TOWN OF
SAN ANSELMO
EST. 1907

In the Council Chambers at 525 San Anselmo Avenue, San Anselmo, CA 94960

Town Council
Agenda

Monday, November 10, 2025 6:30 PM

Meeting held In-Person and via Zoom:

https://us02web.zoom.us/j/83962018398

Or Telephone: +1 669 900 6833 | Webinar ID: 839 6201 8398

How to Submit Comments Before the Meeting: Members of the public are encouraged to submit email correspondence to towncouncil@sananselmo.gov or eComments on the Agendas and Meeting webpage before the meeting begins.

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Please be advised that 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.

A. 6:30 PM Call to Order in the Council Chambers at Town Hall Council Chambers - Via Zoom and In-Person at 525 San Anselmo Avenue, San Anselmo CA 94960

B. Mayor Kullaway announces that item B.1 will be discussed in Closed Session

B.1. Closed session pursuant to California Government Code § 54957.6 -Conference with Labor Negotiator.
Agency Negotiator: Jeff Zuba. Unrepresented Employee: Dave Donery

C. PUBLIC COMMENT on Closed Session Items

D. Council adjourns to Close Session

7: 00 PM Town Council Reconvenes in the Council Chambers at 525 San Anselmo Avenue, San Anselmo CA 94960.
Call to Order. Optional Pledge of Allegiance: The Mayor or a designated Council member will recite the Pledge of Allegiance for members of the Council and the public who wish to join in the recitation.

Open time for public expression.

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

Council requests for future agenda items.

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

Special Presentation. There are no Special Presentations.

1. Consent Agenda:

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

1.1 Approve the Draft Minutes of the Regular Meeting of October 28, 2025
Staff Report (DOC)
Attachment 1- Draft Minutes fo the October 28, 2025 Regular Town Council Minutes (DOC)

1.2 Accept Resignation of Gary Smith from the Planning Commission
Staff Report (DOC)
Attachment 1- Gary Smith Resignation Email (DOC)

1.3 Receive and File Report of Checks Issued, October 2025
Staff Report (DOCX)
Attachment 1 Check Report October 2025 (PDF)

1.4 Accept the 2025 Street Resurfacing Project and Authorize Staff to File a Notice of Completion
Staff Report (DOC)
Attachment 1- Current PCI Map (PDF)

1.5 Receive and File the Financial Report on Recreation Fund ending October 31, 2025

Staff Report (PDF)
Attachment 1 - October 2025 Budget Report (PDF)
Attachment 2 - October 2025 Recreation Capital Outlay (PDF)

2. Public Hearing

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

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

2.1

Adopt Resolution Approving Marin Sanitary Service Rate Increase and Franchise Agreement Amendment. Adoption of the resolution amending the Franchise Agreement, increasing MSS rates and is not a project under California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(4), because the Town's rate approval relates to the funding mechanism of on-going solid waste collection services, which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Staff Report (DOCX)
Attachment 1 Resolution Amending Franchise Agreement, Approving MSS Rates for 2026 and adopting a Town cost of solid waste service fee and franchise fee for the use of Town property (PDF)
Attachment 2 First Amendment to the Amended and Restated Franchise Agreement (DOCX)
Attachment 3 2026 MSS Rate Application (PDF)
Attachment 4 2026 MSS Rate Application Review - Final Report - Town of San Anselmo (PDF)

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

2.2 Receive the General Plan Update: Draft Goals, Policies, and Actions (Part 1). Receipt of a presentation about the GPU and the ensuing discussion about the draft GPAs for the GPU is not a "project" under CEQA, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065). The draft GPAs will be evaluated in the Program Environmental Impact Report prepared for the General Plan Update prior to final adoption.
Staff Report (PDF)
Attachment 1 - GPAs for Land Use and Community Design (PDF)
Attachment 2 - GPAs for Open Space and Conservation (PDF)
Attachment 3 - GPAs for Sustainability (PDF)

Attachment 4 - Summary of Community Engagement Activities (PDF)
Presentation (PDF)
Public Comment - Wells (PDF)

2.3 Receive and File the 2025 Live on the Avenue Recap & Review. 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).
Staff Report (PDF)
Attachment 1 - Live on The Avenue 2025 Presentation (PDF)

Public Hearing:

In general, the following procedural order applies to public hearing items:
•Staff Presentation
•Town Council Questions
•PUBLIC COMMENT – limited to 3 minutes/person
•Town Council discussion/action

2.4 Public Hearing and Adoption of an Ordinance of the San Anselmo Municipal Code to repeal and replace Title 3, Chapter 3, Article 8 to adopt by reference the 2025 edition of the California Fire Code, and portions of the 2024 International Fire Code with certain local amendments. This does not constitute a "project" pursuant to CEQA Guidelines section 15378; and under the "common sense" exemption CEQA Guideline section 15061(b)(3).
Staff Report (DOC)
Attachment 1- Draft Ordinance (PDF)
Attachment 2- Draft Resolution (PDF)

2.5 Public Hearing and Adoption of an Ordinance of the San Anselmo Municipal Code to repeal an replace Title 3, Chapter 3, Article 10 of the San Anselmo Municipal Code to adopt by reference the 2025 Edition of the California Wildland-Urban Interface Code and the 2024 International Wildland-Urban Interface Code with certain local amendments. This does not constitute a "project" pursuant to CEQA Guidelines section 15378; and under the "common sense" exemption CEQA Guideline section 15061(b)(3).
Staff Report (DOC)
Attachment 1- Draft Ordinance (PDF)
Attachment 2- Draft Resolution (PDF)

2.6 Public Hearing and Adoption of an Ordinance of the San Anselmo Municipal Code to repeal and replace Title 9 and adopt by reference the most recent California Building Standards Code (California Code of Regulations, Title 24), as amended. Adoption of the proposed ordinance is exempt from the California Environmental Quality Act because it has no potential for causing a significant effect on the environment (California Code of Regulations, Title 14, § 15061(b)(3)).

Staff Report (DOC)
Attachment 1- Ordinance (DOC)

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

2.7 Second Reading and Adoption of an Ordinance Amending San Anselmo Municipal Code Section 2-1.02 to Increase Town Council Compensation. Adopting an ordinance to increase Town Council member compensation is not subject to the California Environmental Quality Act ("CEQA") because it does not constitute a "project" within the meaning of Public Resources Code section 21065, as it can be seen with certainty that the action will not have in effect on the environment.
Staff Report (PDF)
Attachment 1 - Ordinance Council Compensation (DOCX)

2.8 Receive an Update on the Flood Horn. The Town finds this project to be categorically exempt from the requirement to prepare environmental documents under the CEQA pursuant to CEQA Guidelines Section 15301, Class 1, as it involves the maintenance and minor alteration of an existing facility with negligible or no expansion of use.

Staff Report (DOC)

2.9 Approve the Adaptive Traffic Signal Improvement Project. The Town finds this project to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because it involves modifications to existing traffic signals, will not create additional automobile lanes, and involves negligible or no expansion of use. (14 Cal. Code Regs. § 15301).
Staff Report (DOC)
Attachment 1 - Parametrix Scope and Cost Proposal (PDF)
Attachment 2 - DC Electric - Scope and Cost Proposal (PDF)
Attachment 3 - Roundabout Technologies - Scope and Cost Proposal (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@sananselmo.gov. Notification at least 48 hours prior to the meeting will enable the Town to make reasonable accommodations to help ensure accessibility to this meeting.

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

Notice is hereby given that Council may discuss and/or take action on any or all of the items listed on this agenda. If any of these matters above are challenged in court, you may be limited to raising only those issues you or

someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Council meeting. Judicial review of an administrative decision of the Town Council must be filed with the Court not later than the 90th day following the date of the Council's decision (Code of Civil Procedure Section 1094.6) Any item not under discussion before 10:00 p.m. may be continued to the next regular meeting. Next regular meeting is December 9, 2025.

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

Town Council
Tarrell Kullaway, Mayor
Steve Burdo, Vice Mayor
Eileen Burke, Councilmember
Chantel Walker, Councilmember
Yoav Schlesinger, 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, Community Development Director
Sean Condry, Public Works Director
Mattie O'Grady, Community Services Director
Mike Norton, Chief of Police
Dan Mahoney, Fire Chief

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

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.1

MEETING DATE: November 10, 2025

AGENDA TITLE: Approval of the Draft Minutes of the Regular Town Council Meeting of October 28, 2025

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For Council to consider the approval of the Regular Town Council meeting of October 28, 2025.

ATTACHMENT:

Attachment 1- October 28, 2025 Draft Minutes

San Anselmo Draft Council Minutes
Regular Meeting
Town Council Chambers and via Zoom
Tuesday, October 28, 2025

Call to Order: Optional Pledge of Allegiance

COUNCILMEMBERS PRESENT: Tarrell Kullaway (Mayor)
Steve Burdo (Vice Mayor)
Eileen Burke
Yoav Schlesinger
Chantel Walker

STAFF MEMBERS PRESENT: Dave Donery, Town Manager
Linda Kento, Assistant Town Manager
Megan Acevedo, Town Attorney
Serge Avila, Town Clerk
Heidi Scoble, Community Development Director
Eric Robbe, Building Official
Scott Schneider, Assistant Public Works Director
Jeff Zuba, Finance Director/Admin Srvs Director
Rob Bastianon, Senior Fire Inspector
Bridget Wipfler, Climate Coordinator
Bill Johnson, Code Enforcement Officer

Open Time for Public Expression

There were no public comments.

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

Councilmember Burke stated she did not have anything to report.

Councilmember Schlesinger reminded everyone that ballots were due by next Tuesday- do not forget to vote! The main Library will be closed from now until sometime in January but the Mini Library is up and running; he went to the Gobblin's Bootacular and it was fantastic; meetings with the Chief of Police about parking enforcement are happening; today is National First Responders' Day.

Councilmember Walker reported she attended the Cal Cities Conference in Long Beach; there is an expanded office for Fire Aside.

Councilmember Burdo reported he attended the Transportation Authority of Marin (TAM) meeting; the Gobblin's event.

Mayor Kullaway reported she attended the Marin Clean Energy (MCE) Board Retreat; the Active Transportation Resource Center's Annual Conference; the MCCMC Legislative Committee meeting; she has been invited to be a part of the Statewide Electric Mobility Council.

Librarian Kenton reported the San Anselmo Library will be receiving a $10,000 from the

Carnegie Foundation in early 2026. There are no strings attached!

Town Manager Donery reported the Infrastructure Financial Management Committee met on Saturday for its annual tour which included the Library, the Resilience Hub, the Hub and improvements through AI, the Robson House, the Isabel Cook Community Center, and the Fire Station. He, along with Community Development Director Scoble, took advantage of the Marin/San Luis Obispo Learning Exchange.

Councilmember Burdo congratulated staff on the upkeep and maintenance of the Town's facilities and infrastructure. Good work!

Special Presentation

There were no Special Presentations.

1. Consent Agenda

1.1 Approved the Draft Minutes of the Regular Town Council Meeting of October 14, 2025

1.2 Received and Filed the Financial Report on Recreation Fund ending September 30, 2025

1.3 Received and Filed Revenue and Expenditure Reports, September 2025

1.4 Approve an Agreement with Marin IT for Management and Technical Support Services

1.5 Approved a Special Event Application for Dia de los Muertos

1.6 Second Reading and Adoption of Ordinance No. 2025-1193 Amendment to Repeal and Replace Title "Planning and Zoning", Chapter 4 "Housing Developments Under Government Code Section 65852.21" to Comply with State Law; Rename Chapter 10-4 to "Urban Lot Splits and Two-Unit Development in Single Family Zones"; Repeal Section 10-2.711 "Urban Lot Splits Pursuant to Government Code Section 66411.7"; and Make Associated CEQA Exemption Findings.

1.7 Approved Monday November 10, 2025 as the Next Regular Meeting of the San Anselmo Town Council

1.8 Adopted a Policy to Require the Display of Town-issued Permits by the Development Services Department

1.9 Received and Filed Quarterly Treasurer's Investment Report, September 2025

Councilmember Schlesinger stated he would like to pull item #1.4.

M/s, Burdo/Burke, Motion to approve Consent Calendar items #1.1 through #1.3, and #1.5 through #1.9.
AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

1.4 Approve Agreement with Marin IT for Management and Technical Support Services

Councilmember Schlesinger stated the cost of the contract was $150,000 per year and the cost of a full-time staff person would be around $170,000 per year. He asked about the advantage of using a contract employee. Finance Director Zuba discussed his reasoning for the recommendation.

M/s, Schlesinger/Burdo, Motion to approve Consent Calendar item #1.4.
AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

Public Hearings

2.1 Introduce, read by title only, and waive reading of an ordinance to repeal and replace Title 3, Article 8 of the San Anselmo Municipal Code to Adopt by Reference the 2025 Edition of The California Fire Code, portions of the 2024 International Fire Code with Certain Local Amendments and Additions

Senior Fire Inspector Bastianon presented the staff report. Staff answered questions from the Council regarding the exceptions; if there are fiscal impacts from raising the height limitations for tree clearance on fire lanes.

Mayor Kullaway opened the Public Hearing.

There were no comments.

Mayor Kullaway closed the Public Hearing.

M/s, Walker/Burke, Motion to waive further reading of the ordinance and read by title only.
AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

M/s, Schlesinger/Walker, Motion to Introduce an Ordinance Adopting the California Fire Code and International Fire Code Prescribing Regulations Governing Conditions Hazardous to Life and Property from Fire or Explosion Providing for the Issuance of Permits for Hazardous Uses or Operations and Establishing a Fire Prevention Bureau and Providing Officers Therefore and Defining Their Powers and Duties. A Public Hearing is scheduled for the second reading and adoption of the ordinance on November 10, 2025. The Public Hearing Notice is deemed sufficient for publication.
AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

2.2 Introduce, read by title only, and waive reading of an ordinance to repeal and replace Title 3, Chapter 3, Article 10 of the San Anselmo Municipal Code to Adopt by Reference the 2025 Edition of the California Wildland-Urban Interface Code and 2024 International Wildland-Urban Interface Code with Certain Local Amendments and Additions

Senior Fire Inspector Bastianon presented the staff report. Staff answered questions from the Council regarding page 7, Chapter 4, Attachment #1, “Road Surfaces Component” and whether this refers to Town or private property owned and maintained roads; how the Town or the Fire District would support the public with respect to road widening, changing, or repaving; how this information would be popularized; the change in the required signatures for the Certificate of Completion; how Section 604.6, Fire Hazard Reduction, would be enforced; the Fire Code enforcement mechanism .

Mayor Kullaway opened the Public Hearing.

There were no comments.

Mayor Kullaway closed the Public Hearing.

M/s, Burke/Burdo, Motion to waive further reading of the ordinance and read by title only.

AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

M/s, Burke/Walker, Motion to Introduce an Ordinance of the Town of San Anselmo Amending Chapter 3, Section 3, Article 10, Adopting the 2025 California Wildland Urban Interface Code and Certain Portions of the 2024 International Wildland Urban Interface Code, Prescribing the Regulations Governing the Mitigation of Hazard to Life and Property from the Intrusion of Fire from Wildland Exposures from Adjacent Structures and Prevention of Structure Fires from Spreading to Wildland Fuels in the Town of San Anselmo and further Providing for the Issuance of Permits and Collection of Fees. A Public Hearing is scheduled for the second reading and adoption of the ordinance on November 10, 2025. The Public Hearing Notice is deemed sufficient for publication.
AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

2.3 Introduce, read by title only, and waive reading of an ordinance to repeal and replace Title 9, Chapter 1 and Chapter 19 of the San Anselmo Building Code to Adopt by Reference the 2025 California Building Standards Code (California Code of Regulations, Title 24) including the 2025 California Administrative Code, the 2025 California Building Code, the 2025 California Residential Code, the 2025 California Electrical Code, the 2025 California Mechanical Code, the 2025 Plumbing Code, the 2025 California Energy Code, the 2025 California Historic Building Code, the 20205 California Existing Building Code, and the 2025 California Referenced Standards Codes with Local Amendments, and the 2024 Edition of the International Property Maintenance Code

Building Official Robbe and Climate Coordinator Wipfler presented the staff report and a PowerPoint presentation. Staff answered a question from the Council regarding the exempted structures and whether or not homeowners can opt into the Flex path.

Mayor Kullaway opened the Public Hearing.

There were no comments.

Mayor Kullaway closed the Public Hearing.

M/s, Walker/Schlesinger, Motion to waive further reading of the ordinance and read by title only.
AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

M/s, Walker/Schlesinger, Motion to an Introduce an Ordinance of the Town of San Anselmo Repealing and Repeal and Replacing Title 9, Chapter 1 of the San Anselmo Building Code to Adopt by Reference the California Administrative Code, 2025 Edition, California Building Code, 2025 Edition, and its appendices G, H, I, J, the California Residential Code, 2025 Edition, California Electrical Code, 2025 Edition, California Mechanical Code, 2025 Edition, California Plumbing Code, 2025 Edition, California Energy Code, 2025 Edition, Wildland-Urban Interface Code, 2025 Edition, California Historic Building Code, 2025 Edition, California Green Building Standards Code, 2025 Edition, California Existing Building Code, 2025 Edition, International Property Maintenance Code, 2024 Edition, International Swimming Pool and Spa Code, 2024
Edition, National Fire Protection Association (NFPA) 54 and 58, California Referenced Standards Code, 2025 Edition, (California Code of Regulations Title 24) and, Chapter 19 (Green Building Requirements) to Adopt the 2025 California Green Building Standards Code to Reflect Local Conditions. A Public Hearing is scheduled for the second reading adopting the ordinance on November 10, 2025. The Public Hearing Notice is deemed sufficient for publication.

AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

2.4 Introduction of an Ordinance Amending the San Anselmo Municipal Code Section 2-1.02 to Increase Town Council Compensation

Town Manager Donery presented the staff report. Staff answered questions from the Council regarding the analysis of nearby jurisdictions; the effective date of a change.

Mayor Kullaway opened the Public Hearing.

Josh discussed whether the new amount would represent meaningful compensation. The change should be done "wholeheartedly" and perhaps reviewed on an annual basis.

Mayor Kullaway closed the Public Hearing.

Mayor Kullaway supported the new proposed amount of $950 per month.

Councilmember Burke stated she was not sure an increase in the compensation would attract individuals to serve on the Council. The new increase recognizes the significant amount of time spent on Council duties.

Councilmember Burdo agreed with Councilmember Burke and supports the increase.

Councilmember Schlesinger would like to review this on an annual basis during the Budget Hearing process.

M/s, Burdo/Burke, Motion to read the Ordinance by title only.
AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

M/s, Schlesinger/Burdo, Motion to approve the first reading of the Ordinance and waive future readings in their entirety. Ordinance of the Town Council of the Town of San Anselmo Amending the San Anselmo Municipal Code Section 2-1.02 to Increase Town Council Compensation as Permitted by State Law.
AYES: Burdo, Burke, Schlesinger, Walker, Mayor Kullaway

<u>Council Business Items</u>

2.5 Receive and File the Community Development Department FY 2025-26 Q1 Report (July-September).

Community Development Director Scoble, Climate Action Coordinator Wipfler, Building Official Robbe, and Code Enforcement Officer Johnson presented the staff report and a PowerPoint presentation. Staff answered questions from the Council regarding the number of Business License applications submitted and approved; the number of calls and emails received in the three month period; turnaround times for emails and phone calls and the goal; if the Town is doing projects or events in conjunction with Fairfax; how long it takes for plan reviews; if more contract hours have been added; if there was a shift to achieve better timelines; the public engagement volume represented by the emails; if the Town has only one Code Enforcement Officer; if staff thinks they are on top of the life/safety issues; what a Blight or Public Nuisance Ordinance would look like; if the "Report a Concern" Website could include subcategories; if the Town could use the See/Click/Fix software; enforcement of public nuisances; the Public Nuisance Abatement process and possible challenges.

Mayor Kullaway opened the meeting to public comments.

Josh stated he would like more information on the Permit Improvement Program and more raw data so he could create his own charts. He agreed with Councilmember Burke- they need to be careful about enforcement with respect to how people treat their yards.

Mayor Kullaway closed the meeting to public comments.

Councilmember Schlesinger stated he would like more information on the cases that are tiered for life/safety and community impact and the trend lines.

Councilmember Burdo stated he would like to have a discussion regarding commercial buildings that sit vacant for a long time and the possibility of a Vacancy Tax.

Councilmember Burke stated dealing with the Planning and Building Departments represents a resident's largest interaction involving the biggest dollars. She was in favor of anything that can be done to make it go smoother.

Mayor Kullaway stated that she has gotten feedback from residents about the quick response time on the part of staff.

It was the consensus of the Council to ask staff to develop a Blight/Public Nuisance Ordinance.

2.6 Approve a Consultant Contract for the Creek Park Parking Lot Contraflow Bike Lane Project

Mayor Kullaway recused herself from this item and left the meeting.

Assistant Public Works Director Schneider presented the staff report. Staff answered questions from the Council regarding the map and routes; if Bolinas to Ross is covered; the "shelf life" of the plan; construction funding and budgetary requirements; if the grant received was specifically for this project; if the grant could be used for another bike or pedestrian project; if the grant has a deadline; if the volume of bikes using this route is known; if this project would need to be modified if something happens to Building Bridge 2; if there is an urgency to this project; if a project in Creek Park would require tearing up the parking lot.

Acting Mayor Burdo opened the meeting to public comments.

Josh asked what other projects this is trading off against.

Acting Mayor Burdo closed the meeting to public comments.

Councilmember Burke stated she was in favor of using the grant money for another project. The fate of Building Bridge 2 has not been determined. This proposal is premature.

Councilmember Schlesinger agreed and questioned the timing of the project. He was not sure they should fund the study now before things have been decided about Creek Park. He would rather spend the money on a project they can execute now.

Councilmember Walker stated starting the component of a bike plan could work. She is interested in the San Anselmo Avenue bike route. She could support the proposal if it could be augmented and there is public input.

Acting Mayor Burdo agreed with the comments made about Creek Park. The safety aspect should not be put off.

Councilmember Schlesinger stated he has changed his mind and would like to see a safe route through the Hub for cyclists. He is in favor of the proposal.

M/s, Walker/Schlesinger, Motion to approve a Consultant Contract for the Creek Park Parking Lot Contraflow Bike Lane Project.
AYES: Burdo, Schlesinger, Walker
NOES: Burke
RECUSED: Mayor Kullaway

M/s, Burke/Walker, Motion to adjourn the meeting at 9:41 p.m.
AYES: Burdo, Burke, Schlesinger, Walker
ABSENT: Mayor Kullaway

Respectfully submitted,

Toni DeFrancis,
Recording Secretary

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.2

MEETING DATE: November 10, 202

AGENDA TITLE: Accept the Resignation of Gary Smith from the Planning Commission

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For the Council to accept the resignation of Gary Smith and direct staff to recruit to fill the vacant position.

BACKGROUNG:

On October 1, 2025 Town staff received written notice from Gary Smith resigning from his position on the Planning Commission (see Attachment 1). His service on the Planning Commission is greatly appreciated, and he has been an asset during his time on the commission.

With Gary Smith's resignation the Council may direct staff to begin recruiting for the position.

FISCAL IMPACT

None.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Conducting interviews is not defined as a project under CEQA (Section 15378 CEQA Guidelines).

ATTACHMENTS

Attachment 1- Gary Smith Resignation

From: Gary Smith
Sent: Wednesday, October 1, 2025 9:24 AM
To: Heidi Scoble <hscoble@sananselmo.gov>; Serge Avila <savila@sananselmo.gov>
Subject: Re: Planning Commission

CAUTION: External Sender

Greetings Serge and Heidi,

Following up on prior correspondence, my plan to move from San Anselmo remains intact. My effective resignation date from the town Planning Commission is Tuesday, October 7, 2025. I plan to join the Planning Commission meeting scheduled for October 6. Let me know if there are any concerns or instructions regarding meeting attendance or any related procedural matters.

Thank you for allowing me to participate in the development of The Town of San Anselmo.

Best regards,

Gary

STAFF REPORT

TOWN OF SAN ANSELMO Item #:1.3

MEETING DATE: November 10, 2025

AGENDA TITLE: Report of Checks Issued, October 2025

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That the Town Council acknowledges, and files warrant numbers 100531 to 100762 issued during the month of October and bank draft numbers DFT06397 to DFT06399, DFT06401, DFT06424-DFT06432, and DFT06455-DFT06457, in a total amount of $3,948,632.76.

BACKGROUND

This report is an itemization of payments made to vendors during the months of October 2025. It also includes wires to Bank of America for October 2025 payrolls, including payments for retirement and health benefits. The Bank of America account is used for payroll-related items.

The following warrants were voided or canceled in October2025: 100376, 100535, 100536, 100541, 100681.

ATTACHMENTS

Attachment #1: Check Report October 2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - OPERATING POOL						
03835	Ralph Wedge	10/09/2025	Regular	0.00	-551.25	100376
03932	Acevedo and Longfellow LLP	10/02/2025	Regular	0.00	9,000.75	100531
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
40	Invoice	08/30/2025	08.30.2025 - GENERAL LEGAL SERVICES -	0.00	9,000.75	
	01.16.61138	GENERAL COUNSEL LEGA	08.30.2025 - GENERAL LEGAL SE	9,000.75		
04048	Alcal Specialty Contracting, Inc.	10/02/2025	Regular	0.00	35,682.00	100532
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
199226803	Invoice	09/15/2025	09.15.2025 - ICC RE-ROOF - PAYMENT 2	0.00	35,682.00	
	15.41.63117	CONSTRUCTION - BUILDI	09.15.2025 - ICC RE-ROOF - PAY	35,682.00		
00196	Altec Systems, Inc	10/02/2025	Regular	0.00	92.00	100533
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
62979	Invoice	09/16/2025	09.16.2025 - PLAN STORAGE - 242 BUTTE	0.00	92.00	
	01.00.20313	PLAN STORAGE FEE	09.16.2025 - PLAN STORAGE - 2	92.00		
02920	Amazon Business	10/02/2025	Regular	0.00	2,542.88	100534
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
11V4-QWQN-CR	Invoice	09/22/2025	09.22.2025 - REC - ROBSON SUPPLIES	0.00	23.86	
	21.63.61187	ROBSON AFTER SCHOOL	09.22.2025 - REC - ROBSON SUP	23.86		
11WN-YC97-DD1	Invoice	09/16/2025	09.16.2025 - REC - TODDLER ENRICHMEN	0.00	75.57	
	21.63.62978	TODDLER ENRICHMENT S	09.16.2025 - REC - TODDLER EN	75.57		
131M-TQDM-C9C	Invoice	09/16/2025	09.16.2025 - REC - BATTERIES	0.00	29.19	
	21.65.62200	DEPARTMENTAL SUPPLIE	09.16.2025 - REC - BATTERIES	29.19		
13HM-1CML-HH	Invoice	09/22/2025	09.22.2025 - LIB - 2026 PLANNER	0.00	8.84	
	01.71.62000	OFFICE SUPPLIES	09.22.2025 - LIB - 2026 PLANNE	8.84		
14C4-VKLD-D413	Invoice	09/17/2025	09.17.2025 - ADMIN - COIN WRAPS/PACKI	0.00	47.73	
	01.12.62000	OFFICE SUPPLIES	09.17.2025 - ADMIN - COIN WR	47.73		
14N9-CTT1-PVTP	Invoice	09/20/2025	09.20.2025 - ST&PK - PPE EYEWEAR	0.00	27.00	
	01.41.62200	DEPARTMENTAL SUPPLIE	09.20.2025 - ST&PK - PPE EYEW	27.00		
14TV-HQGC-XKKK	Invoice	06/10/2025	06.10.2025 - CDD - FIRST AID SUPPLIES	0.00	29.25	
	01.41.62200	DEPARTMENTAL SUPPLIE	06.10.2025 - CDD - FIRST AID SU	29.25		
161M-79L7-DW3	Invoice	09/05/2025	09.05.2025 - LIB - EARBUDS	0.00	17.47	
	01.71.62200	DEPARTMENTAL SUPPLIE	09.05.2025 - LIB - EARBUDS	17.47		
16FG-766F-FJ7F	Invoice	09/22/2025	09.22.2025 - REC - OFFICE SUPPLIES	0.00	0.55	
	21.65.62000	OFFICE SUPPLIES	09.22.2025 - REC - OFFICE SUPP	0.55		
16HX-QM7W-FW	Invoice	09/29/2025	09.29.2025 - LIB - ADULT BOOKS	0.00	43.71	
	27.71.62301	ADULT BOOKS	09.29.2025 - LIB - ADULT BOOKS	43.71		
19NP-XRF9-W9PY	Invoice	09/21/2025	09.21.2025 - REC - OFFICES SUPPLIES	0.00	0.55	
	21.65.62000	OFFICE SUPPLIES	09.21.2025 - REC - OFFICES SUP	0.55		
19R4-VFT9-CRPP	Invoice	09/16/2025	09.16.2025 - REC - DEPARTMENT SUPPLIE	0.00	129.70	
	21.65.62200	DEPARTMENTAL SUPPLIE	09.16.2025 - REC - DEPARTMEN	129.70		
1CLG-PC6P-11NH	Invoice	09/25/2025	09.25.2025 - DPW - OFFICE SUPPLIES	0.00	75.37	
	01.41.62000	OFFICE SUPPLIES	09.25.2025 - DPW - OFFICE SUP	75.37		
1GML-HWC3-XQJ	Invoice	09/10/2025	09.10.2025 - ADMIN - PLASTIC ENVELOPE	0.00	31.04	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.12.62000 OFFICE SUPPLIES		09.10.2025 - ADMIN - PLASTIC E		31.04	
1GN3-NKG9-C6K	Invoice	07/02/2025	07.02.2025 - CDD - OFFICE SUPPLIES	0.00	81.98	
	01.41.62000 OFFICE SUPPLIES		07.02.2025 - CDD - OFFICE SUPP		81.98	
1GPP-VDF4-C7Q	Invoice	09/18/2025	09.18.2025 - ADMIN - BANNER	0.00	43.64	
	01.11.62200 DEPARTMENTAL SUPPLIE		09.18.2025 - ADMIN - BANNER		43.64	
1J9R-GFG7-CP19	Invoice	09/18/2025	09.18.2025 - LIB - ZIP BOOKS	0.00	16.81	
	01.71.62310 Library Zip Grant		09.18.2025 - LIB - ZIP BOOKS		16.81	
1JP9-46XX-FRJY	Invoice	09/30/2025	09.30.2025 - REC - TODDLER ENRICHMEN	0.00	360.81	
	21.63.62978 TODDLER ENRICHMENT S		09.30.2025 - REC - TODDLER EN		360.81	
1KDH-KKGW-YMT	Invoice	06/06/2025	06.06.2025 - REC - ROBSON HOUSE	0.00	98.26	
	15.41.63117 CONSTRUCTION - BUILDI		06.06.2025 - REC - ROBSON HO		98.26	
1MV4-F1MC-CF7	Invoice	09/30/2025	09.30.2025 - REC - PARKSIDE SUPPLIES	0.00	69.25	
	21.63.62979 PARKSIDE SUPPLIES		09.30.2025 - REC - PARKSIDE SU		69.25	
1N1R-DNTC-VDC	Invoice	08/05/2025	08.05.2025 - REC - ROBSON SUPPLIES	0.00	92.79	
	21.63.61187 ROBSON AFTER SCHOOL		08.05.2025 - REC - ROBSON SUP		92.79	
1P6L-6PCT-DGP1	Invoice	09/17/2025	09.17.2025 - ST&PK - CAUTION SIGNS	0.00	61.62	
	01.81.62000 OFFICE SUPPLIES		09.17.2025 - ST&PK - CAUTION		61.62	
1PMN-7TR1-T9M	Invoice	08/05/2025	08.05.2025 - REC - OFFICE SUPPLIES	0.00	202.91	
	21.65.62000 OFFICE SUPPLIES		08.05.2025 - REC - OFFICE SUPP		202.91	
1QCC-W34H-9PN	Invoice	09/18/2025	09.18.2025 - ST&PK - SAFETY GLASSES	0.00	51.85	
	01.41.62200 DEPARTMENTAL SUPPLIE		09.18.2025 - ST&PK - SAFETY GL		51.85	
1R6P-HL11-D76Y	Invoice	09/24/2025	09.24.2025 - REC - PARKSIDE SUPPLIES	0.00	30.63	
	21.63.62979 PARKSIDE SUPPLIES		09.24.2025 - REC - PARKSIDE SU		30.63	
1RYT-476M-C7T3	Invoice	09/19/2025	09.19.2025 - LIB - ZIP BOOKS	0.00	15.28	
	01.71.62310 Library Zip Grant		09.19.2025 - LIB - ZIP BOOKS		15.28	
1T1F-6RX4-F9J6	Invoice	09/25/2025	09.25.2025 - LIB - ADULT BOOKS	0.00	18.03	
	01.71.62301 ADULT BOOKS		09.25.2025 - LIB - ADULT BOOKS		18.03	
1T3V-RD4N-6XDX	Invoice	08/14/2025	08.14.2025 - REC - CAMP KIDMARIN MINI	0.00	120.35	
	21.63.62985 CAMP KIDMARIN MINI S		08.14.2025 - REC - CAMP KIDM		120.35	
1VDR-1X4J-CMW	Invoice	09/23/2025	09.23.2025 - REC - OFFICE SUPPLIES	0.00	25.95	
	21.65.62000 OFFICE SUPPLIES		09.23.2025 - REC - OFFICE SUPP		25.95	
1WHP-JF7N-C7JV	Invoice	09/17/2025	09.17.2025 - LIB - FOOD SUPPLIES	0.00	37.59	
	01.71.61132 OUTSIDE SVCS-PROGRAM		09.17.2025 - LIB - FOOD SUPPLI		37.59	
1X31-NV4C-WQF	Invoice	09/21/2025	09.21.2025 - ST&PK - PLAY STRUCTURE/B	0.00	113.91	
	01.81.62200 DEPARTMENTAL SUPPLIE		09.21.2025 - ST&PK - PLAY STRU		113.91	
1X7G-9G7Q-K7C	Invoice	09/09/2025	09.09.2025 - CDD - PHONE CHARGERS	0.00	117.94	
	01.41.62200 DEPARTMENTAL SUPPLIE		09.09.2025 - CDD - PHONE CHA		117.94	
1XPL-6LV9-G6WT	Invoice	09/19/2025	09.19.2025 - ST&PK - BANNER FLAGS	0.00	142.85	
	41.41.61150 OUTSIDE SERVICES-OTHE		09.19.2025 - ST&PK - BANNER F		142.85	
1Y17-PFDR-77VN	Invoice	09/23/2025	09.23.2025 - REC- PARKSIDE SUPPLIES	0.00	117.98	
	21.63.62979 PARKSIDE SUPPLIES		09.23.2025 - REC- PARKSIDE SU		117.98	
1Y1J-QQGF-CQG	Invoice	06/30/2025	06.30.2025 - CDD - PAPER	0.00	135.44	
	01.41.62200 DEPARTMENTAL SUPPLIE		06.30.2025 - CDD - PAPER		135.44	
1Y7D-4NXD-PQ1	Invoice	09/20/2025	09.20.2025 - REC - ROBSON SUPPLIES	0.00	13.77	
	21.63.61187 ROBSON AFTER SCHOOL		09.20.2025 - REC - ROBSON SUP		13.77	
1YDR-GTXJ-HH6F	Invoice	09/22/2025	09.22.2025 - LIB - 2025 PLANNER CALEND	0.00	15.38	
	01.71.62000 OFFICE SUPPLIES		09.22.2025 - LIB - 2025 PLANNE		15.38	
1YVK-J6KG-CPGJ	Invoice	09/18/2025	09.18.2025 - LIB - ADULT BOOKS	0.00	18.03	
	01.71.62301 ADULT BOOKS		09.18.2025 - LIB - ADULT BOOKS		18.03	
	Void	10/02/2025	Regular	0.00	0.00	100535
	Void	10/02/2025	Regular	0.00	0.00	100536
03903	Argo Construction, Inc.	10/02/2025	Regular	0.00	384,424.03	100537

