement. Plan adopted.
- Developed and presented strategies for leaders to have continued quality improvement within a culture of respect, transparency and trust using organizational visioning and values as a basis for staff development and performance metrics. Plan adopted.

Age and Disability Friendly San Anselmo (Chair) 2019-Present
Developed the research methods and tools for the community input process. Analyzed and summarized the qualitative and quantitative data in order to present to local town leaders and community. Developed an emergency response program with new Age-Friendly programs during COVID-19 in order to find and assist vulnerable members of the community using a newly developed volunteer corp. Received a grant from the CA Dept of Aging in 2023 to relaunch as Age and Disability Friendly. Developed a new survey and assessment process to inform the development of the 2024 strategic plan.

Marin Villages -Ross Valley Steering Committee 2018-Present
Strategic Lead-Planning to build membership and volunteers as we help older adults remain independent in their own homes and communities.

Time off for Master's program. **2016-2019**

WorldWideWomen Mill Valley, CA
Director of Business Development 2015-2016

- Coordinated the efforts to secure corporate sponsorships and grant donations of $10,000-$50,000 for a day-long Bay Area girls' festival featuring over 30 nonprofit partners
- Created the project management infrastructure needed to track business relationships for 6 team members, and 24 corporate advisors
- Researched and prepared sponsorship proposals and investor pitch decks for the board and business team.

Catholic Relief Services Baltimore, MD
Program Developer and Manager, Helping Hands, Community Giving 2010-2014

- Developed a new national fundraising event program by creating partnership with another relief agency. Necessitated creating an interdivisional agency dialogue and collaborative strategic objectives. Met program goals for all 3 organization divisions: over 1 million in food aid and resources for agro-enterprises in West Africa, increased new donors and major gifts, and increased brand awareness and educational and advocacy opportunities for the agency in the US.
- Skilled communicator with ability to build trust and enlist participation at director level; public speaker and diplomatic relationship cultivator. Trusted to make programmatic decisions with divisional budget implications and selected by VP to participate in agency strategic planning

Develop. Assoc. Commended for increasing giving 20% on a portfolio (500) of mid-level donors 2005 -2010

Time off to raise children, move the family three times, and volunteer 1993-2005

Rockefeller Family Services, NY, NY *Director of Food Services, Chef* 1991-1993

- Ran corporate dining and private catering facilities and functions for family and their 240 staff
- Event planning for various business and family events

VOLUNTEER EXPERIENCE

How Women Lead *San Francisco, CA* 2015-Present

Executive Board is a national organization of top executive women focused on activating their individual and collective power to influence the change they want to see in the world through leadership, investment, and philanthropy.

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Vital Voices Global Partnership *Washington DC* 2015-2017
Bay Area Council Member Supporting the advancement of women's leadership worldwide by establishing partnership opportunities for Vital Voices and its global network of leaders.

Cypress Quartet Performing Arts Association *San Francisco, CA* 2015-2016
Board Member Supported Executive Director in development of fundraising strategy for Quartet's 20th and final season

Washington National Cathedral *Washington DC* 2008-2014
Stewardship Committee Chair, Cathedral Chapter Development Committee member

- Guided Development office to have more skillful and professional annual fundraising strategies.
- Generated new funding stream growing annual pledges from $250,000 to over 3 Million over 5 years
- Created a community building plan to support congregation growth working with the Cathedral Vicars

Barrie School (K-12)
Board Chairman *Silver Spring,* 2000-2003
Vice-Chair, Secretary, Trustee 1998-2000

EDUCATION

University of Southern California, Davis School MS Gerontology 2016-2019
University of Virginia BA, Religious Studies 1986
New York Restaurant School (NYC) Culinary Arts certificate 1990

MEMBERSHIPS: Gerontological Society of America, American Society on Aging

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Elsa (First Name) | S (Middle Initial) | Hunt (Last Name)

elsa.hunt27@student.tamdistrict.org (Email Address)

[redacted] (Home Address) | (Suite or Apt)

San Anselmo (City) | CA (State) | 94960 (Postal Code)

Mobile: (415) 367-[redacted] (Primary Phone) | (Alternate Phone)

Occupation

High School Student

Employer's Address

[redacted]

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Archie Williams High School

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

15

Number of years as a resident in Marin?

15

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southwest San Anselmo

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

Harry - Hunt - 4152182124 Amy - Hunt - 4152355066 Laurie - Hunt - 4156861010

Education Level Achieved *

☑ High School Diploma or GED

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I do not have any prior experience in any of the above fields, but I'm involved in clubs and have played on sports teams both for my school and competitively outside of it. I also did Mock Trial, ran track, and am a news editor for my school's student-run newspaper, the Pitch. While I lack official public office experience, I've built a solid foundation through my leadership positions and feel confident I can serve on a town committee.

Reasons for this appointment:

I'd love to be a youth member of the San Anselmo General Plan Advisory Committee because I really enjoy strategizing, brainstorming, and seeing my work result in tangible change. I believe every place and organization has room for improvement, so I'm a big supporter of taking steps to better one's community. As citizens of San Anselmo, we are in such a unique, brilliant position in that, our privilege and strong community allow us to feel confident enough to tackle smaller, more targeted issues. Since we don't have to worry as much about bigger, more pressing problems, we have a bit of wiggle room to make our town the best it can be by tackling small stuff that can have a big impact. I've also been taking a psychology class at the College of Marin, which has given me a clearer idea of how to help people and best engage the community.

What are your qualifications for this appointment?

As I mentioned, I believe that although my resumé lacks public office experience, my range of activities and forward-moving personality make me qualified to serve on the GPAC. I have a 4.0 GPA (unweighted, as I'm a freshman and can't yet take APs or honors courses), and I genuinely believe I'm a good classmate and student. Being a soccer player has taught me how to work well on a team and that it's okay to be hungry for what you want. Working on the Pitch has made me more assertive and conscious of what I'm trying to communicate. Trying Mock Trial and Track helped me understand that just because something isn't a perfect fit, that doesn't mean it can't be beneficial. And taking the psychology class has taught me a ton about how people work. Overall, I'm very competent both as a team member and as a person. I always strive to achieve the best results possible, but I also understand that mistakes are an unavoidable part of life.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I'm super excited to be a member of the GPAC because I think it would teach me so much and allow me to truly be a voice for positive change. It's time for my generation to step up to the plate, public responsibility-wise, so this position would allow me to feel like I'm not just an observer watching from the sidelines, but an actual player. Also as a journalist, this position will give me a much better understanding of our local government and its decision-making process. Plus, I'll hopefully meet local experts and leaders who can teach me a lot. As a member of the GPAC, I'm not entirely sure what I want to work toward yet, but I want to learn as much as possible about making our town a better place and then go from there.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Historic/Cultural Preservation
- [x] Climate Change and Sustainability
- [x] Community Outreach and Engagement
- [x] Economic Development and Business
- [x] Health, Equity, and Environmental Justice

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

I think a lack of voter participation/government-community collaboration and a need for sustainability at local businesses are a couple of the most pressing issues facing the GPAC. However, both are changeable issues I feel confident we can tackle.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

My counselor recommended me to apply, and she is the one who told me about the opening.

LinkedIn Profile

N/A

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

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☑ I Agree

E-Signature:

Elsa S. Hunt

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

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Kerrie
First Name

P
Middle Initial

Mchugh
Last Name

kpmchugh@gmail.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Mobile: (415) 307-6256
Primary Phone

Alternate Phone

Occupation

Head of Customer Experience

Employer's Address

MainStem 17837 1st Ave S. 401 Normandy Park WA 98148

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

21

Number of years as a resident in Marin?

24

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Red Hill and Memorial Park

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

David Donery (415) 258-4652 Dannielle Mauk (415) 258-4661 Brian Colbert (415) 258-4600

Education Level Achieved *

☑ College/University Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

Creek Park Advisory Committee (Feb 2019-Present) Chair (Sept 2022 -to present) Design Review Subcommittee Chair (2019) San Anselmo Art Commission (Sept 2017-April 2021) Chair (2019-2021) Treasurer (2018)

Reasons for this appointment:

To serve my community

What are your qualifications for this appointment?

As a marketing and retail professional, I have had the privilege of working for multiple Fortune 500 companies and startups, contributing to their growth and success. My leadership and project management skills have been honed through these experiences. I am a firm believer in continuous learning, constantly challenging myself to grow through continuing education classes, business literature, and a diverse range of digital content. I am confident that my project management expertise can be leveraged effectively for the GPAC. Over the past seven years, I have volunteered for the Town of San Anselmo in several capacities. I have learned so much from these experiences and can draw from this knowledge and my professional experiences. Running the Design Review Process for the Creek Park Project was an invaluable experience. Multiple public meetings, surveys, and public "open houses" were held to gain valuable feedback from the community. This feedback directly impacted the project and was critical to help reshape public opinion, usage of the park, and design.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I am excited because I love planning, growth, and change. Growing up in a small town, I know the economic challenges small towns and businesses face. Vitality is crucial to their survival and a sense of community. San Anselmo is fortunate to have a growing and thriving downtown, amazing Parks and Recreation, and access to open space. I am most interested in the three area objectives below, but I am open to others that would leverage my skill set. Parks and Recreation: Serving on the Creek Side Park Project has really highlighted the need to standardize how we use public spaces. I utilize the Memorial Park app five times a week and have been excited to see the changes that have taken place in the park and the willingness to try new ideas. Economic Development and Business: Running and overseeing businesses from over $300M to bootstrapped startups has made me a strong business leader and given me perspective on how to run and market a business. Climate Change and Sustainability: As a minimalist, I am very concerned about the use of natural resources and what we are doing to preserve them in the short and long term

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- ☑ Climate Change and Sustainability
- ☑ Parks and Recreation
- ☑ Economic Development and Business

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

There seem to be individual plans for each park – Creek Park, Memorial Park, Robson-Harrington, Sorich, and Imagination Park. Under the 10-year plan, would there be a master plan for Parks and Recreation? It has been great to see new initiatives like Pickle Ball. How do we build thriving businesses and events in San Anselmo that will continue to attract current and prospective residents to shop and eat locally? At one point, over 13 storefronts were unoccupied. Is there a plan to help stabilize the town's financial viability? How does climate change/sustainability fit in?

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Kelley Warner

LinkedIn Profile

https://www.linkedin.com/in/kerriemchugh/

Kerrie_McHugh.pdf

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

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☑ I Agree

E-Signature:

Kerrie McHugh

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

Contact

kpmchugh@gmail.com

www.linkedin.com/in/kerriemchugh (LinkedIn)

Top Skills

Merchandising

Product Development

Leadership

Certifications

Supply Chain and Operations Management Tips

Business Analysis Foundations: Business Process Modeling

Certificate in Digital Marketing

Kerrie McHugh

eProcurement I Tech I Transformative Leader

United States

Summary

High-impact entrepreneurial leader with proven experience leveraging analytics to evaluate and elevate business strategies for startups and well-established brands inside and outside the tech space. Highly adaptable with a track record of quickly becoming ingrained in new businesses, enabling the quick implementation of new strategies and pivots, leading to increased revenue and cost savings.

Experience

MainStem, Inc.

2 years 5 months

Head of Customer Experience

September 2022 - Present (1 year 9 months)

Responsible for building and leading the newly created CX team. Optimize onboarding, new technology, and supplier requirements for cross-functional stakeholders. Set weekly/quarterly/annual revenue goals and KPIs per customer. Evolve strategy by customer persona. Member of the Leadership Team, representing market needs and identifying areas of success, opportunities, and obstacles. MainStem is a SaaS technology platform that streamlines procurement.