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**		
	G702-FH20-7	Invoice	09/22/2025	09.22.2025 - FH20 CONSTRUCTION - PAY	0.00	384,424.03	
		15.32.63100	CONSTRUCTION	09.22.2025 - FH20 CONSTRUCTI	384,424.03		
00408	Astro Jump of Northbay	10/02/2025	Regular	0.00	429.00	100538
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
	38449991-REISSU	Invoice	08/21/2025	08.21.2025 - REISSUE - CAMP KIDMARIN	0.00	429.00	
		21.63.61184	CAMP KIDMARIN MIGHT	08.21.2025 - REISSUE - CAMP KI	214.50		
		21.63.61207	CAMP KIDMARIN MINI SE	08.21.2025 - REISSUE - CAMP KI	214.50		
00001	AT&T Calnet	10/02/2025	Regular	0.00	419.21	100539
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
	634-09202025	Invoice	09/20/2025	634 - TRAFFIC SIGNAL MODEM - 08.20.25	0.00	419.21	
		34.41.61705	UTILITIES-TELEPHONE	634 - TRAFFIC SIGNAL MODEM -	419.21		
00388	Baker & Taylor	10/02/2025	Regular	0.00	921.02	100540
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
	2039259155	Invoice	08/28/2025	08.28.2025 - CHILDREN'S BOOKS	0.00	15.32	
		27.71.62302	CHILDRENS BOOKS	08.28.2025 - CHILDREN'S BOOK	15.32		
	2039259156	Invoice	08/28/2025	08.28.2025 - CHILDREN'S BOOKS	0.00	12.13	
		27.71.62302	CHILDRENS BOOKS	08.28.2025 - CHILDREN'S BOOK	12.13		
	2039259157	Invoice	08/28/2025	08.28.2025 - CHILDREN'S BOOKS	0.00	49.76	
		27.71.62302	CHILDRENS BOOKS	08.28.2025 - CHILDREN'S BOOK	49.76		
	2039259158	Invoice	08/28/2025	08.28.2025 - CHILDREN'S BOOKS	0.00	31.96	
		27.71.62302	CHILDRENS BOOKS	08.28.2025 - CHILDREN'S BOOK	31.96		
	2039259159	Invoice	08/28/2025	08.28.2025 - CHILDREN'S BOOKS	0.00	16.86	
		27.71.62302	CHILDRENS BOOKS	08.28.2025 - CHILDREN'S BOOK	16.86		
	2039259186	Invoice	09/03/2025	09.03.2025 - CHILDREN'S BOOKS	0.00	52.94	
		27.71.62302	CHILDRENS BOOKS	09.03.2025 - CHILDREN'S BOOK	52.94		
	2039261245	Invoice	09/03/2025	09.03.2025 - ADULT BOOKS	0.00	14.92	
		27.71.62301	ADULT BOOKS	09.03.2025 - ADULT BOOKS	14.92		
	2039261246	Invoice	09/03/2025	09.03.2025 - ADULT BOOKS	0.00	32.08	
		27.71.62301	ADULT BOOKS	09.03.2025 - ADULT BOOKS	32.08		
	2039261247	Invoice	09/03/2025	09.03.2025 - ADULT BOOKS	0.00	22.20	
		27.71.62301	ADULT BOOKS	09.03.2025 - ADULT BOOKS	22.20		
	2039261248	Invoice	09/03/2025	09.03.2025 - ADULT BOOKS	0.00	2.14	
		27.71.62301	ADULT BOOKS	09.03.2025 - ADULT BOOKS	2.14		
	2039266240	Invoice	09/05/2025	09.05.2025 - ADULT BOOKS	0.00	67.65	
		27.71.62301	ADULT BOOKS	09.05.2025 - ADULT BOOKS	67.65		
	2039266241	Invoice	09/05/2025	09.05.2025 - ADULT BOOKS	0.00	25.59	
		27.71.62301	ADULT BOOKS	09.05.2025 - ADULT BOOKS	25.59		
	2039266242	Invoice	09/05/2025	09.05.2025 - ADULT BOOKS	0.00	30.97	
		27.71.62301	ADULT BOOKS	09.05.2025 - ADULT BOOKS	30.97		
	2039266243	Invoice	09/05/2025	09.05.2025 - ADULT BOOKS	0.00	23.87	
		27.71.62301	ADULT BOOKS	09.05.2025 - ADULT BOOKS	23.87		
	2039274319	Invoice	09/16/2025	09.16.2025 - CHILDREN'S BOOKS	0.00	6.22	
		27.71.62302	CHILDRENS BOOKS	09.16.2025 - CHILDREN'S BOOK	6.22		
	2039274320	Invoice	09/16/2025	09.16.2025 - CHILDREN'S BOOKS	0.00	31.96	
		27.71.62302	CHILDRENS BOOKS	09.16.2025 - CHILDREN'S BOOK	31.96		
	2039274321	Invoice	09/16/2025	09.16.2025 - CHILDREN'S BOOKS	0.00	16.86	
		27.71.62302	CHILDRENS BOOKS	09.16.2025 - CHILDREN'S BOOK	16.86		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
2039274465	Invoice	09/16/2025	09.16.2025 - CHILDREN'S BOOKS	0.00	49.97	
	27.71.62302	CHILDRENS BOOKS	09.16.2025 - CHILDREN'S BOOK	49.97		
2039276755	Invoice	09/18/2025	09.18.2025 - ADULT BOOKS	0.00	22.55	
	27.71.62301	ADULT BOOKS	09.18.2025 - ADULT BOOKS	22.55		
2039276756	Invoice	09/18/2025	09.18.2025 - ADULT BOOKS	0.00	21.88	
	27.71.62301	ADULT BOOKS	09.18.2025 - ADULT BOOKS	21.88		
2039276757	Invoice	09/18/2025	09.18.2025 - ADULT BOOKS	0.00	31.40	
	27.71.62301	ADULT BOOKS	09.18.2025 - ADULT BOOKS	31.40		
2039277876	Invoice	09/17/2025	09.17.2025 - CHILDREN'S BOOKS	0.00	189.75	
	27.71.62302	CHILDRENS BOOKS	09.17.2025 - CHILDREN'S BOOK	189.75		
5019642790	Invoice	08/19/2025	08.19.2025 - CHILDREN'S BOOKS	0.00	11.65	
	27.71.62302	CHILDRENS BOOKS	08.19.2025 - CHILDREN'S BOOK	11.65		
5019652961	Invoice	09/10/2025	09.10.2025 - ADULT BOOKS	0.00	15.84	
	01.71.62301	ADULT BOOKS	09.10.2025 - ADULT BOOKS	29.11		
	01.71.62301	ADULT BOOKS	CREDIT MEMO #0003317667	-13.27		
H73228600	Invoice	08/19/2025	08.19.2025 - VIDEOS	0.00	21.25	
	01.71.62307	VIDEOS	08.19.2025 - VIDEOS	21.25		
H73282540	Invoice	08/27/2025	08.27.2025 - VIDEOS	0.00	29.62	
	01.71.62307	VIDEOS	08.27.2025 - VIDEOS	29.62		
H73289140	Invoice	08/28/2025	08.28.2025 - VIDEOS	0.00	23.25	
	01.71.62307	VIDEOS	08.28.2025 - VIDEOS	23.25		
H73293100	Invoice	08/28/2025	08.28.2025 - VIDEOS	0.00	50.43	
	01.71.62307	VIDEOS	08.28.2025 - VIDEOS	50.43		
	Void	10/02/2025	Regular	0.00	0.00	100541
00058	Bay Alarm	10/02/2025	Regular	0.00	900.24	100542
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
22443516	Invoice	09/03/2025	09.03.2025 - MONITORING/INSPECTION	0.00	900.24	
	41.41.61150	OUTSIDE SERVICES-OTHE	09.03.2025 - MONITORING/INS	900.24		
00633	Bay Area Air Quality Mgmt Dist.	10/02/2025	Regular	0.00	296.00	100543
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
T192955	Invoice	09/02/2025	09.02.2025 - ANNUAL PERMIT RENEWAL	0.00	296.00	
	41.41.61150	OUTSIDE SERVICES-OTHE	09.02.2025 - ANNUAL PERMIT R	296.00		
03946	BlueTriton Brands Inc	10/02/2025	Regular	0.00	88.12	100544
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
05I8720212838	Invoice	09/24/2025	09.24.2025 - REC DEPT - WATER DELIVERY	0.00	88.12	
	21.65.62000	OFFICE SUPPLIES	09.24.2025 - REC DEPT - WATER	88.12		
03462	Bullet Liongson	10/02/2025	Regular	0.00	2,100.00	100545
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2583	Invoice	08/31/2025	08.31.2025 - LOTA 2025 GRAPHIC DESIGN	0.00	2,100.00	
	60.14.62903	LIVE ON THE AVENUE	08.31.2025 - LOTA 2025 GRAPHI	2,100.00		
04057	BV Engineering Inc.	10/02/2025	Regular	0.00	5,000.00	100546
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
25037	Invoice	09/15/2025	09.15.2025 - FH20 - UNDERGRND FIRE/W	0.00	5,000.00	
	15.32.63100	CONSTRUCTION	09.15.2025 - FH20 - UNDERGRN	5,000.00		
01631	Caine Starelli	10/02/2025	Regular	0.00	560.20	100547

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**		
09292025-1	Invoice	09/29/2025	09.29.2025 - MAH JONGG - SEP 2025	0.00	560.20	
	21.62.61171	ADULT CULTURE SERVICE	09.29.2025 - MAH JONGG - SEP	560.20		
03931	Chantel Walker	10/02/2025	Regular	0.00	486.60	100548
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015439	Invoice	09/24/2025	09.24.2025 - REIMB - ANNUAL CALCITIES	0.00	486.60	
	01.11.61000	TRAINING	09.24.2025 - REIMB - ANNUAL C	486.60		
00773	City of Mill Valley	10/02/2025	Regular	0.00	220.00	100549
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015440	Invoice	09/24/2025	09.24.2025 - MCCMC - 4 ATTENDEES	0.00	220.00	
	01.11.61000	TRAINING	09.24.2025 - MCCMC - 4 ATTEN	220.00		
00308	CivicPlus	10/02/2025	Regular	0.00	3,594.15	100550
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
351748	Invoice	12/01/2025	12.01.2025 - SUPPLEMENT SUBSCRIPTION	0.00	3,594.15	
	01.12.61150	OUTSIDE SERVICES-OTHE	12.01.2025 - SUPPLEMENT SUB	3,594.15		
01092	CMRTA	10/02/2025	Regular	0.00	150.00	100551
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
3875	Invoice	12/01/2024	12.01.2024 - MEMBERSHIP RENEWAL 202	0.00	150.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	12.01.2024 - MEMBERSHIP REN	150.00		
02524	Code Source	10/02/2025	Regular	0.00	1,234.00	100552
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
11961	Invoice	08/04/2025	08.04.2025 - RECHECK RVWS - 1337 SAN	0.00	1,070.00	
	01.19.61157	PLAN CHECKING	08.04.2025 - RECHECK RVWS - 1	1,070.00		
11967	Invoice	08/14/2025	08.14.2025 - PLAN REVISIONS - 10 CREST	0.00	164.00	
	01.19.61157	PLAN CHECKING	08.14.2025 - PLAN REVISIONS -	164.00		
00410	COFAM	10/02/2025	Regular	0.00	250.00	100553
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015442	Invoice	09/26/2025	09.26.2025 - ART TALK FAMSF - OCT 2025	0.00	250.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	09.26.2025 - ART TALK FAMSF -	250.00		
01348	Community Media Center of Marin	10/02/2025	Regular	0.00	1,683.00	100554
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2425.11.27.111	Invoice	09/09/2025	09.09.2025 - VIDEO PRODUCTION TC/PC -	0.00	1,683.00	
	01.12.61194	OUTSIDE SERVICES - GRA	09.09.2025 - VIDEO PRODUCTIO	994.50		
	01.18.61194	OUTSIDE SERVICES - GRA	09.09.2025 - VIDEO PRODUCTIO	688.50		
00462	County of Marin - Marin.Org	10/02/2025	Regular	0.00	8,574.06	100555
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
3120	Invoice	09/30/2025	09.30.2025 - ATT MIDAS NETWORK - JUL-	0.00	8,574.06	
	21.65.61106	OUTSIDE SVCS-MGT INFO	09.30.2025 - ATT MIDAS NETW	3,174.06		
	42.21.61150	OUTSIDE SERVICES-OTHE	09.30.2025 - ATT MIDAS NETW	5,400.00		
00589	County of Marin/MCSTOPPP	10/02/2025	Regular	0.00	49,455.99	100556

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**		
MC2026-BPC	Invoice	09/23/2025	09.23.2025 - FY25-26 BASELINE CONTRIB	0.00	49,455.99	
	01.42.61121	OUTSIDE SVCS-CLEAN WA	09.23.2025 - FY25-26 BASELINE	49,455.99		
03853	Dana V. Beck	10/02/2025	Regular	0.00	5,400.00	100557
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
RVFH INVOICE 18	Invoice	09/12/2025	09.12.2025 - RVFH20 ONSITE PROJECT M	0.00	5,400.00	
	15.32.63100	CONSTRUCTION	09.12.2025 - RVFH20 ONSITE PR	5,400.00		
04056	Dara Matson	10/02/2025	Regular	0.00	206.25	100558
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
SARD_001	Invoice	09/11/2025	09.11.2025 - LOTA LOGO DESIGN	0.00	206.25	
	60.14.62903	LIVE ON THE AVENUE	09.11.2025 - LOTA LOGO DESIG	206.25		
00533	Davis Sign Company	10/02/2025	Regular	0.00	2,209.54	100559
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
40424	Invoice	09/17/2025	09.17.2025 - STREET SIGNS	0.00	1,616.31	
	01.42.61150	OUTSIDE SERVICES-OTHE	09.17.2025 - STREET SIGNS	1,616.31		
40459	Invoice	09/26/2025	09.26.2025 - LOTA SURVEY QR/TC PARADE	0.00	412.97	
	01.11.62200	DEPARTMENTAL SUPPLIE	09.26.2025 - LOTA SURVEY QR/T	207.58		
	60.14.62903	LIVE ON THE AVENUE	09.26.2025 - LOTA SURVEY QR/T	205.39		
40471	Invoice	09/26/2025	09.26.2025 - LIBRARY CONSTRUCTION SIG	0.00	180.26	
	41.41.63117	CONSTRUCTION - BUILDI	09.26.2025 - LIBRARY CONSTRU	180.26		
01320	DC Electric Group Inc	10/02/2025	Regular	0.00	5,234.17	100560
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
477831	Invoice	08/31/2025	08.31.2025 - M1007 TS ROUTINE - AUG 2	0.00	2,508.39	
	01.42.61130	OUTSIDE SVCS-SIGNALS	08.31.2025 - M1007 TS ROUTIN	2,508.39		
477909	Invoice	08/31/2025	08.31.2025 - M1008 TS RESPONSE - AUG	0.00	2,725.78	
	01.42.61150	OUTSIDE SERVICES-OTHE	08.31.2025 - M1008 TS RESPON	2,725.78		
01689	Department of Conservation	10/02/2025	Regular	0.00	433.51	100561
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2025 Q3	Invoice	10/01/2025	10.01.2025 - 2025 Q3 STRONG MOTION I	0.00	433.51	
	01.00.20302	BUILDING: STATE SEISMIC	10.01.2025 - 2025 Q3 STRONG	456.33		
	01.00.20302	BUILDING: STATE SEISMIC	LESS 5% GOVT RETAINER	-22.82		
03554	Doc Bailey Construction Equipment Inc	10/02/2025	Regular	0.00	1,206.45	100562
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
43401	Invoice	09/11/2025	09.11.2025 - ANNUAL OSHA INSPECTION	0.00	1,206.45	
	01.81.61602	VEHICLE MAINTENANCE/	09.11.2025 - ANNUAL OSHA INS	1,206.45		
00712	Donna Simonsen	10/02/2025	Regular	0.00	90.00	100563
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
09292025-5	Invoice	09/29/2025	09.29.2025 - LEISURE WALKS - SEP 2025	0.00	90.00	
	21.62.61171	ADULT CULTURE SERVICE	09.29.2025 - LEISURE WALKS - S	90.00		
00087	Elite Tree Service	10/02/2025	Regular	0.00	20,160.00	100564

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		
2025-8-1	Invoice	08/01/2025	08.01.2025 - FIRE CLEARANCE - SAUNDER	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	08.01.2025 - FIRE CLEARANCE -	2,880.00		
2025-9-10	Invoice	09/19/2025	09.19.2025 - FIRE CLEARANCE - CREEK PA	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	09.19.2025 - FIRE CLEARANCE -	2,880.00		
2025-9-11	Invoice	09/19/2025	09.19.2025 - FIRE CLEARANCE - ALDERLY	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	09.19.2025 - FIRE CLEARANCE -	2,880.00		
2025-9-12	Invoice	09/19/2025	09.19.2025 - FIRE CLEARANCE - MADRON	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	09.19.2025 - FIRE CLEARANCE -	2,880.00		
2025-9-16	Invoice	09/26/2025	09.26.2025 - FIRE CLEARANCE - NOKOMIS	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	09.26.2025 - FIRE CLEARANCE -	2,880.00		
2025-9-17	Invoice	09/26/2025	09.26.2025 - FIRE CLEARANCE - LINCOLN/	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	09.26.2025 - FIRE CLEARANCE -	2,880.00		
2025-9-18	Invoice	09/26/2025	09.26.2025 - FIRE CLEARANCE - LINCOLN/	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	09.26.2025 - FIRE CLEARANCE -	2,880.00		
02777	Elizabeth Flanagan	10/02/2025	Regular	0.00	142.80	100565
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
09292025-4	Invoice	09/29/2025	09.29.2025 - PAINTING WORKSHOPS - SEP	0.00	142.80	
	21.62.61171	ADULT CULTURE SERVICE	09.29.2025 - PAINTING WORKS	142.80		
00017	Fairfax Building Supply Co. Inc.	10/02/2025	Regular	0.00	2,275.51	100566
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
302473	Invoice	09/18/2025	09.18.2025 - YELLOW JACKET TRAPS	0.00	87.15	
	01.81.62200	DEPARTMENTAL SUPPLIE	09.18.2025 - YELLOW JACKET TR	87.15		
302489	Invoice	09/18/2025	09.18.2025 - MISCELLANEOUS TOOLS	0.00	73.63	
	01.81.62200	DEPARTMENTAL SUPPLIE	09.18.2025 - MISCELLANEOUS T	73.63		
302501	Invoice	09/18/2025	09.18.2025 - ROBSON - LED/LIGHT CONTR	0.00	59.48	
	34.41.61506	BLDG. MAINT-OTHER	09.18.2025 - ROBSON - LED/LIG	59.48		
302503	Invoice	09/18/2025	09.18.2025 - HARDWARE	0.00	9.76	
	01.81.62200	DEPARTMENTAL SUPPLIE	09.18.2025 - HARDWARE	9.76		
302555	Invoice	09/19/2025	09.19.2025 - FERTILIZER	0.00	24.51	
	01.42.62200	DEPARTMENTAL SUPPLIE	CREDIT MEMO #302600	-34.32		
	95.41.61150	OUTSIDE SERVICES-OTHE	09.19.2025 - FERTILIZER	58.83		
302730	Invoice	09/24/2025	09.24.2025 - PLAYGROUND - NUTSETTER	0.00	27.46	
	01.81.62200	DEPARTMENTAL SUPPLIE	09.24.2025 - PLAYGROUND - NU	27.46		
302744	Invoice	09/24/2025	09.24.2025 - FASTENERS	0.00	6.32	
	01.81.62200	DEPARTMENTAL SUPPLIE	09.24.2025 - FASTENERS	6.32		
302760	Invoice	09/25/2025	09.25.2025 - ROBSON - LEDS/SMOKE CAR	0.00	149.28	
	34.41.61506	BLDG. MAINT-OTHER	09.25.2025 - ROBSON - LEDS/S	149.28		
302773	Invoice	09/25/2025	09.25.2025 - CORPYARD - PIPING/LANDSC	0.00	1,739.13	
	01.81.61189	STEPS, LANES, & TRAILS	09.25.2025 - CORPYARD - PIPIN	1,739.13		
302792	Invoice	09/25/2025	09.25.2025 - FERTILIZER	0.00	39.22	
	95.41.61150	OUTSIDE SERVICES-OTHE	09.25.2025 - FERTILIZER	39.22		
302828	Invoice	09/26/2025	09.26.2025 - FIRST FLOOR TH DOOR - TE	0.00	59.57	
	41.41.61150	OUTSIDE SERVICES-OTHE	09.26.2025 - FIRST FLOOR TH D	59.57		
02278	Gardeners' Guild	10/02/2025	Regular	0.00	1,284.00	100567
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
122808	Invoice	09/18/2025	09.18.2025 - MAGNOLIA LOT - LEAK REPAI	0.00	476.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	09.18.2025 - MAGNOLIA LOT - L	476.00		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
123089	Invoice 09/26/2025	09.26.2025 - RED HILL MEDIAN - IRRIGATI		0.00	808.00	
	01.42.61144 Medians		09.26.2025 - RED HILL MEDIAN -		808.00	
02285	Graphic Facts	10/02/2025	Regular	0.00	1,842.50	100568
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number **Account Name**	**Item Description**		**Distribution Amount**		
14061	Invoice 09/14/2025	09.14.2025 - RED HILL DOG PARK FNDRSR		0.00	1,842.50	
	01.00.20317 DOG PARK DONATIONS	09.14.2025 - RED HILL DOG PAR		1,842.50		
00104	Grier Argall Plumbing Inc	10/02/2025	Regular	0.00	898.89	100569
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number **Account Name**	**Item Description**		**Distribution Amount**		
19446	Invoice 09/18/2025	09.18.2025 - TH SHED SPIGOT RELOCATIO		0.00	708.89	
	15.90.63100 CONSTRUCTION	09.18.2025 - TH SHED SPIGOT R		708.89		
19495	Invoice 09/24/2025	09.24.2025 - CREEK PARK IRRIGATION LEA		0.00	190.00	
	01.42.61144 Medians	09.24.2025 - CREEK PARK IRRIG		190.00		
00020	Hannibal's Inc Electrical Construction	10/02/2025	Regular	0.00	7,509.13	100570
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number **Account Name**	**Item Description**		**Distribution Amount**		
25363	Invoice 07/30/2025	07.30.2025 - TOWN HALL GENERATOR		0.00	1,009.90	
	15.90.63100 CONSTRUCTION	07.30.2025 - TOWN HALL GENE		1,009.90		
25364	Invoice 07/30/2025	07.30.2025 - MAGNOLIA LOT - POST LIGH		0.00	2,562.05	
	15.90.63100 CONSTRUCTION	07.30.2025 - MAGNOLIA LOT - P		2,562.05		
25398	Invoice 09/10/2025	09.10.2025 - LIBRARY - BAY REN DECARB		0.00	800.00	
	41.41.63117 CONSTRUCTION - BUILDI	09.10.2025 - LIBRARY - BAY REN		800.00		
25402	Invoice 09/18/2025	09.18.2025 - RESILIENCE HUB - POWER C		0.00	1,600.00	
	15.90.63100 CONSTRUCTION	09.18.2025 - RESILIENCE HUB -		1,600.00		
25404	Invoice 09/24/2025	09.24.2025 - HUB SHACK/TRELLIS LIGHTIN		0.00	1,537.18	
	41.41.61150 OUTSIDE SERVICES-OTHE	09.24.2025 - HUB SHACK/TRELLI		1,537.18		
02586	HdL Software LLC	10/02/2025	Regular	0.00	872.09	100571
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number **Account Name**	**Item Description**		**Distribution Amount**		
SIN054431	Invoice 08/31/2025	08.31.2025 - NEW ACCOUNTS PROCESSED		0.00	872.09	
	01.12.61150 OUTSIDE SERVICES-OTHE	08.31.2025 - NEW ACCOUNTS P		872.09		
03913	Independent Distribution Collective LLC	10/02/2025	Regular	0.00	2,850.00	100572
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number **Account Name**	**Item Description**		**Distribution Amount**		
LOTA-SM-2025-0	Invoice 10/01/2025	10.01.2025 - LOTA SHOW MGMT 09.12.25		0.00	1,000.00	
	60.14.62903 LIVE ON THE AVENUE	10.01.2025 - LOTA SHOW MGM		1,000.00		
LOTA-SM-2025-0	Invoice 10/01/2025	10.01.2025 - LOTA SHOW MGMT 09.26.25		0.00	500.00	
	60.14.62903 LIVE ON THE AVENUE	10.01.2025 - LOTA SHOW MGM		500.00		
LOTA-TP-2025-10	Invoice 10/01/2025	10.01.2025 - LOTA TECHNICAL PRODUCTI		0.00	1,350.00	
	60.14.62903 LIVE ON THE AVENUE	10.01.2025 - LOTA TECHNICAL P		1,350.00		
04055	Irish Welding Inc.	10/02/2025	Regular	0.00	2,500.00	100573
Payable #	**Payable Type** **Post Date**	**Payable Description**		**Discount Amount**	**Payable Amount**	
	Account Number **Account Name**	**Item Description**		**Distribution Amount**		
0047	Invoice 09/10/2025	09.10.2025 - OAK AVE GUARD RAILING RE		0.00	2,500.00	
	01.42.61412 PARTS AND REPAIRS	09.10.2025 - OAK AVE GUARD R		2,500.00		
03837	Ivy Tzur	10/02/2025	Regular	0.00	15,600.00	100574

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**		
13	Invoice	09/29/2025	09.29.2025 - PROJECT MGMT - 09.01.25-0	0.00	15,600.00	
	01.41.61150	OUTSIDE SERVICES-OTHE	09.29.2025 - PROJECT MGMT -	3,900.00		
	14.41.63127	SAFE ROUTES	09.29.2025 - PROJECT MGMT -	3,120.00		
	15.32.63100	CONSTRUCTION	09.29.2025 - PROJECT MGMT -	3,120.00		
	41.41.63117	CONSTRUCTION - BUILDI	09.29.2025 - PROJECT MGMT -	5,460.00		
04028	Jaime Fabian Lopez San Juan	10/02/2025	Regular	0.00	1,650.00	100575
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015447	Invoice	09/19/2025	09.19.2025 - SOCCER TRAINING - PAYMEN	0.00	1,650.00	
	21.61.61164	SOCCER SERVICES	09.19.2025 - SOCCER TRAINING	1,650.00		
00113	Juan Olsen Sanchez	10/02/2025	Regular	0.00	7,000.00	100576
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
FALL 2025-1	Invoice	09/29/2025	09.29.2025 - GYMNASTICS - FALL 2025 - P	0.00	7,000.00	
	21.61.61167	TUMBLING SERVICES	09.29.2025 - GYMNASTICS - FAL	7,000.00		
03412	Juliana M.Kohl	10/02/2025	Regular	0.00	2,775.50	100577
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
09292025-6	Invoice	09/29/2025	09.29.2025 - PRIVATE MUSIC LESSONS - S	0.00	2,775.50	
	21.62.61175	KIDS CULTURE SERVICES	09.29.2025 - PRIVATE MUSIC LE	2,775.50		
04058	Kristin Moavenian	10/02/2025	Regular	0.00	50,000.00	100578
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
00021457	Invoice	10/01/2025	10.01.2025 - REFUND - UNDRGRNDG 52 A	0.00	50,000.00	
	01.00.20377	Undergrounding Deposit	10.01.2025 - REFUND - UNDRGR	50,000.00		
04006	Kyocera Document Solutions Northern Californ	10/02/2025	Regular	0.00	2,055.03	100579
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
55E1846544	Invoice	09/25/2025	09.25.2025 - KYOCERA CONTRACT BASE/	0.00	2,055.03	
	42.21.63003	COMPUTER HARDWARE/	09.25.2025 - KYOCERA CONTRA	2,055.03		
03849	Marin County Office of Emergency Managemer	10/02/2025	Regular	0.00	7,500.00	100580
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015441	Invoice	09/01/2025	09.01.2025 - MOU SHARED EMGNCY MG	0.00	7,500.00	
	01.21.61150	OUTSIDE SERVICES-OTHE	09.01.2025 - MOU SHARED EM	7,500.00		
00029	Marin IT	10/02/2025	Regular	0.00	10,577.67	100581
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2025-128886	Invoice	09/19/2025	09.19.2025 - DUO SUBSCRIPTION - JUN-A	0.00	660.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	09.19.2025 - DUO SUBSCRIPTIO	660.00		
2025-128986	Invoice	06/30/2025	06.30.2025 - AGMNT AUTOMATE/DEFEN	0.00	2,360.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	06.30.2025 - AGMNT AUTOMAT	2,360.00		
2025-128987	Invoice	09/19/2025	09.19.2025 - AGMNT AUTOMATE/DEFEN	0.00	2,531.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	09.19.2025 - AGMNT AUTOMAT	2,531.00		
2025-129023	Invoice	09/26/2025	09.26.2025 - IT MGMT SUPPORT AGREEM	0.00	5,026.67	
	42.21.61150	OUTSIDE SERVICES-OTHE	09.26.2025 - IT MGMT SUPPOR	5,026.67		
00142	Marin Municipal Water District	10/02/2025	Regular	0.00	28,439.02	100582

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
119-09122025	Invoice	09/12/2025	119 - MULTIPLE - 07.10.25-09.09.25	0.00	2,550.86	
	41.41.61701	UTILITIES	119 - MULTIPLE - 07.10.25-09.0	2,550.86		
120-09122025	Invoice	09/12/2025	120 - MULTIPLE - 07.10.25-09.09.25	0.00	1,443.83	
	41.41.61701	UTILITIES	120 - MULTIPLE - 07.10.25-09.0	1,443.83		
152-09122025	Invoice	09/12/2025	152 - SAN FRANCISCO BLVD - 07.10.25-09.	0.00	784.39	
	41.41.61701	UTILITIES	152 - SAN FRANCISCO BLVD - 07	784.39		
495-09122025	Invoice	09/12/2025	495 - MAGNOLIA AVE - 07.10.25-09.09.25	0.00	186.51	
	41.41.61701	UTILITIES	495 - MAGNOLIA AVE - 07.10.25	186.51		
665-09122025	Invoice	09/12/2025	665 - SAN FRANCISCO BLVD - 07.10.25-09.	0.00	194.18	
	41.41.61701	UTILITIES	665 - SAN FRANCISCO BLVD - 07	194.18		
752-09122025	Invoice	09/12/2025	752 - SUNNY HILLS DR - 07.10.25-09.09.2	0.00	18,866.62	
	01.81.61703	UTILITIES-WATER	752 - SUNNY HILLS DR - 07.10.2	18,866.62		
808-09122025	Invoice	09/12/2025	808 - 525 SAN ANSELMO AVE - 07.10.25-0	0.00	1,021.99	
	41.41.61701	UTILITIES	808 - 525 SAN ANSELMO AVE - 0	1,021.99		
939-09122025	Invoice	09/12/2025	939 - 634 SAN ANSELMO AVE - 07.10.25-0	0.00	87.69	
	41.41.61701	UTILITIES	939 - 634 SAN ANSELMO AVE - 0	87.69		
943-09122025	Invoice	09/12/2025	943 - 237 CRESCENT RD - 07.10.25-09.09.	0.00	3,302.95	
	32.81.61703	UTILITIES-WATER	943 - 237 CRESCENT RD - 07.10.	1,651.48		
	41.41.61701	UTILITIES	943 - 237 CRESCENT RD - 07.10.	1,651.47		
03804	Martin/Martin Inc.	10/02/2025	Regular	0.00	5,915.00	100583
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
24.0770-00011	Invoice	09/04/2025	09.04.2025 - FH20 - DESIGN DEV/CD/CA -	0.00	5,915.00	
	15.32.63100	CONSTRUCTION	09.04.2025 - FH20 - DESIGN DEV	5,915.00		
03951	Matt Anacker	10/02/2025	Regular	0.00	234.90	100584
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015445	Invoice	09/29/2025	09.29.2025 - REIMB - DOG JAM 4 POND F	0.00	234.90	
	01.00.20317	DOG PARK DONATIONS	09.29.2025 - REIMB - DOG JAM	234.90		
03926	Matt Ridella	10/02/2025	Regular	0.00	500.00	100585
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015444	Invoice	09/29/2025	09.292025 - REIMB - DOG JAM 4 BANDS	0.00	500.00	
	01.00.20317	DOG PARK DONATIONS	09.292025 - REIMB - DOG JAM 4	500.00		
00609	Midwest Tape	10/02/2025	Regular	0.00	32.75	100586
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
507669734	Invoice	08/29/2025	08.29.2025 - LIBRARY - VIDEOS	0.00	32.75	
	01.71.62307	VIDEOS	08.29.2025 - LIBRARY - VIDEOS	32.75		
02931	Momar Inc.	10/02/2025	Regular	0.00	666.72	100587
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
PSI618711	Invoice	05/27/2025	05.27.2025 - MARK OFF AEROSOL	0.00	666.72	
	01.42.62200	DEPARTMENTAL SUPPLIE	05.27.2025 - MARK OFF AEROS	666.72		
01346	Nerviani Paving Inc	10/02/2025	Regular	0.00	58,825.00	100588