Head of Sourcing and Supplier Managment

January 2022 - September 2022 (9 months)

Led strategic partnerships and management for over 500 brands. Developed wave sourcing plans to target and optimize savings of over 10% for clients. Streamlined sourcing needs focusing on secure supply chain pipelines while driving overall cost savings—liaison between Operations, Custom Advocacy, and Development teams prioritizing technology requirements.

Hydrofarm LLC

Global Buying

2020 - 2022 (2 years)

Hydrofarm is a leading distributor and manufacturer in the hydroponics space. Collaborated with IT and consultants to create dashboards and software automation that assist in scaling and improving workload efficiency, decreasing stock levels, and improving turn.

Impact:
- Beat the company's sales trend for 2021 sales growth

Self-Employed
Brand Strategy Consultant
2018 - 2021 (3 years)
New York/Los Angeles/San Francisco, CA

Partnered with founders, CEOs, and consultants in a GM function to help grow, scale, and launch businesses. Areas of focus included merchandising, marketing, reporting, analytics, and organizational development.

Impact:
-Reworked supplier management/supply chain, revamping sales team, and organizational development
-Vetted and help hire a marketing firm, set up assortment planning and costing tools
-Led and drove merchandising and product development assortment strategy for multi sales channel retailer

Currently working with several clients in an advisory role

ARCUS Research
VP/Director of Business Development
2016 - 2019 (3 years)
Atlanta, GA/San Francisco, CA

Partnered with the CEO to develop 2 software platforms: Event Management and Marketing Intelligence. Leveraged advanced analytics to deliver actionable insights that drove increased profitability.

Impact:
-Built and ran clients' digital marketing campaigns and provided them with actionable reporting
-Worked as a Program Manager in conjunction with an expert in Agile Project Management; collaborated to create a Tiered Project Planning methodology

that defined key deliverables and improved productivity for remote teams, resulting in increased team productivity averaging 30%

HSN
Director of Women's Merchandising & Product Development / TravelSmith
2014 - 2016 (2 years)
Novato, CA

Led product development, merchandising, and sourcing for a "wear now/ trend-right" strategy and new design direction. Partnered with an international marketing/branding firm and led a companywide rebranding initiative across cross-functional teams for $70M+ e-commerce and catalog businesses owned by Home Shopping Network.

Impact:
-Increased margins by 1.2% and reversed a negative sales trend with the newly designed products, website, and catalog
-Decreased product development liability inventory by 20%.
-Created and implemented companywide cross-functional calendar streamlining processes, improved workload efficiency, and reduced overhead
-Chosen as a senior executive leader; organized transfer of the business and office to the new buyer

Title Nine
Head of Merchandising I Product Development I Sourcing
2012 - 2014 (2 years)
Emeryville, CA

Led the merchandising, sourcing, and product development team and oversaw design, domestic and overseas sourcing. Established new design direction for apparel and accessories. Served as a member of the executive leadership team.

Impact:
-Calendar improved turn, increased in-stock rate to 95%, and reduced transportation costs by over 10%
-Renegotiated all supplier contracts, which improved margin by over 1.6%.
-Exceeded sales plan by 5% and achieved a 13% comp in 2012; also achieved 4% comp growth in 2013

Kmart
Buyer & Product Developer | Merchandising Incubator

2010 - 2012 (2 years)
San Francisco, CA

Created a three-year top-down strategy brand revitalization plan for $173M + business. Developed new domestic design and sourcing strategy; reduced product development timelines and produced higher-quality, fashion-forward urban apparel with improved margins. Also increased turns on less stock liability. Concept rolled out to other areas of the company.

Impact:
-Increased margins by over 2%
-Exceeded 2010 sales plan by 2% and 2012 Q1 targets by 4%

Gap Inc.
Director of Merchandising Adult, Gap Online
2008 - 2009 (1 year)
San Francisco, CA

Led online adult business with $150M in annual sales, accounting for 50% of Gap Inc.'s total online business. Identified a disconnect between online and store merchants/planning teams. Spearheaded presentation to Gap store leadership team and eventually to 600+ Gap brand employees, which enabled a "Total GAP" 360˚ customer experience by mirroring online and in-store marketing promotional efforts.

Impact:
-Improved cross-functional communication/relationships, resulting in a 27% online sales comp during Q3 for new 1969 Denim launch

RedEnvelope
Senior Director, Merchandising
2007 - 2008 (1 year)
San Francisco, CA

Hired to developed companywide strategies for $100M+ e-commerce and catalog company. Tasked with updating the brand to a more modern aesthetic, reduce costly product development, improve product turns, and margin. Led cross-functional team through a new product merchandising/development strategy and turned around a negative sales trend. Beat plan by 16%.

Design Within Reach
Divisional Merchandise Manager / Senior Buyer
2005 - 2007 (2 years)
San Francisco, CA

Divisional Merchandise Manager:
Led a cross-functional team of buyers and planning managers to execute product, planning, and merchandising strategies across a high-end furnishing company's stores, e-commerce, and catalog businesses. Developed product pipeline calendar, resulting in higher in-stock rates, faster turns, and reduced product timelines. Oversaw development projects with Piet Boon, Arne Quinze, Yves Béhar, and Jeffrey Bernett.

Senior Buyer:
Recruited to develop new Children's brand DWRjax. Partnered with VPs of marketing, creative, and stores to create and implement multiple launch strategies, including a standalone catalog, dedicated website, and tiered assortment plans for 60+ stores; exceeded plan by 2%.

Williams-Sonoma, Inc.
Buyer, Pottery Barn Kids / Senior Business Analyst
2003 - 2005 (2 years)
San Francisco, CA

Outdoor and Playroom Buyer, Pottery Barn Kids:
Direct-to-customer (DTC) merchant responsible for $55M business (outdoor and playroom furniture); developed DTC exclusive strategies as lead merchant for product development, emphasizing growth in assortment of DTC merchandise. Grew business over 28%, beating sales plan by 12%.

Senior Business Analyst:
Joined the IT department as the business liaison between the company's merchant and planning organization during the development of a new reporting system. Worked in conjunction with the training department to assess, write training requirements, and coordinate curriculum development. Led 5 brands by taking requirements, influencing, and driving consensus for standardized reporting across all concepts. Launched and taught all brands; led 30+ reporting classes and instructed 400+ employees

Education

The Wharton School
Digital Marketing Certificate · (2019)

University of San Francisco

Bachelor of Fine Arts - BFA,

Academy of Art University

Bachelor of Fine Arts - BFA, Advertising Design

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Laurie (First Name) | A (Middle Initial) | Berliner (Last Name)

madgeandmehats@gmail.com
Email Address

[redacted]
Home Address

Suite or Apt

Tiburon (City) | CA (State) | 94920 (Postal Code)

Home: (415) 717-9624 (Primary Phone) | Alternate Phone

Occupation

Small business owner

Employer's Address

Owner/milliner Madge & Me Hats, 506 San Anselmo Avenue, San Anselmo, CA 94960

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

N/A

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

N/A

Number of years as a resident in Marin?

62

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Downtown

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

Suellen LaMorte, (415) 987-7832 Ross Asselstine, (415) 730-4530 Nancy Altman, (415) 806-0359

Education Level Achieved *

☑ Doctorate/PhD

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I am on the Board of the San Anselmo Chamber of Commerce. I am the Vice Commodore of the Tiburon Yacht Club.

Reasons for this appointment:

My interest in seeking this appointment is to ensure that any updates, revisions, and supplements to the San Anselmo General Plan have local business interests in mind.

What are your qualifications for this appointment?

I was born and raised in San Anselmo, attended local schools and have many life long connections to the community. I am a business owner active in supporting events for local

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I would work to ensure the Town General Plan has in mind the needs of local businesses (merchants, professional services as well as restaurants) and promotes a sustainable, vibrant business environment. Of equal importance is making sure the General Plan goals and objectives reflects the aging population of Marin County where 1/3 of the residents are 60 years and older.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Community Outreach and Engagement
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Age Friendly Community

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

1. Whether and to what extent should the General Plan be modified to incorporate proposed changes to traffic and pedestrian access to the downtown business public space based upon recommendations from the pending Parisi traffic/bike/pedestrian safety study. 2. Flood mitigation and resolution to the dispute with the County over Building Bridge 2. 3. Ensuring the General Plan reflects the needs of seniors in consideration of the aging population of Marin County.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Town Newsletter

LinkedIn Profile

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Laurie A Berliner

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Laurie Berliner

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

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Andrew
First Name

Middle Initial

Mccune
Last Name

andrew@andrewmccune.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (206) 850-8500
Primary Phone

Alternate Phone

Occupation

Architect

Employer's Address

49 Sunnyside Avenue San Anselmo CA 94960

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

2.5

Number of years as a resident in Marin?

2.5

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southwest San Anselmo

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

Bobbi Wunsch - (415) 309-3232 Kelli Copland (415) 233-3787 Ann Fanoe (415) 819-3536

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I have not yet served in public office or on civic commissions. I have presented to many design review boards and planning commissions in my professional capacity. Serving the community in this way is something I would like to do, especially now that we are members of the San Anselmo community - a place that we are grateful to call home.

Reasons for this appointment:

Again, I would like to be of service to San Anselmo. It is humbling to consider how the service of those who came before us has contributed to the ongoing quality of life from which we benefit. I would like to contribute to the maintenance and improvement of the physical fabric that constitutes the built (and unbuilt) environment.

What are your qualifications for this appointment?

I am an architect and, as such, I am deeply interested in the physical environment and how we can improve it. My education and professional experience address many of the topics the Committee considers.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I am excited to be a member with a general purpose of service and contribution to the town. I do not have a specific agenda, but will be happy to contribute to the best of my ability.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Natural Resources, Open Space, and Conservation
- [x] Parks and Recreation
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Public Services (i.e., roads, fire, police)

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

I think the most pressing challenges the Committee will face revolve around the mandate(s) from the state to increase density (demographic increase) while also maintaining the form and charm (both natural and built) of the town. I believe that we can do this while also improving the beauty and function of the town! How to increase the parks, recreation and public facilities (with wise foresight) within limited budgets is also very to me.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Email invitation

LinkedIn Profile

[redacted]

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

Andrew Mccune

E-Signature:

Andrew McCune

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

Andrew McCune [redacted] San Anselmo CA 94960 206 850 8500 andrew@andrewmccune.com

REGISTRATIONS

NCARB 1998
California 2020
Massachusetts 2024
Wyoming 1999

EDUCATION

Yale University M.Arch. 1995
Princeton University A.B. in Architecture, *cum laude* 1992

EXPERIENCE

Andrew McCune Architect San Anselmo, CA June 2023 to Present
Principal
Residential and small commercial projects.