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**		
	7749	Invoice	09/02/2025	09.02.2025 - TH PARKING LOT OVERLAY	0.00	58,825.00
		15.90.63100	CONSTRUCTION	09.02.2025 - TH PARKING LOT O	13,400.00	
		19.41.63109	UNPROGRAMMED DRAIN	09.02.2025 - TH PARKING LOT O	45,425.00	
03524	Northwest Cascade, Inc.	10/02/2025	Regular	0.00	3,690.90	100589
	0555117403	Invoice	09/18/2025	09.18.2025 - UNIT RENTALS - 09.18.25-10.	0.00	552.49
		60.14.62903	LIVE ON THE AVENUE	09.18.2025 - UNIT RENTALS - 09	552.49	
	0555126949	Invoice	09/23/2025	09.23.2025 - UNIT RENTALS - 09.23.25-10.	0.00	3,138.41
		01.81.61150	OUTSIDE SERVICES-OTHE	09.23.2025 - UNIT RENTALS - 09	1,046.00	
		60.14.62903	LIVE ON THE AVENUE	09.23.2025 - UNIT RENTALS - 09	2,092.41	
03884	Pacific Mobile Structures, Inc.	10/02/2025	Regular	0.00	6,352.63	100590
	INV-00461911	Invoice	07/01/2025	07.01.2025 - RENTAL CONTAINER - JUL 20	0.00	92.86
		15.32.63100	CONSTRUCTION	07.01.2025 - RENTAL CONTAINE	92.86	
	INV-00481732	Invoice	10/01/2025	10.01.2025 - TEMP FACILITIES - OCT 2025	0.00	6,166.91
		15.32.63100	CONSTRUCTION	10.01.2025 - TEMP FACILITIES -	6,166.91	
	INV-00481874	Invoice	10/01/2025	10.01.2025 - RENTAL CONTAINER - OCT 20	0.00	92.86
		15.32.63100	CONSTRUCTION	10.01.2025 - RENTAL CONTAINE	92.86	
04038	Pacific States Petroleum, Inc.	10/02/2025	Regular	0.00	2,501.39	100591
	2439875-IN	Invoice	06/16/2025	06.16.2025 - UNLEADED 87 290.6 GAL	0.00	1,399.91
		01.81.62988	VEHICLE-FUEL/OIL/TIRES	06.16.2025 - UNLEADED 87 290.	1,399.91	
	2478513-IN	Invoice	07/07/2025	07.07.2025 - UNLEADED 87 142.0 GAL	0.00	677.21
		01.81.62988	VEHICLE-FUEL/OIL/TIRES	07.07.2025 - UNLEADED 87 142.	677.21	
	2478519-IN	Invoice	06/30/2025	06.30.2025 - CLEAR DIESEL RENEWABLE 5	0.00	424.27
		01.42.62988	VEHICLE-FUEL/OIL/TIRES	06.30.2025 - CLEAR DIESEL REN	424.27	
01139	Phillips Seabrook Associates	10/02/2025	Regular	0.00	9,900.00	100592
	250225	Invoice	06/09/2025	06.09.2025 - INTRM BLDG OFFCL 05.27.25	0.00	4,400.00
		01.41.61150	OUTSIDE SERVICES-OTHE	06.09.2025 - INTRM BLDG OFFC	4,400.00	
	250281	Invoice	07/15/2025	07.15.2025 - PLAN REVIEWS - 108 SEQUOI	0.00	1,370.00
		01.19.61157	PLAN CHECKING	07.15.2025 - PLAN REVIEWS - 1	1,370.00	
	250296	Invoice	07/25/2025	07.25.2025 - PLAN REVIEWS - 360 REDW	0.00	1,010.00
		01.19.61157	PLAN CHECKING	07.25.2025 - PLAN REVIEWS - 3	1,010.00	
	250298	Invoice	07/29/2025	07.29.2025 - PLAN REVIEWS - 2551 SEQU	0.00	1,120.00
		01.19.61157	PLAN CHECKING	07.29.2025 - PLAN REVIEWS - 2	1,120.00	
	250321	Invoice	08/14/2025	08.14.2025 - PLAN REVIEW - 21 MORNIN	0.00	2,000.00
		01.19.61157	PLAN CHECKING	08.14.2025 - PLAN REVIEW - 21	2,000.00	
03639	Quadient Leasing USA, Inc.	10/02/2025	Regular	0.00	576.62	100593

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		
Q2014491	Invoice	09/10/2025	09.10.2025 - POSTAGE MACHINE LEASE	0.00	576.62	
	01.12.62003	POSTAGE	09.10.2025 - POSTAGE MACHIN	115.32		
	01.18.62003	POSTAGE	09.10.2025 - POSTAGE MACHIN	115.32		
	01.41.62003	POSTAGE	09.10.2025 - POSTAGE MACHIN	115.32		
	01.71.62003	POSTAGE	09.10.2025 - POSTAGE MACHIN	115.34		
	01.82.62003	POSTAGE	09.10.2025 - POSTAGE MACHIN	115.32		
00038	Rafael Lumber	10/02/2025	Regular	0.00	175.98	100594
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
110198	Invoice	09/16/2025	09.16.2025 - ICC - PLYWOOD	0.00	121.03	
	31.41.61506	BLDG. MAINT-OTHER	09.16.2025 - ICC - PLYWOOD	121.03		
110237	Invoice	09/16/2025	09.16.2025 - ICC - PLYWOOD	0.00	54.95	
	31.41.61506	BLDG. MAINT-OTHER	09.16.2025 - ICC - PLYWOOD	54.95		
01563	SCA	10/02/2025	Regular	0.00	14,405.80	100595
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25000602	Invoice	07/15/2025	07.15.2025 - RES STREET SWEEPER - JUL 2	0.00	7,202.90	
	01.42.61135	STREET SWEEPING	07.15.2025 - RES STREET SWEEP	7,202.90		
25000755	Invoice	08/15/2025	08.15.2025 - RES STREET SWEEPER - AUG	0.00	7,202.90	
	01.42.61135	STREET SWEEPING	08.15.2025 - RES STREET SWEEP	7,202.90		
02936	SMITH'S PEST MANAGEMENT	10/02/2025	Regular	0.00	350.00	100596
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
355559	Invoice	07/27/2025	07.27.2025 - MEMORIAL PARK - PEST CON	0.00	350.00	
	01.81.61150	OUTSIDE SERVICES-OTHE	07.27.2025 - MEMORIAL PARK -	350.00		
00024	T & B Sports Inc	10/02/2025	Regular	0.00	18,321.56	100597
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0000227031	Invoice	09/19/2025	09.19.2025 - SOCCER UNIFORMS	0.00	10,442.12	
	21.61.62964	SOCCER SUPPLIES	09.19.2025 - SOCCER UNIFORM	10,442.12		
0000227034	Invoice	09/19/2025	09.19.2025 - SOCCER UNIFORMS	0.00	7,223.94	
	21.61.62964	SOCCER SUPPLIES	09.19.2025 - SOCCER UNIFORM	7,223.94		
0000227035	Invoice	09/19/2025	09.19.2025 - SOCCER UNIFORMS	0.00	655.50	
	21.61.62964	SOCCER SUPPLIES	09.19.2025 - SOCCER UNIFORM	655.50		
03590	The Marin Dojo, Inc.	10/02/2025	Regular	0.00	360.00	100598
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
09292025-3	Invoice	09/29/2025	09.29.2025 - TAI CHI - SEP 2025	0.00	360.00	
	21.62.61171	ADULT CULTURE SERVICE	09.29.2025 - TAI CHI - SEP 2025	360.00		
03207	Toni DeFrancis	10/02/2025	Regular	0.00	180.00	100599
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2025-PC915	Invoice	09/23/2025	09.23.2025 - TRANSCRIPTION PC 09/15	0.00	180.00	
	01.12.60010	TEMPORARY HELP	09.23.2025 - TRANSCRIPTION P	180.00		
00220	Underground Service Alert of Northern Californ	10/02/2025	Regular	0.00	924.24	100600
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25USB176567	Invoice	07/25/2025	07.25.2025 - CA STATE FEE FOR REGULAT	0.00	924.24	
	01.42.61150	OUTSIDE SERVICES-OTHE	07.25.2025 - CA STATE FEE FOR	924.24		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00384	Van Midde & Son Concrete	10/02/2025	Regular	0.00	10,500.00	100601

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
15732	Invoice	09/16/2025	09.16.2025 - TOWN HALL - ISLAND RPLCM	0.00	3,300.00
	15.90.63100	CONSTRUCTION	09.16.2025 - TOWN HALL - ISLA	3,300.00	
15733	Invoice	09/16/2025	09.16.2025 - TOWN HALL - CURB/GUTTER	0.00	7,200.00
	19.41.63109	UNPROGRAMMED DRAIN	09.16.2025 - TOWN HALL - CUR	7,200.00	

00523	Wildcare	10/02/2025	Regular	0.00	420.00	100602

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
V8097	Invoice	09/30/2025	09.30.2025 - ROBSON AFTERCARE PROGR	0.00	420.00
	21.63.61187	ROBSON AFTER SCHOOL	09.30.2025 - ROBSON AFTERCA	420.00	

03454	Willdan Engineering	10/02/2025	Regular	0.00	1,215.00	100603

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
002-35912	Invoice	09/19/2025	09.19.2025 - BLDG/SAFETY PLAN CHECKS	0.00	1,215.00
	01.19.61157	PLAN CHECKING	09.19.2025 - BLDG/SAFETY PLA	1,215.00	

02411	23 ELEPHANTS THEATRE COMPANY	10/06/2025	Regular	0.00	11,424.00	100604

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
FALL 2025-1	Invoice	10/01/2025	10.01.2025 - FALL 2025 - THEATRE PROGR	0.00	11,424.00
	21.62.61175	KIDS CULTURE SERVICES	10.01.2025 - FALL 2025 - THEAT	11,424.00	

02905	Wells Fargo Vendor Financial Services, LLC	10/07/2025	Regular	0.00	1,816.46	100605

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
5035493081	Invoice	08/14/2025	08.14.2025 - KYOCERA PRINTER - 09.30.2	0.00	983.23
	42.21.63003	COMPUTER HARDWARE/	08.14.2025 - KYOCERA PRINTER	983.23	
5035860819	Invoice	09/13/2025	09.13.2025 - KYOCERA PRINTER - 10.30.2	0.00	833.23
	42.21.63003	COMPUTER HARDWARE/	09.13.2025 - KYOCERA PRINTER	833.23	

04060	Gregory Arent	10/07/2025	Regular	0.00	5,570.00	100606

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
R16405	Invoice	09/03/2025	09.03.2025 - REFUND - ROAD BOND 55 TE	0.00	5,570.00
	01.00.20314	ROAD BOND	09.03.2025 - REFUND - ROAD B	5,570.00	

04059	Jason Frith	10/07/2025	Regular	0.00	6,520.00	100607

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
R16404	Invoice	10/07/2025	10.07.2025 - REFUND - ROAD BOND 745 R	0.00	6,520.00
	01.00.20314	ROAD BOND	10.07.2025 - REFUND - ROAD B	6,520.00	

04048	Alcal Specialty Contracting, Inc.	10/16/2025	Regular	0.00	6,354.55	100608

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
199271875	Invoice	10/03/2025	10.03.2025 - ICC RE-ROOF - PAYMENT 3	0.00	6,354.55
	15.41.63117	CONSTRUCTION - BUILDI	10.03.2025 - ICC RE-ROOF - PAY	6,354.55	

03082	Alison St. Sure	10/16/2025	Regular	0.00	1,699.54	100609

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
FALL 2025-1	Invoice	10/14/2025	10.14.2025 - MISA ADMIN	0.00	1,699.54
	21.61.61164	SOCCER SERVICES	10.14.2025 - MISA ADMIN	1,699.54	

04068	Alterpex LLC	10/16/2025	Regular	0.00	700.00	100610

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**		
	250192	Invoice	09/23/2025	09.23.2025 - FH20 - ONSITE SURVEY/YEAR	0.00	700.00	
		15.32.63100	CONSTRUCTION	09.23.2025 - FH20 - ONSITE SUR	700.00		
02920	Amazon Business	10/16/2025	Regular	0.00	1,567.03	100611
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
	11NW-4L3J-FRW	Invoice	10/08/2025	10.08.2025 - REC - OFFICE SUPPLIES	0.00	12.29	
		21.65.62000	OFFICE SUPPLIES	10.08.2025 - REC - OFFICE SUPP	12.29		
	16HX-QM7M-FW	Invoice	09/29/2025	09.29.2025 - LIB - ADULT BOOKS	0.00	43.71	
		27.71.62301	ADULT BOOKS	09.29.2025 - LIB - ADULT BOOKS	43.71		
	16MV-C3QK-RXT	Invoice	10/03/2025	10.03.2025 - ST&PK - MAKITA SAW CHAIN	0.00	102.48	
		01.81.62200	DEPARTMENTAL SUPPLIE	10.03.2025 - ST&PK - MAKITA S	102.48		
	1FYQ-911R-7NTC	Invoice	10/07/2025	10.07.2025 - REC - ROBSON HOUSE	0.00	221.13	
		21.63.61187	ROBSON AFTER SCHOOL	10.07.2025 - REC - ROBSON HO	221.13		
	1J6C-LN4M-6WJK	Invoice	10/07/2025	10.07.2025 - REC - PARKSIDE SUPPLIES	0.00	123.90	
		21.63.62979	PARKSIDE SUPPLIES	10.07.2025 - REC - PARKSIDE SU	123.90		
	1KF1-TQPY-CYXV	Invoice	10/07/2025	10.07.2025 - REC - SPECIAL EVENTS	0.00	44.36	
		21.64.61185	SPECIAL EVENT EXPENSE	10.07.2025 - REC - SPECIAL EVE	44.36		
	1LFL-TFVN-F6CP	Invoice	10/02/2025	10.02.2025 - ST&PK -DEPARTMENT SUPPL	0.00	18.37	
		01.81.62200	DEPARTMENTAL SUPPLIE	10.02.2025 - ST&PK -DEPARTME	18.37		
	1RGX-YM9K-H733	Invoice	10/02/2025	10.02.2025 - ST&PK - WORK CLOTHING	0.00	282.84	
		01.81.62920	WORK CLOTHING	10.02.2025 - ST&PK - WORK CLO	282.84		
	1RGX-YM9K-TL1Y	Invoice	10/03/2025	10.03.2025 - LIB - ZIP BOOKS	0.00	15.73	
		01.71.62310	Library Zip Grant	10.03.2025 - LIB - ZIP BOOKS	15.73		
	1RN3-FFVG-GT7Y	Invoice	10/08/2025	10.08.2025 - LIB - ADULT BOOKS	0.00	313.03	
		01.71.62301	ADULT BOOKS	10.08.2025 - LIB - ADULT BOOKS	313.03		
	1RRW-411M-RQ3	Invoice	09/27/2025	09.27.2025 - LIB - ZIP BOOKS	0.00	28.67	
		01.71.62310	Library Zip Grant	09.27.2025 - LIB - ZIP BOOKS	28.67		
	1WLT-CXJ7-3FXH	Invoice	09/28/2025	09.28.2025 - LIB - ZIP BOOKS	0.00	19.65	
		01.71.62310	Library Zip Grant	09.28.2025 - LIB - ZIP BOOKS	19.65		
	1XVW-3H1W-CR	Invoice	10/07/2025	10.07.2025 - REC - OFFICE SUPPLIES	0.00	41.28	
		21.65.62000	OFFICE SUPPLIES	10.07.2025 - REC - OFFICE SUPP	41.28		
	1Y7H-J6Y9-K9V6	Invoice	10/03/2025	10.03.2025 - ST&PK - OFFICE SUPPLIES	0.00	260.28	
		01.81.62000	OFFICE SUPPLIES	10.03.2025 - ST&PK - OFFICE SU	260.28		
	1YM9-KPYK-FG1H	Invoice	09/29/2025	09.29.2025 - CDD - FIRST AID SUPPLIES	0.00	39.31	
		01.41.62200	DEPARTMENTAL SUPPLIE	09.29.2025 - CDD - FIRST AID SU	39.31		
03903	Argo Construction, Inc.	10/16/2025	Regular	0.00	577,474.05	100612
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
	G702-FH20-8	Invoice	10/15/2025	10.15.2025 - FH20 CONSTRUCTION - PAY	0.00	577,474.05	
		14.32.63100	CONSTRUCTION	10.15.2025 - FH20 CONSTRUCTI	577,474.05		
03354	Arlette Castellanos	10/16/2025	Regular	0.00	3,044.00	100613
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
	10142025-1	Invoice	10/14/2025	10.14.2025 - SPANISH CLASSES - WT/MNR	0.00	2,584.00	
		21.63.61180	AFTER SCHOOL ENRICHM	10.14.2025 - SPANISH CLASSES -	2,584.00		
	24	Invoice	10/03/2025	10.03.2025 - SPANISH STORYTIME - JUL 20	0.00	460.00	
		01.71.61132	OUTSIDE SVCS-PROGRAM	10.03.2025 - SPANISH STORYTI	460.00		
00001	AT&T Calnet	10/16/2025	Regular	0.00	62.82	100614