SOM San Francisco, CA April 2022 to June 2023
Associate - Architect
Technical execution of design – commercial and civic projects

Group Delphi Alameda, CA March 2021 to February 2022
Director of Architecture
ADU – prototypes and finished designs

HKS, Inc. San Francisco, CA April 2014 to January 2021
Vice President and Senior Project Architect
SFO – Terminal 1 – Boarding Area B
The Village – Dallas

Exotic Metals Kent, WA November 2010 to April 2014
Supervisor, QA Department
Specialty Welder and Precision Assembler

NBBJ Seattle, WA May 2001 to July 2005
Associate
Seattle Hotel Group - Four Seasons - Seattle
Microsoft – Building 36 - Redmond

Callison Architecture Seattle, WA November 1998 to May 2001
Sun Microsystems - San Jose

Langdon Wilson Phoenix, AZ September 1995 to September 1997
Arizona Federal Credit Union - Phoenix
US Federal Couthouse with Richard Meier – Phoenix

Arizona State University Phoenix, AZ September 1996 to September 1997
Adjunct Instructor in The College of Architecture and Environmental Design
ADE 120 – Design Fundamentals

SKILLS

CAD Revit, MicroStation, AutoCAD – 2D, 3D modeling
Graphics Adobe Creative Suite: InDesign, Illustrator, Photoshop, Acrobat; basic XHTML and CSS
Specifications Writing Full range of project types and scales, CSI CDT certification
Fabrication TIG welding – stainless, nickel-based alloys, titanium; aerospace assembly capabilities

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Spencer (First Name) | A (Middle Initial) | Michels (Last Name)

michelsspencer@yahoo.com (Email Address)

[redacted] (Home Address) | (Suite or Apt)

San Anselmo (City) | CA (State) | 94960 (Postal Code)

Home: (415) 457-2509 (Primary Phone) | Mobile: (445) 828-1404 (Alternate Phone)

Occupation

Retired correspondent & producer

Employer's Address

PBS Newshour , San Francisco bureau,

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

N/a

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

55

Number of years as a resident in Marin?

55

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Ross Valley Flats

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

Nancy Oswald 414 454-1499 Dan Thomas, 415-456-9403 Phil Hicks, 415-717-0021

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

Currently a docent at Marin Civic Center. Years of reporting on planning issues starting in 1961.

Reasons for this appointment:

Interested in issues related to Planning and general plan, and future of San Anselmo as a middle class town

What are your qualifications for this appointment?

Reporting on planning issues for 50 years for newspaper and TV. Reading about local issues.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I think a reporter's curiosity and willingness to dig are essential to these issues. Also keen sense of fairness and of history.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Historic/Cultural Preservation

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

Future look and atmosphere of city; affordablity; traffic and parking, open space,

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

City mgr newsletter

LinkedIn Profile

Go on line and look up; will submit written resume if needed.

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

Spencer Michels

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

Spencer A Michels

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Richard
First Name

Middle Initial

Berkson
Last Name

richard@berksonassociates.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Mobile: (510) 612-6906
Primary Phone

Alternate Phone

Occupation

Consultant

Employer's Address

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

28

Number of years as a resident in Marin?

28

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Downtown

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

Steve Vance 415-453-9477 Patrick Knight 415-250-1018 Rod Miles 415-721-7128

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

Currently a member of the Town's Infrastructure and Fiscal Monitoring Committee (IFMAC) and Tax Equity Board. I have also served on the ad hoc pension committee. I have participated for several years as a volunteer to the Economic Development Committee (EDC) and prepared its first Economic Development Plan and revised its Action Plan format.

Reasons for this appointment:

I am seeking this appointment to build upon my contributions on Town boards and commissions to improve San Anselmo as a place to live, work and visit.

What are your qualifications for this appointment?

I bring extensive experience with the Town's fiscal/economic planning, as well as over 40 years of related professional experience in the areas of urban economics, real estate, fiscal analysis, government organization and planning.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

As noted in my prior response, I wish to make an enduring contribution to improving San Anselmo as a place to live, work and visit. The GPAC offers an opportunity to help develop the General Plan which will shape the Town for years to come.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Economic Development and Business
- [x] Public Services (i.e., roads, fire, police)

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

1) Balancing change against potentially competing community interests, priorities and the resulting trade-offs. 2) Providing a realistic framework for implementation of the General Plan recognizing legal, economic and funding constraints and opportunities.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Town website and staff

LinkedIn Profile

https://www.linkedin.com/in/richard-berkson-59191513/

Berkson_resume.pdf

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Berkson_resume.pdf

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

Richard Berkson

Thank you for your interest in serving the Town of San Anselmo and its citizens. For further information, please contact the Town Clerk, townclerk@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 Committee, & 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, and economic development).

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 issues and develops mitigation measures for long-term fiscal sustainability. Forecast budgets and develop asset management policies and programs.

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 economic development strategies. Constructs pro forma financial analysis of large-scale mixed-use projects, as well as individual business proposals.

[redacted] ▪ San Anselmo, CA 94960
510.612.6906 ▪ Richard@BerksonAssociates.com

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Danielle
First Name

Middle Initial

Staude
Last Name

bartonid@yahoo.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (415) 302-[redacted]
Primary Phone

Alternate Phone

Occupation

City Planner (Long Range/Advance Planning)

Employer's Address

[redacted]

Question applies to General Plan Advisory Committee
If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

16

Number of years as a resident in Marin?

20

Question applies to General Plan Advisory Committee
Please indicate the neighborhood you reside or own property/a business in.

☑ Northeast San Anselmo

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

Kim Pipkin (415) 755-[redacted] Ranjiv Khush (415) 680-[redacted] Mary Unger (415) 902-[redacted]

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I am the Principal Planner for the City of Mill Valley responsible for advance planning and General Plan implementation. Worked on their comprehensive General Plan Update, which was adopted in 2013. Very familiar with General Plan policy work, working with boards and the public as part of consensus building, and presenting information to various persons/committees.

Reasons for this appointment:

I am qualified and can help the City work toward the adoption of a General Plan Update.

What are your qualifications for this appointment?

My daily work for the City of Mill Valley entails long-range planning and implementation of General Plan policy work. I have worked on a comprehensive General Plan Update, as well as three Housing Element updates. Most recently, I worked on an update to the Climate Element and Climate Action Plan, which was adopted on May 6, 2024. I have worked with Christine O'Rourke as well as Heidi Scoble on housing and sustainability policy related matters..

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I would love to help the City I live in, given my background and expertise. I also have three children, and would like to illustrate to them the importance of giving back and volunteering in your community.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Natural Resources, Open Space, and Conservation
- [x] Climate Change and Sustainability
- [x] Community Outreach and Engagement
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Age Friendly Community

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

While not a "current" issue, change is always the hardest discussion item. But, to keep the goals and values of the town it is important to make sure that we are able to adapt to maintain assets we treasure. In terms of a "current" issue, I think land use continues to be the largest issue facing the City in terms of balancing open space interests; business/economic vitality; parking; and housing needs.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Heidi Scoble

LinkedIn Profile

Danielle Staude

mill_valley_-_comp_plan_small_merit.pdf
Upload a Resume

City_Council_Staff_Report_9-30-13.pdf
You may attach other documentation which you believe would be helpful to the Council in its selection process.

City_Council_Staff_Report_10-7-13.pdf

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Danielle Staude

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

American Planning Association
California Chapter
Northern

Making Great Communities Happen

DIRECTOR
Jeff Baker
DIRECTOR ELECT
Andrea Ouse, AICP
IMMEDIATE PAST DIRECTOR
Hanson Hom, AICP
ADMINISTRATIVE DIRECTOR
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TREASURER
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Scott Davidson, AICP
AICP DIRECTOR
Dr. Donald Bradley, AICP
AWARDS PROGRAM DIRECTORS
Eileen Whitty, AICP | **John Cook,** AICP
COMMUNICATIONS DIRECTOR
James Castañeda, AICP
CPF LIAISON
Darcy Kremin, AICP
ETHICS REVIEW DIRECTOR
Colette Meunier, AICP
INTERNATIONAL DIRECTORS
Hing Wong, AICP | **Alex Hinds**
LEGISLATIVE DIRECTOR
Alexandra Barnhill
MEMBERSHIP DIRECTORS
Sandra Hamlat, Geoff Bradley, AICP
NEWSLETTER EDITOR
Naphtali Knox, FAICP
ASSOCIATE EDITOR
Jennifer Piozet
PLANNING COMMISSIONER REP.
Janet Palma, AICP
PLANNING DIVERSITY DIRECTORS
Miroo Desai, AICP | **Cindy Ma**
PROFESSIONAL DEV. DIRECTOR
Tania Sheyner, AICP
STUDENT REPRESENTATIVES
Edward "Ted" Graves | **Amanda Becker**
SUSTAINABILITY DIRECTORS
Katja Irvin, AICP | **Dave Javid,** AICP
UNIVERSITY LIAISON
Justin Meek, AICP
WEBMASTER
Ronny Kraft
SECTION HISTORIAN
Juan Borrelli, AICP
YOUNG PLANNERS GROUP
Shannon Fiala | **Jason Su**
REGIONAL ADVISORY COORDINATORS
East Bay – **Florentina Craciun**, AICP
East Bay – **Dahlia Chazan,** AICP
Monterey Bay – **Aaron Ackerman**, AICP,
Justin Meek, ACIP
North Bay – **Kristine Gaspar**
Peninsula – **James Castañeda**, AICP
Redwood Coast – **Stephen Avis**, AICP
San Francisco – **Brian Soland**, AICP
South Bay – **Jonathan Schuppert**, AICP

April 23, 2014

Danielle Staude
City of Mill Valley

Via Electronic Mail: dstaude@cityofmillvalley.org

Re: 2014 APA California Northern Awards

Dear Danielle,

Congratulations on behalf of the 2014 APA California Northern Section Awards Program Co-Directors and Jury! Your nomination of the Mill Valley 2040 General Plan has been selected for an **Award of Merit in the category of Comprehensive Plan - Small Jurisdiction.**

You and all of the award winners and nominees are invited to attend the Northern Section Awards Ceremony on Friday, May 16, 2014, at the Parc 55 Wyndham Hotel, Union Square, San Francisco. For further information, including how to buy tickets to the Ceremony, please visit the following link:

http://norcalapa.org/programs/awards/

Again, congratulations and thank you for the time spent on the award nomination and application. We look forward to hearing from you and hope to see you at the APA California Chapter Northern 2014 Awards Ceremony.

Sincerely,

Eileen Whitty, AICP

John Cook, AICP

STAFF REPORT

TO: Mayor and City Council

FROM: Mike Moore, Planning and Building Director
Danielle Staude, Senior Planner, MV2040 Project Manager

SUBJECT: Continued Review and Consideration of a Recommendation from the Planning Commission to Certify the MV2040 General Plan Final Environmental Impact Report, Adopt a Statement of Overriding Considerations, Adopt the MV2040 General Plan and Adopt the 2009-2014 Housing Element

DATE: September 30, 2013

Approved for Forwarding:

_____

James C. McCann, City Manager

Note: The Draft MV2040 General Plan, 2009-2014 Housing Element and Final Environmental Impact Report can be downloaded online at www.cityofmillvalley.org/generalplan. Hard copies are available for review at City Hall (26 Corte Madera Avenue) and the Public Library (375 Throckmorton) during normal business hours. (Please note City Hall is closed every other Friday).

Issue:

Certification of the MV2040 General Plan Environmental Impact Report and adoption of the MV2040 General Plan and 2009-2014 Housing Element.

Recommendation:

1) Receive presentation, take public comment, discuss and provide direction to staff on each Element of the Draft MV2040 General Plan, including the 2009-2014 Housing Element, as time permits (*the City Council completed its review of the Final EIR for the General Plan and the Introduction and Land Use Element of the General Plan on September 16*); and

2) Continue the Public Hearing to the October 7, 2013 Regular City Council meeting to consider any final public and/or City Council recommendations and adopt the following Resolutions:

- Resolution 13-43 Certifying the Final MV2040 General Plan Environmental Impact Report (FEIR) for the MV2040 General Plan and adopting a Statement of Overriding Considerations Pursuant to Section 15093(b) of the California Environmental Quality Act Guidelines;
- Resolution 13-44 Adopting the MV2040 General Plan; and
- Resolution 13-45 Adopting the 2009-2014 Housing Element.

Background:

A summary of the contents of the Draft MV2040 General Plan, the Draft 2009-2014 Housing Element and the Final Environmental Impact Report (FEIR) on the General Plan and Housing Element can be found in **Attachment 1**. Please note that this is the Staff Report only for the September 16, 2013 and does not include all of the identified attachments to that report. All of the General Plan related information and correspondence that was part of the September 16, 2013 agenda packet is available online at:

http://www.cityofmillvalley.org/Index.aspx?page=1356 (Hard copies available at City Hall and the Mill Valley Library)

Attachment 2 to this report includes a copy of the recommended amendments to the General Plan and Housing Element from the Planning Commission ("Exhibit A" to the adopted Planning Commission resolution).

At the initial City Council public hearing to consider the Draft MV2040 General Plan, Draft 2009-2014 Housing Element and the Final EIR on September 16, 2013, the City Council took public comment on and discussed the contents of the Final EIR. Following that, the Council then began its review of the Draft General Plan. In the time allotted for the City Council to take public comment and discuss the contents of the Plan, as well as the recommendations of the Planning Commission, the Council was able to complete its review of the Introduction to the General Plan and the Land Use Element. At that point, the Council continued the public hearing to a Special Meeting on Monday, September 30.

The Council will continue its Element-by-Element review on September 30, commencing with the **Mobility Element**, and proceeding through each remaining Element, including the Draft 2009-2014 Housing Element using the same format: brief introduction and overview by staff; City Council questions and comments; public testimony; and then City Council deliberation and direction. At the conclusion of the meeting on September 30, the City Council will continue the public hearing, as well as any remaining Draft General Plan and Draft Housing Element review and deliberations to its regular meeting of Monday, October 7, 2013.

Discussion:

Other than this Staff Report, there is no new or additional information being provided to the City Council for this continued public hearing. Should we receive any communications from the public, we will pass those along as they come in. As the City Council proceeds through its review of the FEIR, Draft MV2040 General Plan and the Draft 2009-2014 Housing Element, staff has been noting all recommended changes or additions. All of the recommended changes will be collected and incorporated into the final approved documents. We would also request that any spelling, punctuation, grammar, syntax or formatting errors that you may find in your review should be passed along directly to staff.

Fiscal Impact:

N/A

Attachments:

1. September 16, 2013 City Council Staff Report (report only, no attachments)
2. "Exhibit A", Planning Commission Recommended Revisions to the Draft MV 2040 General Plan and 2009-2014 Housing Element

STAFF REPORT

TO: Mayor and City Council

FROM: Mike Moore, Planning and Building Director
Danielle Staude, Senior Planner, MV2040 Project Manager

SUBJECT: Final Review and Consideration of a Recommendation from the Planning Commission to Certify the MV2040 General Plan Final Environmental Impact Report, Adopt a Statement of Overriding Considerations, Adopt the MV2040 General Plan and Adopt the 2009-2014 Housing Element

DATE: October 7, 2013

Approved for Forwarding:

_____

James C. McCann, City Manager

Note: The Draft MV2040 General Plan, 2009-2014 Housing Element and Final Environmental Impact Report and all associated staff reports, attachments and communications can be downloaded online at www.cityofmillvalley.org/generalplan. Hard copies are available for review at City Hall (26 Corte Madera Avenue) and the Public Library (375 Throckmorton) during normal business hours. (Please note City Hall is closed every other Friday).

Issue:

Certification of the MV2040 General Plan Environmental Impact Report and adoption of the MV2040 General Plan and 2009-2014 Housing Element.

Recommendation:

At its September 16 and 30, 2013 meetings, the City Council took public testimony and considered the comments of the public and each member of the City Council in its review of the Final EIR for the General Plan and Housing Element, and its review of each of the "Elements" of the MV2040 General Plan, except for the 2009-2014 Housing Element. For the October 7, 2013 meeting, staff recommends that the City Council:

1) Receive presentation, take public comment, discuss and provide direction to staff on any proposed modifications or amendments to the 2009-2014 Housing Element;

2) Review "EXHIBIT A, City Council Recommendations" **(Attachment 1)**, which will become part of City Council Resolution 13-44 (**Attachment 3**) adopting the MV2040 General Plan. Exhibit A includes all of the proposed modifications and amendments made to the Draft MV2040 General Plan by City Council through the September 16 and September 30, 2013 public hearings; and

3) Adopt the following Resolutions:

- Resolution 13-43 (**Attachment 2**): Certifying the Final MV2040 General Plan and 2009-2014 Housing Element Environmental Impact Report (EIR) and adopting a Statement of Overriding Considerations Pursuant to Section 15093(b) of the California Environmental Quality Act Guidelines;
- Resolution 13-44 (**Attachment 3**): Adopting the MV2040 General Plan, including City Council's final recommended modifications identified in "Exhibit A" **(Attachment 1);** and
- Resolution 13-45 (**Attachment 4**): Adopting the 2009-2014 Housing Element.

Background:

Please note that this is the Staff Report only for the October 7, 2013 public hearing. All of the General Plan related information and correspondence that was part of the prior hearings on September 16 and 30, 2013 is available online at:

http://www.cityofmillvalley.org/generalplan

The prior City Council hearings of September 16 and 30, 2013 can also be viewed online through the city's video webcasting at:

http://www.cityofmillvalley.org/Index.aspx?page=1167

At the initial City Council public hearing to consider the Draft MV2040 General Plan, Draft 2009-2014 Housing Element and the Final EIR on September 16, 2013, the City Council took public comment on and discussed the contents of the Final EIR. **Attachment** 5 contains the modifications to the Final EIR based on City Council comments at the September 16 meeting.

Following the consideration of the Final EIR, the Council then began its review of the Draft General Plan. On September 16, the City Council completed its review of the Introduction and the Land Use Element of the MV2040 General Plan. The public hearing was then continued to September 30, 2013. On September 30, City Council completed its review of the Mobility, Community Vitality, Natural Environment, Climate Action,

Hazards and Public Safety and Noise Elements, as well as the General Plan Administration chapter of the MV2040 General Plan.

The City Council hearings and review to date have considered the Planning Commission recommendations to the City Council following their public hearings on the Draft EIR, General Plan and Housing Element on July 22, 24 and 25, 2013, and all written and oral public comments. The Council has completed its review of all the MV2040 General Plan Elements with the exception of the 2009-2014 Housing Element, and has continued the public hearing to Monday, October 7, 2013.

Discussion:

Prior to taking the recommended actions to certify the General Plan/Housing Element EIR, adopt the MV2040 General Plan and adopt the 2009-2014 Housing Element, the City Council has continued the public hearing in order to review its proposed modifications and revisions to the General Plan and to take public comment and consider any possible modifications or amendments to the Housing Element. General Plan modifications and amendments considered by the City Council at its public hearings on September 16 and September 30, 2013 are listed in the attached "Exhibit A" (**Attachment 1**) and discussed immediately below. Following final review of Exhibit A, the City Council will then separately consider the 2009-2014 Housing Element.

EXHIBIT A, CITY COUNCIL RECOMMENDED CHANGES TO THE MV2040 GENERAL PLAN (except the 2009-2014 Housing Element)

Exhibit A (**Attachment 1**) summarizes all of the City Council directed amendments and modifications to the Draft MV2040 General Plan based on public comments and City Council review and consideration on September 16 and September 30. The Exhibit identifies the location in the document (by Element, page number and portion of the narrative text or Goal, Policy or Program number) for of each of the substantive changes directed by the City Council and provides the added or deleted language using underlining or ~~strikethrough~~ to reflect the changes. City Council or member of the public (with City Council support) recommended minor wording changes that did not change the substance of the particular narrative description or Goal, Policy or Program (for example, the deletion of the brand name "Jacuzzi" from the description of the spa at the Community Center) are not included in Exhibit A, but will be incorporated into the final published version of the MV2040 General Plan along with all other identified spelling, punctuation and other typographical errors. Exhibit A also includes the Planning Commission final recommendations not deleted or modified by the City Council. These are highlighted in grey in the Exhibit. This is a complete list of all substantive changes to be incorporated into the MV2040 General Plan upon adoption, including:

- Revisions to the Introduction and the Mobility, Community Vitality and Housing Elements of the MV2040 General Plan to address the "demographic shift" of younger families with school age children moving into Mill Valley and its

potential impact on population growth. The revisions include a new Land Use Program (LU.1-4) to assess the potential impacts as part of the 5-year comprehensive review of the General Plan. This information has also been incorporated into the Alternatives Analysis of the General Plan/Housing Element EIR. The revisions to the FEIR are addressed in **Attachment 5**.

- Consolidation of the two separate sets of policies and programs related to Parking in the Mobility Element into one policy and related programs.

- Consolidation of the eight programs associated with Community Vitality Element Policy CV.7 (Library) into three programs.

- Addition of a new Goal, Policy and Programs related to youth and adult sports.

- Revision of Community Vitality Element Art Goal 3 and Policy 6 related to funding and services for the arts and the deletion of Art Policy 7 and Programs 7-1 and 7-2 related to scheduling preferences and fee waivers for arts activities at City facilities.

- Revisions to the Natural Environment Element to add narrative language and maps relating to Richardson Bay and Mill Valley Watersheds and to provide additional information on local plant and animal species (this is in addition to the new, more extensive Natural Environment maps that were introduced as part of the packet for the September 16 City Council public hearing in response to concerns about the maps in Draft MV2040 General Plan Natural Environment Element). Revisions will also be made to the General Plan Glossary (Appendix E) to add terms from the Natural Environment Element.

- Addition of narrative language and two new programs (CL.1-1 and 1-2) to the Climate Action Element regarding Marin Energy Authority (MEA) and Marin Clean Energy (MCE) and its contributions to reducing GHG emissions and renewable power supplies.

Exhibit A will be adopted as part of Resolution 13-44, adopting the General Plan.

DRAFT 2009-2014 HOUSING ELEMENT

The 2009-2014 Housing Element is part of and must be consistent with the General Plan, but is under separate cover and is formatted differently from the other General Plan Elements in order to address specific requirements of state law:

- Chapter 2 of the Housing Element – the "Housing Plan" – contains all of the goal, policy and program recommendations and was the focus of review by the Land Use and Mobility Working Group and the General Plan Advisory Committee.

- Chapters 3 and 4 – the "Housing Needs Summary" and "Housing Resources", respectively – describe the particular housing-related circumstances of Mill Valley (based on U.S. Census, State Department of Finance and local data and research) that provide the foundation for the recommendations in Chapter 2.
- Appendices A through D go into greater detail about local housing needs and constraints as required by state Housing Element law.
- Appendix C provides the details of the site capacity analysis that shows that the City has identified sufficient sites within the City and under existing zoning designations to meet the total housing units (292) and the number of units by income category (from "Very Low" to "Above Moderate") of the City's 2009-2014 Regional Housing Needs Allocation (RHNA).

Following City Council adoption, the 2009-2014 Housing Element will be sent to the State Department of Housing and Community Development (HCD) for one last review and certification. Based on the HCD letter to the City dated August 15, 2013, this will be a formality since HCD has already determined that the draft 2009-2014 Housing Element meets the requirements of state Housing Element law. With the adoption of the Housing Element, however, the City will have some immediate implementation work to do primarily in the area of Zoning Ordinance changes. More detail and recommendations for that work will be coming to the City Council at the October 21 meeting. In addition, work will need to begin on the 2014-2022 Housing Element. Fortunately, much of what is already in the 2009-2014 Housing Element can be carried over and repackaged – including the site capacity analysis – into the next Element. The City Council will also recall that our Regional Housing Needs Allocation for the 2014-2022 Housing Element cycle is significantly lower: 129 total units for 2014-2022, compared to 292 total units for 2009-2014. The October presentation to the City Council will also discuss and make recommendations regarding the 2014-2022 Housing Element.