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**		
576-09272025	Invoice	09/27/2025	576 - TH CHAMBERS PHONE - 08.27.25-09	0.00	62.82	
	41.41.61701	UTILITIES	576 - TH CHAMBERS PHONE - 0	62.82		
03702	Ayrton B. Sobral	10/16/2025	Regular	0.00	24,285.00	100615
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015485	Invoice	09/30/2025	09.30.2025 - ICC INTERIOR PAINTING OFFI	0.00	24,285.00	
	21.65.63100	CAPITAL OUTLAY - CONST	09.30.2025 - ICC INTERIOR PAIN	24,285.00		
00388	Baker & Taylor	10/16/2025	Regular	0.00	91.59	100616
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2039283632	Invoice	09/24/2025	09.24.2025 - CHILDREN'S BOOKS	0.00	28.67	
	01.71.62302	CHILDRENS BOOKS	09.24.2025 - CHILDREN'S BOOK	28.67		
2039283633	Invoice	09/24/2025	09.24.2025 - CHILDREN'S BOOKS	0.00	62.92	
	01.71.62302	CHILDRENS BOOKS	09.24.2025 - CHILDREN'S BOOK	62.92		
04040	Bennett Industries, Inc.	10/16/2025	Regular	0.00	177.28	100617
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
31817-2	Invoice	10/14/2025	10.14.2025 - REC TEAM SWAG - FINAL PM	0.00	177.28	
	21.65.62200	DEPARTMENTAL SUPPLIE	10.14.2025 - REC TEAM SWAG -	177.28		
02192	BPXpress	10/16/2025	Regular	0.00	619.05	100618
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
BEN-70142	Invoice	09/30/2025	09.30.2025 - LIBRARY RESRESH - PLANRO	0.00	619.05	
	41.41.63117	CONSTRUCTION - BUILDI	09.30.2025 - LIBRARY RESRESH -	619.05		
01311	Broadcast Music Inc - BMI	10/16/2025	Regular	0.00	432.00	100619
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
61280752	Invoice	10/02/2025	10.02.2025 - MUSIC LICENSING - REC DEP	0.00	432.00	
	60.14.61910	BMI ROYALTIES	10.02.2025 - MUSIC LICENSING	432.00		
03864	Cal West Rentals, Inc.	10/16/2025	Regular	0.00	1,164.00	100620
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
436987	Invoice	07/18/2025	07.18.2025 - ROBSON HOUSE - SCAFFOLD	0.00	582.00	
	31.41.61506	BLDG. MAINT-OTHER	07.18.2025 - ROBSON HOUSE -	582.00		
438439	Invoice	07/01/2025	06.25.2025 - ROBSON HOUSE - SCAFFOLD	0.00	582.00	
	15.41.63117	CONSTRUCTION - BUILDI	06.25.2025 - ROBSON HOUSE -	582.00		
01110	California City-County Street Light Association (	10/16/2025	Regular	0.00	945.00	100621
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
19322-2026	Invoice	10/06/2025	10.06.2025 - ANNUAL DUES FYE JUN 2026	0.00	945.00	
	01.41.61302	DUES	10.06.2025 - ANNUAL DUES FYE	945.00		
04061	Carlos Castro	10/16/2025	Regular	0.00	310.10	100622
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
R16422	Invoice	10/13/2025	10.13.2025 - REFUND - PLAN FEES 58 MA	0.00	310.10	
	01.00.48012	GENERAL PLAN MAINT FE	10.13.2025 - REFUND - PLAN FE	36.40		
	01.00.48057	PLANNING FEES	10.13.2025 - REFUND - PLAN FE	255.50		
	01.00.48059	PLANNING TRAINING FEE	10.13.2025 - REFUND - PLAN FE	18.20		
03923	Checkmate Academy Group LLC	10/16/2025	Regular	0.00	1,624.70	100623

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**		
10142025-5	Invoice	10/14/2025	10.14.2025 - CHESS CLASSES WADE THO	0.00	1,624.70	
	21.63.61180	AFTER SCHOOL ENRICHM	10.14.2025 - CHESS CLASSES W	1,624.70		
01534	Christine O'Rourke	10/16/2025	Regular	0.00	39,612.25	100624
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1008	Invoice	10/13/2025	10.13.2025 - GENERAL PLAN UPDATE - AU	0.00	39,612.25	
	01.18.61150	OUTSIDE SERVICES-OTHE	10.13.2025 - GENERAL PLAN UP	39,612.25		
04065	Columbia Electric, Inc.	10/16/2025	Regular	0.00	137,780.49	100625
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
31461-1	Invoice	08/21/2025	08.21.2025 - SFD SAUNDERS PED BEACON	0.00	130,891.47	
	14.41.63123	CAPITAL OUTLAY - SIGNAL	08.21.2025 - SFD SAUNDERS PE	130,891.47		
31461-2	Invoice	10/13/2025	10.13.2025 - SFD/SAUNDERS PED BEACO	0.00	6,889.02	
	14.41.63123	CAPITAL OUTLAY - SIGNAL	10.13.2025 - SFD/SAUNDERS PE	6,889.02		
00072	Comcast	10/16/2025	Regular	0.00	208.81	100626
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
049-09222025	Invoice	09/22/2025	049 - TH UTILITIES - 09.27.25-10.26.25	0.00	208.81	
	41.41.61701	UTILITIES	049 - TH UTILITIES - 09.27.25-10	208.81		
02581	CSG Consultants	10/16/2025	Regular	0.00	10,575.00	100627
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
B251365	Invoice	10/01/2025	10.01.2025 - BLDG PLAN REVIEWS - SEP 2	0.00	10,575.00	
	01.19.61157	PLAN CHECKING	10.01.2025 - BLDG PLAN REVIE	10,575.00		
01320	DC Electric Group Inc	10/16/2025	Regular	0.00	29,996.88	100628
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
477884	Invoice	08/31/2025	08.31.2025 - THE HUB TECH CAMERA INS	0.00	26,286.88	
	15.41.63123	CAPITAL OUTLAY - SIGNAL	08.31.2025 - THE HUB TECH CA	26,286.88		
477934	Invoice	09/22/2025	09.22.2025 - SFDB/SAUNDERS HAWK SIG	0.00	3,710.00	
	14.41.63123	CAPITAL OUTLAY - SIGNAL	09.22.2025 - SFDB/SAUNDERS H	3,710.00		
00035	Demco Inc	10/16/2025	Regular	0.00	133.53	100629
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
7703393	Invoice	09/25/2025	09.25.2025 - MEDIA POUCHES	0.00	133.53	
	01.71.62200	DEPARTMENTAL SUPPLIE	09.25.2025 - MEDIA POUCHES	133.53		
00266	Edwin P Gurka, Jr	10/16/2025	Regular	0.00	658.75	100630
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
26-2025	Invoice	10/03/2025	10.03.2025 - ARBORIST SERVICES - SEP/O	0.00	658.75	
	01.42.61105	OUTSIDE SERVICES-TREES	10.03.2025 - ARBORIST SERVICE	658.75		
00087	Elite Tree Service	10/16/2025	Regular	0.00	11,160.00	100631
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2025-10-1	Invoice	10/03/2025	10.03.2025 - FIRE CLEARANCE - MTN VIE	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	10.03.2025 - FIRE CLEARANCE -	2,880.00		
2025-10-2	Invoice	10/03/2025	10.03.2025 - FIRE CLEARANCE - SAUNDER	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	10.03.2025 - FIRE CLEARANCE -	2,880.00		
2025-8-10	Invoice	08/15/2025	08.15.2025 - BUTTERFIELD RD TREE TRIM	0.00	5,400.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.42.61105 OUTSIDE SERVICES-TREES	08.15.2025 - BUTTERFIELD RD T			5,400.00	
03396	Emily B. Stucky	10/16/2025	Regular	0.00	500.00	100632
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0925	Invoice	10/03/2025	10.03.2025 - SING AND STOMP - SEP 2025	0.00	500.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	10.03.2025 - SING AND STOMP -	500.00		
00017	Fairfax Building Supply Co. Inc.	10/16/2025	Regular	0.00	107.07	100633
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
303099	Invoice	10/03/2025	10.03.2025 - MAPLE ROOM - FAUCET	0.00	78.47	
	31.41.61506	BLDG. MAINT-OTHER	10.03.2025 - MAPLE ROOM - FA	78.47		
303288	Invoice	10/07/2025	10.07.2025 - DUCT TAPE	0.00	12.93	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.07.2025 - DUCT TAPE	12.93		
303350	Invoice	10/08/2025	10.08.2025 - SPRAY PAINT	0.00	15.67	
	01.42.62200	DEPARTMENTAL SUPPLIE	10.08.2025 - SPRAY PAINT	15.67		
01062	Forster Pump & Well, A Division of Arolo Compa	10/16/2025	Regular	0.00	22,998.88	100634
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2509284-IN	Invoice	09/30/2025	09.30.2025 - IRRIGATION 249 SFD BLVD	0.00	21,835.00	
	01.42.61144	Medians	09.30.2025 - IRRIGATION 249 SF	7,278.50		
	01.81.61150	OUTSIDE SERVICES-OTHE	09.30.2025 - IRRIGATION 249 SF	7,278.50		
	14.81.61150	OUTSIDE SERVICES-OTHE	09.30.2025 - IRRIGATION 249 SF	7,278.00		
2509290-IN	Invoice	09/30/2025	09.30.2025 - IRRIGATION SUPPLIES	0.00	1,163.88	
	01.81.61150	OUTSIDE SERVICES-OTHE	09.30.2025 - IRRIGATION SUPPLI	1,163.88		
03566	FOSTER & FOSTER, INC	10/16/2025	Regular	0.00	1,700.00	100635
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
38182	Invoice	10/08/2025	10.08.2025 - GASB 68 REPORT FYE JUN 20	0.00	1,700.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	10.08.2025 - GASB 68 REPORT F	1,700.00		
02278	Gardeners' Guild	10/16/2025	Regular	0.00	277.00	100636
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
123068	Invoice	10/01/2025	10.01.2025 - ICC - MAINTENANCE OCT 20	0.00	277.00	
	21.65.61507	ICC LANDSCAPING MAINT	10.01.2025 - ICC - MAINTENANC	277.00		
03776	GFDS Engineers, Inc.	10/16/2025	Regular	0.00	272.50	100637
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25037.00-5	Invoice	10/13/2025	10.13.2025 - SAN ANSELMO LIBRARY - SE	0.00	272.50	
	41.41.63117	CONSTRUCTION - BUILDI	10.13.2025 - SAN ANSELMO LIB	272.50		
00104	Grier Argall Plumbing Inc	10/16/2025	Regular	0.00	294.00	100638
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
19538	Invoice	10/06/2025	10.06.2025 - 2025 BFDT - 777 SAN ANSEL	0.00	294.00	
	01.32.61506	BLDG. MAINT-OTHER	10.06.2025 - 2025 BFDT - 777 S	294.00		
02606	Halleh Besharati	10/16/2025	Regular	0.00	4,609.50	100639
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10142025-2	Invoice	10/14/2025	10.14.2025 - TEACHER WORK DAY - OCT 2	0.00	4,609.50	
	21.62.61175	KIDS CULTURE SERVICES	10.14.2025 - TEACHER WORK D	4,609.50		
00020	Hannibal's Inc Electrical Construction	10/16/2025	Regular	0.00	200.00	100640

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**		
[25412](#)	Invoice	10/09/2025	10.09.2025 - OUTLET RELOCATION TOWN	0.00	200.00	
	[41.41.61150](#)	OUTSIDE SERVICES-OTHE	10.09.2025 - OUTLET RELOCATI	200.00		
04063	Heather Woollen	10/16/2025	Regular	0.00	57,790.00	100641
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[00021305](#)	Invoice	10/09/2025	10.09.2025 - REFUND - UNDRGRNDNG 95	0.00	50,000.00	
	[01.00.20377](#)	Undergrounding Deposit	10.09.2025 - REFUND - UNDRGR	50,000.00		
[R16413](#)	Invoice	10/09/2025	10.09.2025 - REFUND - ROAD BOND 95 HI	0.00	7,790.00	
	[01.00.20314](#)	ROAD BOND	10.09.2025 - REFUND - ROAD B	7,790.00		
03332	Heidi Scoble	10/16/2025	Regular	0.00	939.49	100642
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[INV0015482](#)	Invoice	10/13/2025	10.13.2025 - REIMB - CAL APA	0.00	939.49	
	[01.18.61000](#)	TRAINING	10.13.2025 - REIMB - CAL APA	939.49		
02410	Hinderliter de Llamas & Associates	10/16/2025	Regular	0.00	616.20	100643
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[SIN054932](#)	Invoice	09/30/2025	09.30.2025 - CONTRACT SVCS/TAX - JUL-S	0.00	616.20	
	[01.12.61150](#)	OUTSIDE SERVICES-OTHE	09.30.2025 - CONTRACT SVCS/T	616.20		
03924	Hokali Inc.	10/16/2025	Regular	0.00	983.50	100644
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[10142025-3](#)	Invoice	10/14/2025	10.14.2025 - ACTING THEATER - MANOR -	0.00	983.50	
	[21.63.61180](#)	AFTER SCHOOL ENRICHM	10.14.2025 - ACTING THEATER -	983.50		
02236	HooplaDigital	10/16/2025	Regular	0.00	782.60	100645
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[507821609](#)	Invoice	09/30/2025	09.30.2025 - DIGITAL ACCOUNT - LIBARY -	0.00	782.60	
	[27.71.62309](#)	E BOOKS	09.30.2025 - DIGITAL ACCOUNT	782.60		
04053	Interstate Grading and Paving, Inc.	10/16/2025	Regular	0.00	13,089.58	100646
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[02-250604](#)	Invoice	10/02/2025	10.02.2025 - 2025 STREET RESURFACING -	0.00	13,089.58	
	[19.41.63107](#)	CAPITAL OUTLAY - PAVIN	10.02.2025 - 2025 STREET RESU	13,089.58		
04028	Jaime Fabian Lopez San Juan	10/16/2025	Regular	0.00	1,650.00	100647
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[INV0015486](#)	Invoice	10/15/2025	10.15.2025 - YOUTH SOCCER COACHING -	0.00	1,650.00	
	[21.61.61164](#)	SOCCER SERVICES	10.15.2025 - YOUTH SOCCER CO	1,650.00		
03008	Jara, Inc,	10/16/2025	Regular	0.00	90.00	100648
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[INV0015484](#)	Invoice	10/14/2025	10.14.2025 - CAMP KIDMARIN MIGHTY	0.00	90.00	
	[21.63.61184](#)	CAMP KIDMARIN MIGHT	10.14.2025 - CAMP KIDMARIN	90.00		
00113	Juan Olsen Sanchez	10/16/2025	Regular	0.00	6,000.00	100649

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		
FALL 2025-2	Invoice	10/14/2025	10.14.2025 - GYMNASTICS - FALL 2025 - P	0.00	6,000.00	
	21.61.61167	TUMBLING SERVICES	10.14.2025 - GYMNASTICS - FAL	6,000.00		
02558	Kanopy	10/16/2025	Regular	0.00	732.00	100650
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
472500	Invoice	09/30/2025	09.30.2025 - VIDEOS - LIBRARY - SEP 2025	0.00	732.00	
	27.71.62307	VIDEOS	09.30.2025 - VIDEOS - LIBRARY -	732.00		
04070	Laura Jean Dax Honda	10/16/2025	Regular	0.00	1,015.00	100651
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10142025-4	Invoice	10/14/2025	10.14.2025 - GREEN TEAM MANOR - FALL	0.00	1,015.00	
	21.63.61180	AFTER SCHOOL ENRICHM	10.14.2025 - GREEN TEAM MAN	1,015.00		
00029	Marin IT	10/16/2025	Regular	0.00	2,676.86	100652
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2025-129001	Invoice	10/08/2025	10.08.2025 - ARCTIC WOLF - SEP 2025	0.00	1,676.86	
	42.21.61150	OUTSIDE SERVICES-OTHE	10.08.2025 - ARCTIC WOLF - SEP	1,676.86		
2025-129160	Invoice	10/10/2025	10.10.2025 - AGREEMENT HOSTED BACK	0.00	1,000.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	10.10.2025 - AGREEMENT HOST	1,000.00		
00142	Marin Municipal Water District	10/16/2025	Regular	0.00	5,891.74	100653
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
622-09122025	Invoice	09/12/2025	622 - 525 SAN ANSELMO AVE - 07.10.25-0	0.00	87.69	
	14.81.61150	OUTSIDE SERVICES-OTHE	622 - 525 SAN ANSELMO AVE - 0	87.69		
623-09122025	Invoice	09/12/2025	623 - 535 SAN ANSELMO AVE - 07.10.25-0	0.00	87.69	
	14.81.61150	OUTSIDE SERVICES-OTHE	623 - 535 SAN ANSELMO AVE - 0	87.69		
624-09122025	Invoice	09/12/2025	624 - 535 SAN ANSELMO AVE - 07.10.25-0	0.00	87.69	
	14.81.61150	OUTSIDE SERVICES-OTHE	624 - 535 SAN ANSELMO AVE - 0	87.69		
761-09122025	Invoice	09/12/2025	761 - RED HILL AVE/SEQUOIA DR - 07.10.2	0.00	5,628.67	
	41.41.61701	UTILITIES	761 - RED HILL AVE/SEQUOIA D	5,628.67		
01036	Matrix HG Inc	10/16/2025	Regular	0.00	225.00	100654
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
189797	Invoice	10/09/2025	10.09.2025 - QRTLY MAINTENANCE SFD -	0.00	225.00	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.09.2025 - QRTLY MAINTENA	225.00		
00592	MCCMC	10/16/2025	Regular	0.00	800.00	100655
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0015483	Invoice	10/13/2025	10.13.2025 - MCCMC MEMBERSHIP FY25-	0.00	800.00	
	01.12.61302	DUES	10.13.2025 - MCCMC MEMBERS	800.00		
01388	NCSI	10/16/2025	Regular	0.00	499.50	100656
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
62423	Invoice	10/01/2025	10.01.2025 - REC DEPT - BACKGROUND C	0.00	499.50	
	21.65.61137	FINGERPRINTING	10.01.2025 - REC DEPT - BACKG	499.50		
01346	Nerviani Paving Inc	10/16/2025	Regular	0.00	18,830.00	100657