Next Steps:

In anticipation of the General Plan and Housing Element being adopted following the public hearing on October 7, the next and final steps in completing the General Plan update process will be the preparation of the final General Plan document for publication: as a printed document and electronically. That will include a final editorial review (spelling, punctuation, grammar, internal consistency, etc.) and creating a format that will make the document accessible and easy to use. There was much discussion, particularly during the Working Group stage of the process, about creating a document that could be viewed on a variety of electronic platforms and that could be used more interactively by the community. This was seen as a way of making the Plan more dynamic and relevant over time in guiding policy-making and decisions, as well as reinforcing the identified Community Values. Although the General Plan will become effective immediately, we anticipate that it will take a couple of months to do the final editing and formatting. We will keep the Council apprised of that process.

Another addition to the General Plan will be a "Forward" which is currently being drafted for City Council review and approval. Work on the Forward was initiated by Mayor Berman with assistance from City staff. The draft Forward will be distributed to the City Council for its review once it is completed.

The City Council, Planning Commission, the GPAC, the three Working Groups and the entire community should be very proud and gratified by the efficient, civil and productive way that this update process has progressed. To complete a comprehensive General Plan update and a Housing Element in less than two years and with the wide range of public outreach and participation that it fostered is not only quite an extraordinary accomplishment, but speaks volumes of the interest, commitment, thoughtfulness and civic pride of Mill Valley's citizens. Congratulations.

Fiscal Impact:

N/A

Attachments:

1. Exhibit A to City Council Resolution 13-44: "City Council Recommendations"

2. City Council Resolution 13-43: Certifying the Final MV2040 General Plan Environmental Impact Report (FEIR) for the MV2040 General Plan and adopting a Statement of Overriding Considerations Pursuant to Section 15093(b) of the California Environmental Quality Act Guidelines;

3. City Council Resolution 13-44: Adopting the MV2040 General Plan, including City Council final recommended modifications identified in Exhibit A of the Resolution;

4. City Council Resolution CC13-45: Adopting the 2009-2014 Housing Element

5. FEIR Errata Sheet

6. October 13, 2013 Letter from Lucy Mercer and Tammy Edmonson, Throckmorton Theater

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Question applies to multiple boards

If you are interested in applying for a Youth Commissioner opportunity, please click here. You will not need to fill out the below form to be considered for a Youth Commissioner position.

April (First Name) | A (Middle Initial) | Hewes (Last Name)

hewesgirl@aol.com
Email Address

[redacted]
Home Address

UNIT [redacted]
Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (801) 750-1191
Primary Phone

Alternate Phone

Occupation

CHAPLAIN/Graduate Student

Employer's Address

San Francisco Theological Seminary-Redlands University Deans Office 105 Seminary Road, San Anselmo CA 94960

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

San Francisco Theological Seminary

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

8

Number of years as a resident in Marin?

8

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Downtown

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

Linda Kenton 415.258.4656 John Falcone Ph.D. 415.451.2824 Rev Laurie Garrett-Cobbina Ph.D. 415.451.2889

Education Level Achieved *

☑ Doctorate/PhD

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

Currently serving on the Racial Equity Committee of San Anselmo Past service in Salt Lake City, Utah

Reasons for this appointment:

Transparency in the planning process of the Town of San Anselmo is so important for those of us who are under-represented. I want to share my diverse perspectives and others, in order to raise up more of San Anselmo's less heard voices.

What are your qualifications for this appointment?

Multiple years of public service in San Anselmo, CA and Salt Lake City, UT

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

It is so important to have many voices represents in town planning, especially those who are less represented.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Community Outreach and Engagement
- [x] Other

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

Public workshops and feed back is so important. This way more of our town has the chance of being represented

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Radical Equity Committee

LinkedIn Profile

https://www.linkedin.com/in/april-hewes-7a602017/

PCUSA_Resume_2018.docx

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

April Hewes

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

April A Hewes

April Ann Hewes CSW, MSW, D.Min. Student
[redacted]
San Anselmo, CA 94960
(801)750-1191
Hewesgirl@aol.com

Certified Social Worker License #: 376220-3502
Substance Abuse Emphasis
International Social Work Emphasis
Attachment/Children Focus

Education

San Francisco Theological Seminary
San Anselmo, California
Master of Divinity
GPA 3.3
Graduation: June 5, 2019
Doctor of Ministry Student
Currently Attending

University of Utah
Salt Lake City, Utah
Master of Social Work
Clinical Social Work
Emphasis in Addiction Counseling
GPA 3.6
Graduation: May 7th 2009

Utah State University
Logan, Utah
Bachelor of Science
Major in Psychology; Minor in Sociology
GPA. 3.6
Graduated May 6th 2006

Experience

Holy Grounds Manager
Creator of “The Kids Corner” and “SFTS Hildegard of Bingen Food Bank Program”
San Francisco Theological Seminary
San Anselmo, California
2017-Current
Supervisor: Rev Dean Laurie Garrett-Cobbina, Ph.D.
415.451.2889
l_garrett-cobbina@redlands.edu

San Francisco Theological Seminary
Maintenance Dept
San Anselmo, California
2019-2024
Supervisor: Dean Hansen
415.686.2388

Interfaith Counseling Center
Administration
San Francisco Theological Seminary
San Anselmo, California
2016-Current
Supervisor: Scott Sullender Ph.D.
415-256-9701
ssullend@gmail.com

Furniture Fair Staff
San Francisco Theological Seminary
San Anselmo, California
2017-Current
Supervisor: Nancy Gutgsell
415-451-2816

Family Promise
Homeless Family Shelter/Services
Salt Lake City, Utah
Hosting/”Super Volunteer”: 17 Years
Office Assistant: 2 Years
Program Director: Tony Milner
801-792-7395

Bud Bailey Apartment Complex
Youth/Adult International Refugee Program
Salt Lake City, Utah
1 Year
Computer education, tutoring, teen program assistant
801-270-1330

Emerson Elementary
Salt Lake City, Utah
4 Years
Teachers Assistant
Special Education/Music
Kindergarten-Sixth Grade
Teacher: Budge Thomas Porritt
Principle: Daniel Burgeman

MSW/CSW
Family Support Center
Life Start Village
Midvale, Utah
2 years
Substance Abuse/Relapse Prevention
Group Work
Women/Children
Supervisor: Bonnie Peter, LCSW

Master of Social Work Intern
House of Hope
Salt Lake City, Utah
1 Year
Addiction Therapist with Women/Kids
Individual/Groups
Supervisor: Debbie Sutherland, LCSW

Master of Social Work Intern
Intermountain HealthCare Central Dialysis
Salt Lake City, Utah
1 Year
Medical Social Work/Case Manager
Individual/Groups
Supervisor: Kimberly Stone-Garcia, LCSW

Master of Social Work Intern

University of Utah Neuropsychiatric Institute
Neurobehavioral H.O.M.E.
Salt Lake City, Utah
1 Year
Clinical/Medical Social Work with People (Children and Adults) with Disabilities
Supervisor: Robert Buccerie, LCSW

The Children's Center
Teacher Assistant/Volunteer in Therapeutic Preschool
Salt Lake City, Utah
3 Years
Working with Young Children (ages 2-6 years old)
Day Treatment
Clinical Director: Douglas Goldsmith, PhD

Copper Hills Youth Psychiatric Hospital
Mental Health Support Worker
South Jordan
1 Year
Case Management with Adolescence
Facilitating Groups and Patient Safety

Valley Mental Health R-Tec Satellite
Mental Health Support Worker
Murray, Utah
1 Year
Inpatient Case Management with Male Teen Sex Offenders
Facilitating Groups and Patient Safety

RISE INC
Helmsman/Alta/Turnburry Group Home Staff Member
Salt Lake City, Utah
3 Years
Disability Support Staff

Honors/Leadership

Godly Play Certified Teacher
San Francisco Theological Seminary Student Government 2017-2018
San Francisco Theological Seminary Food Bank Volunteer 2016-Current

Practicum Award Leadership Board 2009
Master of Social Work Diversity Chair Student Council 2008-2009
Member of the Golden Key International Honour Society 2007
Voices of Diversity Coordinator 2006
Member of Pinnacle, the National Honors Society 2005
The National Dean's List 2005

References:

1. Laurie Garrett-Cobbina
San Francisco Theological Seminary Dean
415.451.2889

2. Dean Hansen
San Francisco Theological Seminary Maintenance Lead
415.686.2388

3. Scott Sullender Ph.D.
Interfaith Counseling Center Supervisor
415-256-9701

4. John Falcone Ph.D.
San Francisco Theological Seminary Visiting Professor
415.451.2824

5. Tony Milner
Former Family Promise Director
801-792-7395

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Collin (First Name) | E (Middle Initial) | Martin (Last Name)

collin.martin@gmail.com (Email Address)

[redacted] (Home Address) | (Suite or Apt)

San Anselmo (City) | CA (State) | 94960 (Postal Code)

Home: (415) 298-3501 (Primary Phone) | (Alternate Phone)

Occupation

Management

Employer's Address

Advent Software 600 Townsend St. San Francisco, CA

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

no

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

4

Number of years as a resident in Marin?

4

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southwest San Anselmo

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

Amanda Martin 415.601.9111 Celeste Barnes 415.336.3817 Dan Bremer: 415.823.2952

Education Level Achieved *

☑ College/University Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

No public office but extensive experience organizing different groups and project management, etc.

Reasons for this appointment:

Would like to be involved in town planning and direction of development

What are your qualifications for this appointment?

Have experience in management of systems and people. Great interest in city planning and building better community spaces.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

Yes, would like to help plan the direction of the town. Not sure if it can be part of this committee, but would love to help develop a plan for a traffic circle at Red Hill/SFD intersection.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Natural Resources, Open Space, and Conservation
- [x] Parks and Recreation
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Public Services (i.e., roads, fire, police)
- [x] Other

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

Very interested in working on a traffic circle and development of community spaces.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

Nextdoor

LinkedIn Profile

https://www.linkedin.com/in/collin-martin-1b95523/

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

Collin Martin

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

Collin E Martin

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Question applies to multiple boards

If you are interested in applying for a Youth Commissioner opportunity, please click here. You will not need to fill out the below form to be considered for a Youth Commissioner position.

Alexander (First Name) | C (Middle Initial) | Hamblet (Last Name)

alexanderhamblet@gmail.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (415) 497-4809
Primary Phone

Alternate Phone

Occupation

Student

Employer's Address

[redacted]

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Archie Williams

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

16

Number of years as a resident in Marin?

16

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southeast San Anselmo

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

Lauren Hamblet 415 233 1659 Cooper Little +1 (415) 991-9781 Tony Georges (415) 602-4151

Education Level Achieved *

☑ High School Diploma or GED

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I am a youth commissioner on the San Anselmo Open Space Committee

Reasons for this appointment:

I was recommended for the position and am interested in serving for this position

What are your qualifications for this appointment?

I am currently serving on a town board at the moment and also have very good grades. I have also lived in San Anselmo my whole life and am passionate about making it a better place.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I think it's exciting to control the future and I think it's important to make decisions in the moment that will effect your future. Some specific objectives I think we should work towards making our town more accessible and friendly for abilities and generations.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Natural Resources, Open Space, and Conservation
- [x] Community Outreach and Engagement

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

An issue I think this board is currently facing is San Anselmo is not a very appealing place for young people and younger generations to live or spend time.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

A recomendation from Lindsey Klein

LinkedIn Profile

[redacted]

Upload a Resume

[redacted]

You may attach other documentation which you believe would be helpful to the Council in its selection process.

[redacted]

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

- [x] I Agree

E-Signature:

Alexander Hamblet

Alexander C Hamblet

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

Student Name		
Hamblet, Alexander Cohen		
Perm ID [redacted]	State ID [redacted]	Grd **10**
Date Of Birth **03/06[redacted]**		
Home Address [redacted] **San Anselmo, CA 94960**		

Tamalpais Union High School District
Archie Williams High School

Archie Williams High School
1327 Sir Francis Drake Bl
San Anselmo, CA 94960

January 12, 2024

Phone	CEEB #
415-458-3400	**052770**

Counselor
Kassebaum, Kyle

	Course Title	Mark	Cred Att/Cmp
Archie Williams High	Yr: **2022** Term: **S1**	Grade: **09**	
	English 1	A	5.0 / 5.0
	World History 1	A	5.0 / 5.0
	Geometry 1	A	5.0 / 5.0
	Physics in the Universe 1	A	5.0 / 5.0
	Spanish 3	A	5.0 / 5.0
	Art Explorations-fall	A	5.0 / 5.0
	PE Core 1	A	5.0 / 5.0
	Advisory	CR	0.5 / 0.5
Cred Att: 35.5	Cred Cmp: 35.5	GPA: 4.00	
Archie Williams High	Yr: **2022** Term: **S2**	Grade: **09**	
	English 2	A-	5.0 / 5.0
	World History 2	A	5.0 / 5.0
	Geometry 2	A	5.0 / 5.0
	Physics in the Universe 2	A	5.0 / 5.0
	Spanish 4	A	5.0 / 5.0
	Graphic Design 1-spr	A	5.0 / 5.0
	PE Core 2	A	5.0 / 5.0
	Advisory	CR	0.5 / 0.5
Cred Att: 35.5	Cred Cmp: 35.5	GPA: 4.00	
Archie Williams High	Yr: **2023** Term: **S1**	Grade: **10**	
	English 3	A	5.0 / 5.0
	Social Issues	A	5.0 / 5.0
H	Honors Advanced Algebra 1	A-	5.0 / 5.0
	The Living Earth 1	A-	5.0 / 5.0
	Physiology 1	B+	5.0 / 5.0
	Spanish 5	A	5.0 / 5.0
	PE Core 3	A	5.0 / 5.0
	Advisory	CR	0.5 / 0.5
Cred Att: 35.5	Cred Cmp: 35.5	GPA: 4.00	
Work In Progress			
Archie Williams High	Yr: **2023** Term: **S2**	Grade: **10**	
	English 4		5.0 / 0.0
	World Cultures and Geography		5.0 / 0.0
H	Honors Advanced Algebra 2		5.0 / 0.0
			Continued on next column...

	Course Title	Mark	Cred Att/Cmp
Archie Williams High	Yr: **2023** Term: **S2**	Grade: **10**	
	The Living Earth 2		5.0 / 0.0
	Physiology 2		5.0 / 0.0
	Spanish 6		5.0 / 0.0
	PE Core 4		5.0 / 0.0
	Advisory		0.5 / 0.0
Cred Att: 35.5	Cred Cmp:	GPA:	

Graduation Requirements - Credit Summary

Subject Area	Req'd	Comp	WIP	Need
Economics	5.0	0.0		5.0
Electives	50.0	21.5	10.5	18.0
English	40.0	15.0	5.0	20.0
Fine Arts	10.0	10.0		
American	5.0	0.0		5.0
Government				
Math	30.0	15.0	5.0	10.0
Physical	20.0	15.0	5.0	
Education				
Science	30.0	15.0	5.0	10.0
Social Science	30.0	15.0	5.0	10.0
TOTALS	220.0	106.5	35.5	78.0

AP = Advanced Placement H = Honors R = Repeat No Credit C = Repeat with Credit * = Modified

Grade Point Legend

Mark	Normal	Honors
A	4.00	5.00
B	3.00	4.00
C	2.00	3.00
D	1.00	1.00
F	0.00	0.00

GPA Summary

Total Weighted	**4.00**
Academic Wght	**4.00**
Acad Wght 10-12	**4.00**

NOTES

Enter Date	
08/17/2022	
Leave Date	Graduation Date

Class of 2026

Transcript is unofficial unless signed by a school official. _____ Date of Signature: 01/12/2024

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Richard
First Name

W
Middle Initial

Pratt
Last Name

rwesleypratt@gmail.com
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Mobile: (415) 830-7587
Primary Phone

Business: (415) 473-6497
Alternate Phone

Occupation

Attorney

Employer's Address

Hall of Justice, Room 145 3501 Civic Center Drive San Rafael, CA 94903

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

17

Number of years as a resident in Marin?

17

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Northwest San Anselmo

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

John Richard (781) 249-6850 Blake Rhodes (415) 531-9586 John Baker (415) 378-6626 David Ott (415) 816-2619

Education Level Achieved *

- [x] College/University Degree
- [x] Doctorate/PhD

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

I served two terms as a Trustee of the Ross Valley School District from 2013-22. Accordingly, I am familiar with the Brown Act. I am also familiar with the roles and functions of those who comprise leadership of Town Government, i.e. "who does what" and "who is accountable to whom." I understand how to communicate civilly with town staff. I understand how to communicate civilly with members of the general public, including those who are uncivil, under-informed, and who jump to conclusions. I have no "agenda" in seeking to become a member of the General Plan Advisory Committee, other than an interest in giving back to the community that has given me and my family a great deal of happiness.

Reasons for this appointment:

I shall construe this question as asking why I had initially become interested in serving as a school board trustee. In 2013, I heard rumors in the community that there were potential candidates for school board (RVSD) who had agendas which were not in keeping with the general principles of fairness and equity in our public schools. In particular, I heard that there were significant governance problems at Manor School in Fairfax due to an imbedded school district program where there was longstanding and systematic socio-economic, gender, and disability discrimination. I became a trustee so that others with potentially improper agenda(s) could not be placed into an important decision-making position. When I became a trustee, I arrived with a completely open mind and did not automatically accept any of the rumors that I had heard. I sought to learn the truth on my own and in due course. While a trustee, a neutral third party investigator was hired and conducted a comprehensive investigation including numerous interviews. The investigator found multiple areas of discrimination within the imbedded school district program that had existed for years at Manor School. Even after being confronted with the investigative findings, the program refused to come within the proper governance of the school district Superintendent. The findings of discrimination understandably resulted in significant changes in the school district's approach to the program; it also resulted in the opening of a charter school, i.e., the leaders (and the teachers) responsible for the longstanding discrimination within the school district left the school district and started a new school outside of the school district. While this was a difficult process, it was necessary to take corrective action and to address the discriminatory practices. Discrimination in all forms is wrong. I was able to help solve a longstanding problem.

What are your qualifications for this appointment?

I respond to logic and reason. I do not have a hidden agenda. I would like to give back to the community. I have been an unpaid public servant and know the quiet satisfaction of being part of a solution. Also, I do not respond to under-informed insults from those in the general public who are constant complainers and are impossible to satisfy.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

I am interested in hearing more about the potential ideas/solutions with respect to traffic flow at the hub. Also, while I was personally disappointed that Measure M did not pass back in 2019, I am interested in learning more about future plans as to upgrades at Memorial Park. I am also interested in learning more as to why some members of our constituency appear to be opposed to infrastructure upgrades.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Historic/Cultural Preservation
- [x] Natural Resources, Open Space, and Conservation
- [x] Climate Change and Sustainability
- [x] Parks and Recreation
- [x] Community Outreach and Engagement
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Health, Equity, and Environmental Justice
- [x] Public Services (i.e., roads, fire, police)
- [x] Natural Hazard Planning
- [x] Age Friendly Community

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

Building as much consensus as possible as we go forward. If future infrastructure change is part of San Anselmo's General Plan, I think part of the Committee's work should include engagement with those who have been historically at odds with change. The Committee may be able to pull otherwise oppositional constituents in as advocates for change by constructing a unified General Plan via good outreach and engagement.

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

My son (Stuart Pratt) who is on a Town of San Anselmo sub-committee.

LinkedIn Profile

Yes.

RWP_Resume_May_2024.pdf

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

R. Wesley Pratt

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

R. Wesley Pratt

(415) 473-6497 (W)
(415) 830-7587 (Cell)
Wesley.Pratt@marincounty.gov

Legal Experience

Deputy District Attorney III *May 2023- present*
Office of the District Attorney, Marin County *San Rafael, CA*

- Insurance Fraud Prosecutor with focus on workers' compensation fraud and automobile insurance fraud overseeing two investigators and an administrative assistant.
- Responsible for multi-agency collaboration and communication with other city, county, and state agencies for investigation and prosecution.
- Bring extensive trial experience to office for office-wide consultations on effective investigation and prosecution of serious felony matters.
- Versed in the policies and procedures of the office, including use of office software including Darwin, Evidence.com, EJUS, and other software platforms.
- Demonstrated willingness to assist office-wide to support the mission of the District Attorney, including coverage of calendars so that colleagues are free to prepare cases for trial.

Deputy County Counsel *March 2023-May 2023*
Office of County Counsel, Sonoma County *Santa Rosa, CA*

- Brought on board in "Extra Help" capacity to assist litigation division.
- Assisted in all aspects of litigation, including trial, mediation, depositions, and general legal advice to multiple agencies within Sonoma County government.
- Advised all other practice groups on sensitive, high value cases in which prolonged and expensive litigation was contemplated.

Senior Litigation Attorney *October 2017-March 2023*
de la Pena & Holiday, LLP *San Francisco, CA*

- Conducted all aspects of litigation practice, including jury trials, discovery, mediation, arbitration, law and motion, post-trial motions, and appeals.
- Directed and supervised litigation team, including junior attorneys, paralegals, and administrative support staff.
- Extensive experience in advising clients and insurance carriers of risk, strategy, resolution, and creative avenues to resolve disputes while forging relationships of confidence and trust with clients, courts, and third-party witnesses.

Owner/Partner *July 2013-October 2017*
Brent, Fiol & Pratt, LLP *San Rafael, CA*

- Managed plaintiff's-side civil practice, including all aspects of litigation from initiation of suit through mediation, trial, and appeal.
- Completed lengthy jury trials resulting in verdicts in excess of one million dollars.

Partner *January 2000-July 2013*
Hassard Bonnington, LLP *San Francisco, CA*

- Civil litigation practice with an emphasis on medical malpractice cases.
- Clients included large international teaching hospitals, medical malpractice insurance companies, and local medical professionals.
- Extensive experience reviewing and understanding complex medical matters and consulting with experts.

Deputy District Attorney *November 1997-December 1999*
Office of the District Attorney, Sonoma County *Santa Rosa, CA*

- Managed criminal court case load in misdemeanor trial department.
- Conducted criminal jury trials, including all pretrial phases through sentencing.

Bar Admissions

State Bar of California, November 1997 (SBN 191159)

United States Supreme Court

Ninth Circuit Court of Appeals

United States District Court, Eastern District of California

United States District Court, Northern District of California

Education

McGeorge School of Law, University of the Pacific *May 1997*
Juris Doctor Degree *Sacramento, CA*

Vanderbilt University *May 1989*
Bachelor of Science *Nashville, TN*

Elected Office

Ross Valley Elementary School District Trustee (Two Terms) 2013-22

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Nicholas (nick) — First Name
— Middle Initial
Pappas — Last Name

nick@npenergyca.com — Email Address

[redacted] — Home Address
— Suite or Apt

San Anselmo — City
CA — State
94960 — Postal Code

Home: (925) 262-3111 — Primary Phone
— Alternate Phone

Occupation

Consultant, Energy and Climate

Employer's Address

Self-Employed / Remote

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

1

Number of years as a resident in Marin?