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**		
7751	Invoice	09/05/2025	09.05.2025 - ASPHALT RESTORATION - AN	0.00	2,350.00	
	19.41.63109	UNPROGRAMMED DRAIN	09.05.2025 - ASPHALT RESTORA	2,350.00		
7752	Invoice	09/09/2025	09.09.2025 - PAVEMENT REPLCMNT - HU	0.00	12,480.00	
	15.41.63109	UNPROGRAMMED DRAIN	09.09.2025 - PAVEMENT REPLC	12,480.00		
7754	Invoice	09/11/2025	09.11.2025 - ASPHALT T-PATCH MAGNOLI	0.00	4,000.00	
	15.90.63100	CONSTRUCTION	09.11.2025 - ASPHALT T-PATCH	4,000.00		
00992	OverDrive Inc.	10/16/2025	Regular	0.00	614.98	100658
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
02883CO253131	Invoice	10/07/2025	10.07.2025 - LIBRARY - AUDIOBOOKS/EB	0.00	614.98	
	27.71.62309	E BOOKS	10.07.2025 - LIBRARY - AUDIOB	614.98		
00165	Pacific Telemanagement Services - PTS	10/16/2025	Regular	0.00	93.00	100659
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2146603	Invoice	09/25/2025	09.25.2025 - TH PAYPHONE - OCT 2025	0.00	93.00	
	01.42.61705	UTILITIES-TELEPHONE	09.25.2025 - TH PAYPHONE - OC	93.00		
02554	Parkmobile LLC	10/16/2025	Regular	0.00	2,056.40	100660
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV-US032-2025-	Invoice	09/30/2025	09.30.2025 - END USER FEES - SEP 2025	0.00	2,056.40	
	13.42.61114	OUTSIDE SRV: PARKING	09.30.2025 - END USER FEES - S	2,056.40		
00558	Peterson	10/16/2025	Regular	0.00	1,566.41	100661
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
SW270062349	Invoice	10/08/2025	10.08.2025 - GENERATOR/SOLAR CONFIG	0.00	1,566.41	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.08.2025 - GENERATOR/SOLA	1,566.41		
01139	Phillips Seabrook Associates	10/16/2025	Regular	0.00	1,275.00	100662
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
250387	Invoice	10/08/2025	10.08.2025 - LIBRARY MECH SYSTEM	0.00	615.00	
	41.41.63117	CONSTRUCTION - BUILDI	10.08.2025 - LIBRARY MECH SYS	615.00		
250390	Invoice	10/08/2025	10.08.2025 - FH20 - CASP INSPECTIONS	0.00	660.00	
	15.32.63100	CONSTRUCTION	10.08.2025 - FH20 - CASP INSPE	660.00		
02956	PUBLIC RISK, INNOVATION, SOLUTIONS AND M.	10/16/2025	Regular	0.00	448.56	100663
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
26401127	Invoice	10/01/2025	10.01.2025 - EMP ASST PRGM - OCT-DEC	0.00	448.56	
	40.21.60202	EMPLOYEE ASST PRG PRE	10.01.2025 - EMP ASST PRGM -	448.56		
02839	Quadient Finance USA, Inc	10/16/2025	Regular	0.00	1,049.00	100664
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
274-09212025	Invoice	09/21/2025	274 - TH POSTAGE - SEP 2025	0.00	1,049.00	
	01.12.62003	POSTAGE	274 - TH POSTAGE - SEP 2025	209.80		
	01.18.62003	POSTAGE	274 - TH POSTAGE - SEP 2025	209.80		
	01.41.62003	POSTAGE	274 - TH POSTAGE - SEP 2025	209.80		
	01.71.62003	POSTAGE	274 - TH POSTAGE - SEP 2025	209.80		
	01.82.62003	POSTAGE	274 - TH POSTAGE - SEP 2025	209.80		
03835	Ralph Wedge	10/16/2025	Regular	0.00	1,960.00	100665

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**		
INV0015162-REIS	Invoice	08/21/2025	08.21.2025 - REISSUE - FH20DWG SPECS R	0.00	551.25	
	15.32.63100	CONSTRUCTION	08.21.2025 - REISSUE - FH20DW	551.25		
INV0015449	Invoice	10/02/2025	10.02.2025 - FH20 - CONSULTING	0.00	1,408.75	
	15.32.63100	CONSTRUCTION	10.02.2025 - FH20 - CONSULTIN	1,408.75		
00339	Redwood Security Systems	10/16/2025	Regular	0.00	825.00	100666
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
4173400	Invoice	10/01/2025	10.02.2025 - FIRE MONITOR/MAINTENAN	0.00	825.00	
	34.41.61506	BLDG. MAINT-OTHER	10.02.2025 - FIRE MONITOR/M	210.00		
	41.41.61150	OUTSIDE SERVICES-OTHE	10.02.2025 - FIRE MONITOR/M	615.00		
04067	Reid Miles	10/16/2025	Regular	0.00	1,500.00	100667
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
R16389	Invoice	10/02/2025	10.02.2025 - REFUND - ROAD BOND 24 R	0.00	1,500.00	
	01.00.20314	ROAD BOND	10.02.2025 - REFUND - ROAD B	1,500.00		
01219	Ross Valley School District	10/16/2025	Regular	0.00	1,368.00	100668
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
RVSD FALL 2025	Invoice	10/14/2025	10.14.2025 - RVSD FACILITIES USE FEE - FA	0.00	1,368.00	
	21.63.61180	AFTER SCHOOL ENRICHM	10.14.2025 - RVSD FACILITIES U	1,368.00		
04064	Roundabout Technologies, Inc	10/16/2025	Regular	0.00	32,200.00	100669
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1001	Invoice	07/17/2025	07.17.2025 - 1 YR LICENSE/HARDWARE	0.00	22,600.00	
	15.41.63123	CAPITAL OUTLAY - SIGNAL	07.17.2025 - 1 YR LICENSE/HAR	22,600.00		
1002	Invoice	10/08/2025	10.08.2025 - 1 YR LICENSE/HARDWARE -	0.00	9,600.00	
	15.41.63123	CAPITAL OUTLAY - SIGNAL	10.08.2025 - 1 YR LICENSE/HAR	9,600.00		
01563	SCA	10/16/2025	Regular	0.00	12,227.90	100670
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
25000768	Invoice	09/15/2025	09.15.2025 - RESDNTL SWEEPER - MAR/J	0.00	12,227.90	
	01.42.61135	STREET SWEEPING	09.15.2025 - RESDNTL SWEEPER	12,227.90		
03571	SIERRA PACIFIC TURF SUPPLY, INC	10/16/2025	Regular	0.00	1,346.00	100671
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
01043621	Invoice	10/08/2025	10.08.2025 - IRRIGATION SUPPLIES	0.00	1,346.00	
	01.81.62200	DEPARTMENTAL SUPPLIE	10.08.2025 - IRRIGATION SUPPLI	1,346.00		
02936	SMITH'S PEST MANAGEMENT	10/16/2025	Regular	0.00	350.00	100672
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
364902	Invoice	09/27/2025	09.27.2025 - MEMORIAL PARK PEST CONT	0.00	350.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	09.27.2025 - MEMORIAL PARK P	350.00		
04062	Studio J Architecture	10/16/2025	Regular	0.00	606.05	100673
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
R16421	Invoice	10/14/2025	10.13.2025 - REFUND - PLAN FEES 574 SA	0.00	606.05	
	01.00.48012	GENERAL PLAN MAINT FE	10.13.2025 - REFUND - PLAN FE	52.70		
	01.00.48057	PLANNING FEES	10.13.2025 - REFUND - PLAN FE	527.00		
	01.00.48059	PLANNING TRAINING FEE	10.13.2025 - REFUND - PLAN FE	26.35		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02474	T2 SYSTEMS CANADA INC.	10/16/2025	Regular	0.00	3,529.88	100674

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
IRIS0000152691	Invoice	09/25/2025	09.25.2025 - DIGITAL IRIS SERVICE	0.00	3,529.88
	13.41.61150	OUTSIDE SERVICES-OTHE	09.25.2025 - DIGITAL IRIS SERVI	3,529.88	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03207	Toni DeFrancis	10/16/2025	Regular	0.00	340.00	100675

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
2025-TC923	Invoice	09/30/2025	09.30.2025 - TRANSRIPTION TC 09/23	0.00	180.00
	01.12.61150	OUTSIDE SERVICES-OTHE	09.30.2025 - TRANSRIPTION TC	180.00	
2025-TC99	Invoice	09/15/2025	09.15.2025 - TRANSCRIPTION TC 09/09	0.00	160.00
	01.12.61150	OUTSIDE SERVICES-OTHE	09.15.2025 - TRANSCRIPTION T	160.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00829	Town of Ross	10/16/2025	Regular	0.00	4,200.00	100676

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
DC Electric 47535	Invoice	10/09/2025	10.09.2025 - SPLIT INVOICE DC ELECTRIC L	0.00	4,200.00
	15.41.63123	CAPITAL OUTLAY - SIGNAL	10.09.2025 - SPLIT INVOICE DC	4,200.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
04071	Woodhouse Thomas 2017 Trust	10/16/2025	Regular	0.00	1,600.00	100677

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
R16319	Invoice	08/28/2025	08.28.2025 - REFUND - ROAD BOND	0.00	1,600.00
	01.00.20314	ROAD BOND	08.28.2025 - REFUND - ROAD B	1,500.00	
	01.00.42202	CONSTR: BUILDING PERM	08.28.2025 - REFUND - ROAD B	100.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00044	Accurate Forklift Inc	10/28/2025	Regular	0.00	941.57	100678

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
011100393	Invoice	07/01/2025	07.01.2025 - LEAKING HYDRAULIC FLUID	0.00	900.43
	01.81.61602	VEHICLE MAINTENANCE/	07.01.2025 - LEAKING HYDRAUL	900.43	
011100764	Invoice	08/01/2025	08.01.2025 - SERVICE CHARGE	0.00	13.51
	01.81.61602	VEHICLE MAINTENANCE/	08.01.2025 - SERVICE CHARGE	13.51	
011101268	Invoice	09/01/2025	09.01.2025 - SERVICE CHARGE	0.00	13.71
	01.81.61602	VEHICLE MAINTENANCE/	09.01.2025 - SERVICE CHARGE	13.71	
011101790	Invoice	10/01/2025	10.01.2025 - SERVICE CHARGE	0.00	13.92
	01.81.61602	VEHICLE MAINTENANCE/	10.01.2025 - SERVICE CHARGE	13.92	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03521	Acumen Industrial Hygiene, Inc.	10/28/2025	Regular	0.00	4,742.50	100679

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
TSA2507	Invoice	08/18/2025	08.18.2025 - ICC SURVEY/PROJECT OVERSI	0.00	4,742.50
	15.41.63117	CONSTRUCTION - BUILDI	08.18.2025 - ICC SURVEY/PROJE	4,742.50	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02920	Amazon Business	10/28/2025	Regular	0.00	2,897.75	100680

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
11HF-P6L6-CWV1	Invoice	10/15/2025	10.15.2025 - REC - BOOTACULAR EVENT	0.00	370.75
	60.14.62902	GOBLINS PARADE	10.15.2025 - REC - BOOTACULA	370.75	
136D-1LMW-LVD	Invoice	10/17/2025	10.17.2025 - REC - PARKSIDE SUPPLIES	0.00	123.55
	21.63.62979	PARKSIDE SUPPLIES	10.17.2025 - REC - PARKSIDE SU	123.55	
174X-QRVM-JT96	Invoice	10/21/2025	10.21.2025 - REC - OFFICE SUPPLIES	0.00	7.79
	21.65.62000	OFFICE SUPPLIES	10.21.2025 - REC - OFFICE SUPP	7.79	
1C7Y-JL36-D7NR	Invoice	10/14/2025	10.14.2025 - REC - TODDLER ENRICHMEN	0.00	260.17
	21.63.62978	TODDLER ENRICHMENT S	10.14.2025 - REC - TODDLER EN	260.17	
1CK4-9Y1W-CM	Invoice	10/01/2025	10.01.2025 - REC - PARKSIDE SUPPLIES	0.00	170.25
	21.63.62979	PARKSIDE SUPPLIES	10.01.2025 - REC - PARKSIDE SU	305.83	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	21.65.62200	DEPARTMENTAL SUPPLIE	CREDIT MEMO #19LY-YDNP-33G		-27.00	
	21.65.62200	DEPARTMENTAL SUPPLIE	CREDIT MEMO #1XR6-6PRP-3YT		-5.67	
	21.65.62200	DEPARTMENTAL SUPPLIE	CREDIT MEMO #1HYK-Y3P1-3D		-86.40	
	21.65.62200	DEPARTMENTAL SUPPLIE	CREDIT MEMO #11TD-YR3K-3M		-0.21	
	21.65.62200	DEPARTMENTAL SUPPLIE	CREDIT MEMO #1WVQ-793M-4		-5.40	
	21.65.62200	DEPARTMENTAL SUPPLIE	CREDIT MEMO #13YC-P3YJ-36Y		-10.90	
1DKY-6QJH-9DT4	Invoice	10/15/2025	10.15.2025 - REC - OFFICE SUPPLIES	0.00	5.68	
	21.65.62000	OFFICE SUPPLIES	10.15.2025 - REC - OFFICE SUPP		5.68	
1F6R-N7CK-4P9Y	Invoice	10/19/2025	10.19.2025 - REC - ROBSON SUPPLIES	0.00	211.26	
	21.63.61187	ROBSON AFTER SCHOOL	10.19.2025 - REC - ROBSON SUP		211.26	
1FHH-KQWX-RQR	Invoice	10/13/2025	10.13.2025 - REC - ROBSON SUPPLIES	0.00	208.63	
	21.63.61187	ROBSON AFTER SCHOOL	10.13.2025 - REC - ROBSON SUP		208.63	
1FHH-LQWX-RQR	Invoice	10/13/2025	10.13.2025 - REC - ROBSON SUPPLIES	0.00	208.63	
	21.63.61187	ROBSON AFTER SCHOOL	10.13.2025 - REC - ROBSON SUP		208.63	
1GDQ-XQ46-CTP	Invoice	10/14/2025	10.14.2025 - REC - OFFICE SUPPLIES	0.00	127.90	
	21.65.62000	OFFICE SUPPLIES	10.14.2025 - REC - OFFICE SUPP		127.90	
1GRR-V34C-WHL	Invoice	10/22/2025	10.22.2025 - REC - BOOTACULAR	0.00	125.85	
	60.14.62902	GOBLINS PARADE	10.22.2025 - REC - BOOTACULA		125.85	
1HFL-VYLL-7KTM	Invoice	10/23/2025	10.23.2025 - REC - DEPT SUPPLIES	0.00	27.95	
	21.65.62200	DEPARTMENTAL SUPPLIE	10.23.2025 - REC - DEPT SUPPLI		27.95	
1JJJ-XNTV-LK97	Invoice	10/13/2025	10.13.2025 - LIBRARY - STANDING WORKS	0.00	145.29	
	27.71.62200	DEPARTMENTAL SUPPLIE	10.13.2025 - LIBRARY - STANDIN		145.29	
1K3L-KCWN-P91	Invoice	10/21/2025	10.21.2025 - REC - BOOTACULAR	0.00	209.97	
	60.14.62902	GOBLINS PARADE	10.21.2025 - REC - BOOTACULA		209.97	
1LRT-G4C7-YMNT	Invoice	10/22/2025	10.22.2025 - REC - BOOTACULAR EVENT	0.00	136.22	
	60.14.62902	GOBLINS PARADE	10.22.2025 - REC - BOOTACULA		136.22	
1NC3-Q7N6-J1G6	Invoice	10/21/2025	10.21.2025 - REC - PARKSIDE SUPPLIES	0.00	67.80	
	21.63.62979	PARKSIDE SUPPLIES	10.21.2025 - REC - PARKSIDE SU		67.80	
1QG7-RCTK-CW3	Invoice	10/16/2025	10.16.2025 - REC - OFFICE SUPPLIES	0.00	19.69	
	21.65.62000	OFFICE SUPPLIES	10.16.2025 - REC - OFFICE SUPP		19.69	
1QMM-YDFW-FQ	Invoice	10/08/2025	10.08.2025 - ST&PK - DEPT SUPPLIES	0.00	59.97	
	01.41.62200	DEPARTMENTAL SUPPLIE	10.08.2025 - ST&PK - DEPT SUP		59.97	
1RDW-RTK6-FMR	Invoice	10/07/2025	10.07.2025 - ST&PK - WATER FILTER	0.00	164.54	
	31.41.61506	BLDG. MAINT-OTHER	10.07.2025 - ST&PK - WATER FIL		164.54	
1T7M-G6FH-CDX	Invoice	10/14/2025	10.14.2025 - REC - DEPT SUPPLIES	0.00	17.31	
	21.65.62200	DEPARTMENTAL SUPPLIE	10.14.2025 - REC - DEPT SUPPLI		17.31	
1V7D-FDT3-FYN1	Invoice	10/14/2025	10.14.2025 - REC - ROBSON SUPPLIES	0.00	210.29	
	21.63.61187	ROBSON AFTER SCHOOL	10.14.2025 - REC - ROBSON SUP		210.29	
1XLK-T7RL-HMG	Invoice	10/08/2025	10.08.2025 - LIBRARY - PLANNERS	0.00	18.26	
	01.71.62000	OFFICE SUPPLIES	10.08.2025 - LIBRARY - PLANNE		18.26	
	Void	10/28/2025	Regular	0.00	0.00	100681
03299	Answer MTI	10/28/2025	Regular	0.00	176.62	100682
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
000037-770-671	Invoice	10/01/2025	10.10.2025 - CALL CENTER SERVICE - OCT	0.00	176.62	
	01.41.61150	OUTSIDE SERVICES-OTHE	10.10.2025 - CALL CENTER SERV		176.62	
02806	AQUASCAPE POOL SERVICE	10/28/2025	Regular	0.00	209.00	100683
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
35828	Invoice	09/30/2025	09.30.2025 - MONTHLY POOL SERVICE - S	0.00	209.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	09.30.2025 - MONTHLY POOL SE		209.00	
00001	AT&T Calnet	10/28/2025	Regular	0.00	512.09	100684