1

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Southwest San Anselmo

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

I just moved here and am just getting to know other members of the community. If it is important to have references, I can provide some local (or non-local) acquaintances who are familiar with my broader personal and professional work related to this appointment. Note: We are committed to remaining in the area until 2033 (end of high school).

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m**. on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

While I have never held public office or been appointed to a board, the entirety of my professional career has focused on working in and around local, state, and federal government, with specific interest in climate policy related to this Commission. As outlined in my resume, this experience began with a role as legislative staff in the California State Assembly and continued in roles leading energy policy development for a local government trade association (CalCCA, which includes MCE as a member) and continues in my role as a consultant advising environmental NGOs and clean energy stakeholders on policy engagement at federal, state, and local agencies. As a private citizen, I have been active in transportation advocacy at the local level in my prior communities (Truckee, Sacramento) and look forward to continuing that engagement in San Anselmo.

Reasons for this appointment:

I am deeply interested in the role of transportation planning as it relates to quality of life, economic and social well-being, and environmental outcomes. I am a daily user of (and taxpayer for) San Anselmo traffic infrastructure and have personal experience as a driver, bike commuter, pedestrian, transit rider, and parent of children regularly walking and biking on local streets. My interest in this appointment stems from a desire to be an active, contributing member of my community, and I believe the general plan is a critical foundation from which broader community policies develop and evolve. While I am new to San Anselmo, our family is committed to remaining in the area until our oldest completes high school in 2033, and this feels like an important opportunity to dive into community engagement.

What are your qualifications for this appointment?

I have over a decade of professional experience engaging with energy, transportation, and climate issues in state and local policy, including graduate coursework in transportation planning as part of my MS degree through the UC Davis Institute of Transportation Studies (everything from emissions policy briefs to simulations in TransCAD). As in my professional work, I hope to leverage my multidisciplinary background to support robust, collaborative development of and deliberation around the general plan.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

Fundamentally, my interest stems from a desire to be an active participant and contributor to the ongoing effort to improve the community in which I live. My family and I are daily users of the San Anselmo transportation network, we shop and dine locally, we socialize and build our communty in the neighborhoods in which we live. We are also stakeholders in the community's risks - wildfire and flood risk, traffic congestion, unsafe routes to school, challenging economics for socioeconomic diversity and a diverse workforce, etc. Participating in the advisory committee for the general plan feels like an important (and somewhat rare) opportunity to engage meaningfully with the significant policy and planning questions facing our community.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

- [x] Land Use
- [x] Climate Change and Sustainability
- [x] Transportation (including bikes, pedestrians, and public transit)
- [x] Economic Development and Business
- [x] Health, Equity, and Environmental Justice

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

San Anselmo is a quiet, beautiful, serene community. Yet much of what underlies its charm and desirability also frame its long-term challenges: its car-dependence as a bedroom community in the era of remote work, its forests and cliffs in an era of extreme wildfire risk and severe precipitation, its exclusivity in an era of community and state pressure on housing equity and diversity. While these issues transect jurisdictions and policy processes, the general plan is a critical process and document to engage meaningfully with these long-term challenges and offer the community an opportunity to build a better future. I would be honored to be a part of that process.

Nicholas (nick) Pappas

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

https://www.townofsananselmo.org/

LinkedIn Profile

https://www.linkedin.com/in/nickpappas/

Nick_Pappas_Resume_2024_05_10.pdf

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Nicholas Pappas

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

Nicholas (nick) Pappas

Nick Pappas

925.262.3111 | Nick@NPEnergyCA.com | LinkedIn

SUMMARY

Electric sector consultant providing strategy and expertise for the 21st century grid. Mission-driven focus on the development and implementation of policy, market, and technology solutions to rapidly decarbonize global energy systems.

EXPERIENCE

NP Energy LLC, San Anselmo, CA 03/2021-Present

Principal

- Lead a boutique consulting firm focused on supporting utility sector decarbonization, with particular emphasis on the intersection of reliability and decarbonization in utility resource planning.
- Provide synthesis, analysis, and strategy for clients adapting to structural changes in the energy market and policy ecosystem, with expertise in integrated resource planning, reliability markets and programs, and clean energy policies, and lifecycle emissions analysis
- Develop and implement regulatory and legislative strategies for clean energy deployment; recent engagement and advocacy focused in western states (CPUC, OPUC, PUCN, WRAP) and wholesale markets (PJM, MISO, ISO-NE).
- Advise clean energy startups on product and go-to-market strategy in the highly complex utility industry.

California Community Choice Association (CalCCA), Sacramento, CA / San Francisco, CA 01/2019-03/2021

Director of Strategic Initiatives and Outreach

- Led CalCCA's resource planning and procurement efforts, including internal policy development and consensus-building, policymaker and stakeholder engagement, and thought leadership on the suite of electric sector policy and market transformations impacting competitive retailers in California's hybrid electricity market.
- Developed and managed CalCCA's energy data program, the engine of CalCCA's data-driven policy advocacy, communications, and internal benchmarking efforts across over twenty member CCAs.

UC Davis Energy Graduate Group (UCD), Davis, CA 09/2016-01/2019

Masters Student, Energy Systems & Graduate Student Researcher, UCD Department of Economics

- Augmented public policy career with interdisciplinary deep dive into 'hard skills' – theory, methods, data analysis, and other aspects of economics, policy, and engineering disciplines related to energy, transportation, and climate.
- Conducted research on electric sector policy design and transportation electrification under faculty advisors from Economics (Prof. James Bushnell) and Civil and Environmental Engineering (Prof. Alissa Kendall).

Energy and Environmental Economics (E3), San Francisco, CA 06/2018-09/2018

Summer Associate (Internship)

- Developed E3 policy research, strategic analysis, and recommendations for California's retail choice transition.
- Contributed data analysis, visualization, and financial modeling for joint-utility building electrification study.

Southern California Edison (SCE), Sacramento, CA 12/2012-05/2016

Senior Legislative Advocate | Legislative Advocate

- Managed SCE position development, negotiation, advocacy, and coalition outreach on dozens of bills spanning the full spectrum of utility operations, including resource planning, transmission, distribution, rate design, demand-side management, and distributed resources.
- Developed lasting relationships with energy sector policymakers and stakeholders through a collaborative approach emphasizing the development of viable, sustainable policy solutions for the energy transition.

California State Assembly, Sacramento, CA 10/2010-12/2012

Legislative Director | Jesse M. Unruh Assembly Fellow

- Developed an insider's view of energy policy and politics as the advisor to a key member of the Assembly Committee on Utilities and Commerce during the formative period of California's climate policy development.
- Managed the legislative agenda and bill analysis for thousands of committee and floor votes and met with hundreds of community and stakeholder interests on legislative and community issues.

EDUCATION

M.S. Energy Systems – University of California, Davis 2018

Jesse M. Unruh Assembly Fellowship – California State Legislature 2011

B.A. Economics; Minors Writing, Latin American Studies – University of California Davis 2010

Application for Appointment to a San Anselmo Board/Commission/Committee

Profile

Jill
First Name

Middle Initial

Mcnamara
Last Name

jminus@comcast.net
Email Address

[redacted]
Home Address

Suite or Apt

San Anselmo
City

CA
State

94960
Postal Code

Home: (415) 847-2067
Primary Phone

Alternate Phone

Occupation

RN Labor and Delivery

Employer's Address

1101 Van Ness, San Francisco

Question applies to General Plan Advisory Committee

If you are a student, what school do you attend?

Which Boards would you like to apply for?

General Plan Advisory Committee: Submitted

Number of years as resident of San Anselmo?

27

Number of years as a resident in Marin?

27

Question applies to General Plan Advisory Committee

Please indicate the neighborhood you reside or own property/a business in.

☑ Ross Valley Flats

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

Elaine Tope 415-254-9532 Susan Cronk 415 377 1462 Kathy Civetz 415 999 2599

Education Level Achieved *

☑ Master's Degree

Interests & Experiences

Question applies to General Plan Advisory Committee

GPAC meetings will take place in person at **Town Hall** from **4:00 p.m. to 6:00 p.m.** on the **second Thursday** of the month. The General Plan Update will be a two-year process.

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:

None

Reasons for this appointment:

A love of San Anselmo and an interest in participating in a public process to help this town remain as a great place to live.

What are your qualifications for this appointment?

I have a masters degree in urban in planning from UC Berkeley (1992). Before becoming an RN, I worked as a project manager for EAH (a local affordable housing developer) and as an environmental planner for a firm preparing environmental impact reports, mostly for general plan amendments and redevelopment projects.

Question applies to General Plan Advisory Committee

Why are you excited to be a member of the GPAC? Are there specific objectives you would like to work towards as a member of the GPAC? Please explain:

Now that my children are adults and I have more time, I am looking forward to being more involved in the community.

Question applies to General Plan Advisory Committee

The Town is seeking members with a wide variety of skills and experience. Please indicate below which categories best describe your areas of interest, skills, and experience: *

☑ Land Use

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

Re-use of under utilized town properties Availability of housing affordable for those who grew up and/or work in our community Redevelopment of Creek Park Bike safety

Question applies to General Plan Advisory Committee

How did you hear about this opening on the GPAC?

email

LinkedIn Profile

Jill Minus

Upload a Resume

You may attach other documentation which you believe would be helpful to the Council in its selection process.

Please Agree with the Following Statement

I understand that I and all other applicants will be personally interviewed by the Town Council (or the entity overseeing the Steering and Short Term Committees) 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.

☑ I Agree

E-Signature:

Jill McNamara

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

List of Interviewed Applicants In Alphabetical Order	
Applicant Name	**Applicable GPAC Seat**
Alexander Hamblet	High school student representative
Andrew McCune	Community representative
April Hewes	Community representative
Collin Martin	Community representative
Danielle Staude	Community representative
Elsa Hunt	High school student representative
Irene White	Community representative
Jill McNamara	Community representative
Jonathan Branch	Community representative
Kerrie McHugh	Community representative
Laurie Berliner	Community representative
Monica Schmiede	Community representative
Nicholas (Nick) Pappas	Community representative
Richard Berkson	Community representative
Sara Robinson	Community representative
Shaun Thurtell	Community representative
Spencer Michels	Community representative
Stanley Skipworth	Community representative
Wesley (Richard) Pratt	Community representative

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.6

MEETING DATE: June 11, 2024

AGENDA TITLE: Appoint a Town Council Representative to the San Anselmo Chamber of Commerce for the Remainder of 2024

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For the Town Council review the list of Council Committee Assignments and appoint a new representative to the San Anselmo Chamber of Commerce for the remainder of the current year 2024.

BACKGROUND

Town Councilmembers serve on various committees, some of which are internal to the Town and some are regional.

On February 13, 2024, Councilmember Colbert was assigned to the San Anselmo Chamber of Commerce. The Town has learned that Councilmember Colbert has resigned, and that seat is available for the remainder of 2024.

DISCUSSION/ANALYSIS

Below are the current Town of San Anselmo Council assignments:

Committee Name	Council Member	Council Member	Alternate
1. Infrastructure and Fiscal Monitoring Committee (formerly Financial Advisory/Capital Programs)	Colbert	Kullaway	N/A
2. Chamber of Commerce	~~Colbert~~	N/A	N/A
3. Economic Development	Colbert	Kullaway	N/A

Committee			
4. Flood Committee	Burke	Burdo	N/A
5. Racial Equity Committee	Fineman	Burdo	Colbert
6. Reimagine Creek Park Community Advisory Committee	Colbert	Burke	Burdo
7. Climate Action Commission	N/A	N/A	N/A
8. Memorial Park Master Plan & Review Committee (Newly Formed)	Burke	Burdo	N/A
10. ABAG General Assembly	Burdo	N/A	Kullaway
11. CDBG Upper Ross Valley	Vacant	N/A	N/A
12. Central Marin Police Authority	Kullaway	Burdo	Colbert
13. Flood Control District Zone 9	Burdo	N/A	Kullaway
14. League of California Cities, North Bay	Burdo	N/A	Colbert
15. MCCMC Climate Action Committee	Fineman	N/A	Kullaway
16. MCCMC Disaster Preparedness Committee	Burdo	N/A	Fineman
17. MCCMC Homeless Committee	Burdo	N/A	N/A
18. MCCMC Legislative Committee	Kullaway	N/A	Burdo
19. Marin Clean Energy Authority (Form 700)	Fineman	N/A	Kullaway
20. Marin Emergency Radio Authority (MERA) (Form 700)	Sean Condry	N/A	Donery
21. Marin Wildfire Prevention Authority (Form 700)	Fineman	Burdo	N/A
22. Refuse & Recycling Subcommittee	Burdo	Burke	N/A
23. Ross Valley Fire Board (Form 700)	Colbert	Burdo	Burke
24. Ross Valley School District	Burke	N/A	N/A
25. Ross Valley Yellow Bus JEPA	Burdo	N/A	Colbert Staff: Donery
26. Safe Routes to Schools	Burke	N/A	Colbert
27. Transportation Authority of Marin (TAM) (Form 700)	Colbert	N/A	Burke

FISCAL IMPACT
There will be no fiscal impact.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY
Appointing a Councilmember to a new committee assignment is exempt from the California Environmental Quality Act (CEQA), under the “common sense” exemption, because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment. (Cal. Code Regs. tit. 14, § 15061).

ATTACHMENTS

Attachment 1- Table of Current Town Council Committee Appointments

Town of San Anselmo
2024 Town Council Committee Appointments

Town Committee/Entity Liaisons									
Committee Name	**Meeting Day & Time**	**Frequency**	**Purpose & Budget**	**Council Member**	**Time in committee**	**Council Member**	**Time in committee**	**Alternate**	**Time in committee**
1. Infrastructure and Fiscal Monitoring Committee (formerly Financial Advisory/Capital Programs)	Thursday 6:30pm	Quarterly	Ensure town finances are open/transparent	Colbert	Dec 2017–Jan 2023 Feb 2024–Present	Kullaway	Jan 2023	N/A	N/A
2. Chamber of Commerce	Third Tuesday Mornings	Monthly	Promote economic growth of the community by connecting local business, sharing resources, and addressing economic challenges	Colbert	Dec 2017	N/A	N/A	N/A	N/A
3. Economic Development Committee	Second Tuesday 8:45 am	Quarterly	Encourage economic development in San Anselmo	Colbert	Dec 2017	Kullaway	Jan 2023	N/A	N/A
4. Flood Committee	Wednesday/Thursday 6:30pm/7:00pm	As needed	Ensure flooding issues in San Anselmo are addressed	Burke	Feb 2022	Burdo	Feb 2022	N/A	N/A
5. Racial Equity Committee	First Tuesday 6:30pm	Monthly	Address racial equity and social justice issues and ensure Town policies are equitably enforced	Fineman	Feb 2023	Burdo	Jan 2021	Colbert	Feb 2023
6. Reimagine Creek Park Community Advisory Committee	September Between 5:30pm-7:00pm	As needed	Negotiate reopening of plaza and determine plans for future	Colbert	2020	Burke	Feb 2024	Burdo	Jan 2021
7. Climate Action Commission	Fourth Monday 7:00 pm	Quarterly	Support adaptation planning and promote strategies to cope with the impacts of climate change	N/A	N/A	N/A	N/A	N/A	N/A
8. Memorial Park Master Plan & Review Committee (Newly Formed)	TBD	TBD	To assist with and provide opportunities for the community to participate in the review process for the southside of the park, the Commission recommends assembling a Memorial Park Master Plan Review Committee (MPMPRC). The Committee would consist of two Councilmembers, two Parks & Recreation Commissioners, the Director of Public Works, the Assistant Public Works Director, the Director of Community Services, and the Recreation Senior Supervisor. The committee would consist of 8 members who would ensure opportunities for the greater community to become aware of and involved in the review process. The review process will include a community survey and public meetings designed to engage the community to determine desired existing and potential uses of the southside of the park	Burke	Jan 2021	Burdo	Jan 2021	N/A	N/A

County/Regional Committees									
Committee Name	**Meeting Day & Time**	**Frequency**	**Purpose & Budget**	**Council Member**	**Time in committee**	**Council Member**	**Time in committee**	**Alternate**	**Time in committee**
10. ABAG General Assembly	Varied	Semi-annually	Strengthen cooperation and collaboration across local governments **Budget: $3,334,592** [1]	Burdo	Feb 2020	N/A	N/A	Kullaway	Feb 2024
11. CDBG Upper Ross Valley	App. 4 times a year Evenings on Zoom scheduled per poll	Semi-annually	Decide Community Development Block Grant funding for local projects **Budget: $135-2.5 Mill Annually**	VACANT	Feb 2024	N/A	N/A	N/A	N/A
12. Central Marin Police Authority	Second Thursday 6:00pm	Quarterly	Administration and oversight of the CMPA **Budget: $14,888,412** [2]	Kullaway	Jan 2023	Burdo	Since 2023	Colbert	Dec 2017–Jan 2021 Jan 2023–Present
13. Flood Control District Zone 9	Varied 6:30 pm	1-2 times/year, as needed	Reduce frequency/severity of flooding in Ross Valley Watershed **Budget: $8,491,982** [3]	Burdo	Jan 2023	N/A	N/A	Kullaway	Jan 2023
14. League of California Cities, North Bay	Mostly Social	Quarterly	Promote cooperative advocacy through exchange of ideas and information **Budget: Not available**	Burdo	Jan 2023	N/A	N/A	Colbert	Dec 2017
15. MCCMC Climate Action Committee			Policy body to guide work done county-wide on climate change **Budget: Not available**	Fineman	Jan 2021	N/A	N/A	Kullaway	Jan 2023
16. MCCMC Disaster Preparedness Committee	As Needed	As Needed	Assess disaster preparedness activities and programs and coordinate best practices between jurisdictions. **Budget: Not available**	Burdo	Jan 2023	N/A	N/A	Fineman	Feb 2020
17. MCCMC Homeless Committee	As Needed	As Needed	Reduce issues around homelessness. **Budget: Not available**	Burdo	Feb 2022	N/A	N/A	N/A	N/A
18. MCCMC Legislative Committee	Fourth Monday 8:00 am	Monthly	Discuss pending federal and state legislation affecting cities and make recommendations on actions to be taken **Budget: Not available**	Kullaway	Feb 2024	N/A	N/A	Burdo	Feb 2022-Jan 2023, Feb 2024-Present
19. Marin Clean Energy Authority (Form 700)	First Thursday 7:00 pm	Monthly	Promote an equitable, clean, affordable, and reliable energy economy **Budget: $656,370,000** [4]	Fineman	Jan 2023	N/A	N/A	Kullaway	Jan 2023
20. Marin Emergency Radio Authority (MERA) (Form 700)	Fourth Wednesday 3:30 pm	Monthly	Oversight of the operation of the MERA radio system **Budget: $2,769,401** [5]	Sean Condry	Feb 2024	N/A	N/A	Donery	Feb 2024
21. Marin Wildfire Prevention Authority (Form 700)	Third Thursday 3:00 pm	Monthly	Coordinate wildfire preparation and adaptation to limit loss of life and property damage, while protecting environmental diversity **Budget: $19,896,878** [6]	Fineman	Jan 2023	Burdo	Feb 2023	N/A	N/A

Committee Name	Meeting Day & Time	Frequency	Purpose & Budget	Council Member	Time in committee	Council Member	Time in committee	Alternate	Time in committee
22. Refuse & Recycling Subcommittee			Negotiate refuse contract(s) with Marin Sanitary Service and address refuse/recycling issues **Budget: Not available**	Burdo	Jan 2021	Burke	Jan 2023	N/A	N/A
23. Ross Valley Fire Board (Form 700)	Second Wednesday 6:30 pm	Monthly	Oversee and management and operations of Ross Valley fire department **Budget: $13,616,107** [7]	Colbert	Jan 2023	Burdo	Feb 2020	Burke	Feb 2024
24. Ross Valley School District	Tuesdays 7:00pm	1-2 times per month	Oversee educational affairs and policies of Ross Valley schools **Budget: $25,821,372** [8]	Burke (Liaison)	Feb 2024	N/A	N/A	N/A	N/A
25. Ross Valley Yellow Bus JEPA	Varied Between 5:30 and 6:00pm	As Needed	Provide enhanced public oversight and transparency regarding school-related traffic relief in Ross Valley through policy guidance and advice to Marin Transit **Budget: $1,227,840** [9]	Burdo	Feb 2023	N/A	N/A	Colbert Staff: Donery	Jan 2023 Jan 2023
26. Safe Routes to Schools	10:00 am	Monthly	Identify safety issues and develop plans to address issues, including infrastructure and enforcement strategies **Budget: Not available**	Burke	Feb 2024	N/A	N/A	Colbert	2024
27. Transportation Authority of Marin (TAM) (Form 700)	Fourth Thursday 6:00 pm *Board of Commissioners*	Monthly	Address Marin's transportation needs **Budget: $50,279,477** [10]	Colbert	Dec 2017	N/A	N/A	Burke	Jan 2021

Budget Sources

[1] Source: https://abag.ca.gov/sites/default/files/documents/2023-08/2023-24%20ABAG%20Budget%20and%20Work%20Plan-Approved.pdf

[2] Source: https://www.centralmarinpolice.org/DocumentCenter/View/1564/budget-23-24

[3] Source: https://storage.googleapis.com/proudcity/marinwatershedprogramca/uploads/2022/07/Flood-Zone-9-Proposed-Baseline-Budget-FY-2022-23.pdf

[4] Source: https://www.mcecleanenergy.org/wp-content/uploads/2022/04/MCE-Proposed-Budget-FY-22-23_04082022.pdf

[5] Source: https://meraonline.org/wp-content/uploads/2023/07/MERA_GB_07-26-23_Item-A2_A_June-2023-Operating.pdf

[6] Source: https://assets-global.website-files.com/6107823cbe8db485b50aa8f8/637bd9f1462460a1366e1f51_MWPA-AnnualReport_11212022_WEB.pdf

[7] Source: https://rossvalleyfire.org/document-library/file/financial/budgets/2023-24%20RVFD%20Adopted%20Budget.pdf

[8] Source: https://go.boarddocs.com/ca/rova/Board.nsf/files/CF9NMK609BE1/$file/RVSD%20Budget%202022-23%20DRAFT.pdf

[9] Source: https://marin.granicus.com/MetaViewer.php?view_id=&event_id=3008&meta_id=1197924

[10] Source: https://www.tam.ca.gov/wp-content/uploads/2023/06/FY2023-24-TAM-Final-Annual-Budget.pdf