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**		
579-10102025	Invoice	10/10/2025	579 - TRAFFIC SIGNAL MODEM - 09.10.25	0.00	31.41	
	01.41.61705	UTILITIES-TELEPHONE	579 - TRAFFIC SIGNAL MODEM -	31.41		
580-10102025	Invoice	10/10/2025	580 - ROBSON HOUSE - 09.10.25-10.09.25	0.00	61.47	
	34.41.61705	UTILITIES-TELEPHONE	580 - ROBSON HOUSE - 09.10.2	61.47		
634-10202025	Invoice	10/20/2025	634 - TRAFFIC SIGNAL MODEM - 09.20.25	0.00	419.21	
	34.41.61705	UTILITIES-TELEPHONE	634 - TRAFFIC SIGNAL MODEM -	419.21		
03848	Avenues Development	10/28/2025	Regular	0.00	1,100.00	100685
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
TOSA-10	Invoice	10/23/2025	10.23.2025 - SR2S PROJECT MGMT - OCT	0.00	1,100.00	
	14.41.63127	SAFE ROUTES	10.23.2025 - SR2S PROJECT MG	1,100.00		
03921	AXL Brand LLC	10/28/2025	Regular	0.00	1,540.80	100686
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
251026-2-SD-BA	Invoice	10/19/2025	10.19.2025 - VOLUNTEER HATS	0.00	1,540.80	
	01.21.62200	DEPARTMENTAL SUPPLIE	10.19.2025 - VOLUNTEER HATS	1,540.80		
00388	Baker & Taylor	10/28/2025	Regular	0.00	97.84	100687
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2039283716	Invoice	10/01/2025	10.01.2025 - ADULT BOOKS	0.00	40.55	
	01.71.62301	ADULT BOOKS	CREDIT MEMO #0003318531	-1.57		
	01.71.62302	CHILDRENS BOOKS	CREDIT MEMO #0003318629	-1.57		
	01.71.62302	CHILDRENS BOOKS	CREDIT MEMO #0003318630	-3.13		
	01.71.62302	CHILDRENS BOOKS	CREDIT MEMO #0003318631	-1.57		
	27.71.62301	ADULT BOOKS	10.01.2025 - ADULT BOOKS	48.39		
H73357790	Invoice	10/01/2025	10.01.2025 - VIDEOS	0.00	57.29	
	01.71.62307	VIDEOS	10.01.2025 - VIDEOS	57.29		
03871	Balance Hydrologics, Inc.	10/28/2025	Regular	0.00	6,131.25	100688
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
224155-0825	Invoice	09/08/2025	09.08.2025 - CREEK PEER REVIEW - AUG 2	0.00	5,092.50	
	01.41.61150	OUTSIDE SERVICES-OTHE	09.08.2025 - CREEK PEER REVIE	5,092.50		
224155-0925	Invoice	10/08/2025	10.08.2025 - CREEK PEER REVIEW - SEP 2	0.00	1,038.75	
	01.41.61150	OUTSIDE SERVICES-OTHE	10.08.2025 - CREEK PEER REVIE	1,038.75		
00061	Bill Jacobson	10/28/2025	Regular	0.00	337.50	100689
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1663	Invoice	10/15/2025	10.15.2025 - SANHUB AUDIO ARCHIVE - O	0.00	337.50	
	01.12.61150	OUTSIDE SERVICES-OTHE	10.15.2025 - SANHUB AUDIO AR	337.50		
064	California Building Standards Commission	10/28/2025	Regular	0.00	490.86	100690
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2025 Q3	Invoice	10/20/2025	10.20.2025 - 2025 Q3 BSASRF FEES	0.00	490.86	
	01.00.20310	BUILDING: STATE GREEN	10.20.2025 - 2025 Q3 BSASRF F	545.40		
	01.00.20310	BUILDING: STATE GREEN	LESS 10% GOV'T RETAINER	-54.54		
00193	CalMat Company	10/28/2025	Regular	0.00	206.48	100691

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**		
2510-065483	Invoice	10/20/2025	10.20.2025 - BOY SCOUT PROJECT - CRUS	0.00	206.48	
	01.42.62200	DEPARTMENTAL SUPPLIE	10.20.2025 - BOY SCOUT PROJE	206.48		
03570	CHASE ACE HARDWARE	10/28/2025	Regular	0.00	70.75	100692
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
42693	Invoice	10/15/2025	10.15.2025 - PRUNER	0.00	70.75	
	01.81.62200	DEPARTMENTAL SUPPLIE	10.15.2025 - PRUNER	70.75		
03151	City of San Rafael	10/28/2025	Regular	0.00	110.00	100693
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015581	Invoice	10/26/2025	10.26.2025 - MCCMC - BURDO/BURKE	0.00	110.00	
	01.11.61000	TRAINING	10.26.2025 - MCCMC - BURDO/	110.00		
03853	Dana V. Beck	10/28/2025	Regular	0.00	6,000.00	100694
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
RVFH INVOICE 20	Invoice	10/10/2025	10.10.2025 - RVFH20 ONSITE PROJECT M	0.00	6,000.00	
	15.32.63100	CONSTRUCTION	10.10.2025 - RVFH20 ONSITE PR	6,000.00		
00533	Davis Sign Company	10/28/2025	Regular	0.00	1,668.59	100695
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
40321	Invoice	08/22/2025	08.22.2025 - FAN CLUB SPONSOR STICKER	0.00	147.49	
	60.14.62903	LIVE ON THE AVENUE	08.22.2025 - FAN CLUB SPONSO	147.49		
40487	Invoice	09/29/2025	09.29.2025 - STREET SIGNS - CALUMET/SF	0.00	1,439.16	
	01.42.61150	OUTSIDE SERVICES-OTHE	09.29.2025 - STREET SIGNS - CA	1,439.16		
40553	Invoice	10/15/2025	10.15.2025 - AFRAME INSERTS - TEMP LIB	0.00	81.94	
	41.41.63117	CONSTRUCTION - BUILDI	10.15.2025 - AFRAME INSERTS -	81.94		
01320	DC Electric Group Inc	10/28/2025	Regular	0.00	1,275.34	100696
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
478069	Invoice	09/30/2025	09.30.2025 - M5007 SL ROUTINE - SEP 20	0.00	704.16	
	01.42.61131	OUTSIDE SVCS-STREET LI	09.30.2025 - M5007 SL ROUTIN	704.16		
478070	Invoice	09/30/2025	09.30.2025 - M5008 SL RESPONSE - SEP 2	0.00	571.18	
	01.42.61131	OUTSIDE SVCS-STREET LI	09.30.2025 - M5008 SL RESPON	571.18		
03554	Doc Bailey Construction Equipment Inc	10/28/2025	Regular	0.00	1,908.19	100697
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
43528	Invoice	10/16/2025	10.16.2025 - 2023 FORD F-550 SERVICE	0.00	1,908.19	
	01.41.61602	VEHICLE MAINTENANCE/	10.16.2025 - 2023 FORD F-550 S	1,908.19		
00087	Elite Tree Service	10/28/2025	Regular	0.00	7,920.00	100698
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
2025-10-3	Invoice	10/10/2025	10.10.2025 - FIRE CLEARANCE - CHEETAH	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	10.10.2025 - FIRE CLEARANCE -	2,880.00		
2025-10-4	Invoice	10/10/2025	10.10.2025 - FIRE CLERANCE - SORICH PA	0.00	2,880.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	10.10.2025 - FIRE CLERANCE - S	2,880.00		
2025-10-5	Invoice	10/10/2025	10.10.2025 - FIRE CLEARANCE - HUB/YOL	0.00	2,160.00	
	35.41.61150	OUTSIDE SERVICES-OTHE	10.10.2025 - FIRE CLEARANCE -	2,160.00		
02973	Environmental Science Associates	10/28/2025	Regular	0.00	292.50	100699

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		
211878	Invoice	09/23/2025	09.23.2025 - FLOOD MGMT PROJECT - AU	0.00	292.50	
	01.41.61154	OUTSIDE SERVICES - FLO	09.23.2025 - FLOOD MGMT PRO	292.50		
00092	Ewing Irrigation Products	10/28/2025	Regular	0.00	341.61	100700
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
20499238	Invoice	10/15/2025	10.15.2025 - LANDSCAPING TOOLS	0.00	341.61	
	01.81.62200	DEPARTMENTAL SUPPLIE	10.15.2025 - LANDSCAPING TO	341.61		
00017	Fairfax Building Supply Co. Inc.	10/28/2025	Regular	0.00	638.90	100701
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
303378	Invoice	10/09/2025	10.09.2025 - LED LIGHTS	0.00	98.03	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.09.2025 - LED LIGHTS	98.03		
303433	Invoice	10/10/2025	10.10.2025 - FERTILIZER	0.00	39.22	
	95.41.61150	OUTSIDE SERVICES-OTHE	10.10.2025 - FERTILIZER	39.22		
303637	Invoice	10/15/2025	10.15.2025 - FERTILIZER	0.00	58.83	
	95.41.61150	OUTSIDE SERVICES-OTHE	10.15.2025 - FERTILIZER	58.83		
303639	Invoice	10/15/2025	10.15.2025 - LUMBER	0.00	9.79	
	01.81.62200	DEPARTMENTAL SUPPLIE	10.15.2025 - LUMBER	9.79		
303671	Invoice	10/16/2025	10.16.2025 - LIBRARY DOOR - WALLPLATE	0.00	35.16	
	45.41.63100	CAPITAL OUTLAY - CONST	10.16.2025 - LIBRARY DOOR - W	35.16		
303746	Invoice	10/18/2025	10.18.2025 - FERTILIZER	0.00	39.22	
	95.41.61150	OUTSIDE SERVICES-OTHE	10.18.2025 - FERTILIZER	39.22		
303795	Invoice	10/20/2025	10.20.2025 - ROCKET - METAL FLUSH	0.00	46.52	
	01.42.62200	DEPARTMENTAL SUPPLIE	10.20.2025 - HARDWARE	46.52		
303878	Invoice	10/21/2025	10.21.2025 - PEAT MOSS/TARPS	0.00	104.04	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.21.2025 - PEAT MOSS/TARPS	104.04		
303879	Invoice	10/21/2025	10.21.2025 - PEAT MOSS	0.00	31.07	
	01.81.62200	DEPARTMENTAL SUPPLIE	10.21.2025 - PEAT MOSS	31.07		
303893	Invoice	10/21/2025	10.21.2025 - CREEK PARK - PEAT MOSS	0.00	69.74	
	01.81.62200	DEPARTMENTAL SUPPLIE	10.21.2025 - CREEK PARK - PEAT	69.74		
303906	Invoice	10/22/2025	10.22.2025 - LASHING STRAP	0.00	26.45	
	01.81.62200	DEPARTMENTAL SUPPLIE	10.22.2025 - LASHING STRAP	26.45		
303954	Invoice	10/23/2025	10.23.2025 - BRACKETS/CLIPS/HANG STRI	0.00	80.83	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.23.2025 - BRACKETS/CLIPS/H	80.83		
00096	Fire Safety Supply	10/28/2025	Regular	0.00	2,069.15	100702
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
127364	Invoice	10/14/2025	10.14.2025 - TOWN HALL - FIRE EXTINGUI	0.00	1,050.13	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.14.2025 - TOWN HALL - FIRE	1,050.13		
127366	Invoice	10/14/2025	10.14.2025 - SFD ICC - FIRE EXTINGUISHE	0.00	468.34	
	31.41.61506	BLDG. MAINT-OTHER	10.14.2025 - SFD ICC - FIRE EXTI	468.34		
127367	Invoice	10/14/2025	10.14.2025 - ROBSON HOUSE - FIRE EXTIN	0.00	100.00	
	34.41.61506	BLDG. MAINT-OTHER	10.14.2025 - ROBSON HOUSE -	100.00		
127368	Invoice	10/14/2025	10.14.2025 - POLICE DEPT - FIRE EXISTING	0.00	310.68	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.14.2025 - POLICE DEPT - FIRE	310.68		
127369	Invoice	10/14/2025	10.14.2025 - LIBRARY - FIRE EXTINGUISHE	0.00	140.00	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.14.2025 - LIBRARY - FIRE EXT	140.00		
02266	Formax	10/28/2025	Regular	0.00	890.00	100703

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**		
315479	Invoice	10/01/2025	10.01.2025 - FOLDER INSERTER SVC CONT	0.00	890.00	
	01.41.61150	OUTSIDE SERVICES-OTHE	10.01.2025 - FOLDER INSERTER	890.00		
03371	Golden State Lumber	10/28/2025	Regular	0.00	133.76	100704
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
7966716	Invoice	10/10/2025	10.10.2025 - HARDWARE	0.00	133.76	
	45.41.63100	CAPITAL OUTLAY - CONST	10.10.2025 - HARDWARE	133.76		
03712	Gridscape Solutions, Inc.	10/28/2025	Regular	0.00	26,652.76	100705
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
SAL/13/2025	Invoice	09/30/2025	09.30.2025 - RESILIENT HUB - COR3	0.00	15,389.49	
	15.90.63100	CONSTRUCTION	09.30.2025 - RESILIENT HUB - C	15,389.49		
SAL/14/2025	Invoice	10/22/2025	10.22.2025 - RESILIENT HUB - FINAL MEC	0.00	11,263.27	
	15.90.63100	CONSTRUCTION	10.22.2025 - RESILIENT HUB - FI	11,263.27		
00104	Grier Argall Plumbing Inc	10/28/2025	Regular	0.00	2,439.00	100706
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
19584	Invoice	10/15/2025	10.15.2025 - TOWN HALL 2025 BFDT	0.00	2,439.00	
	01.42.61144	Medians	10.15.2025 - TOWN HALL 2025	813.00		
	01.81.61150	OUTSIDE SERVICES-OTHE	10.15.2025 - TOWN HALL 2025	813.00		
	45.41.61150	OUTSIDE SERVICES-OTHE	10.15.2025 - TOWN HALL 2025	813.00		
00020	Hannibal's Inc Electrical Construction	10/28/2025	Regular	0.00	7,069.76	100707
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
25415	Invoice	10/15/2025	10.15.2025 - HUB SHACK/TRELLIS LIGHTIN	0.00	6,006.70	
	01.42.61150	OUTSIDE SERVICES-OTHE	10.15.2025 - HUB SHACK/TRELLI	6,006.70		
25416	Invoice	10/15/2025	10.14.2025 - TH - WALKWAY HOLIDAY LIG	0.00	813.06	
	14.81.61150	OUTSIDE SERVICES-OTHE	10.14.2025 - TH - WALKWAY HO	813.06		
25417	Invoice	10/15/2025	10.15.2025 - MAGNOLIA PV/GRIDSCAPE	0.00	250.00	
	15.90.63100	CONSTRUCTION	10.15.2025 - MAGNOLIA PV/GRI	250.00		
02586	HdL Software LLC	10/28/2025	Regular	0.00	1,052.40	100708
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
SIN055520	Invoice	09/30/2025	09.30.2025 - NEW ACCTS/CLLCTN/DISCVR	0.00	1,052.40	
	01.12.61150	OUTSIDE SERVICES-OTHE	09.30.2025 - NEW ACCTS/CLLCT	1,052.40		
00022	Jackson's Hardware Inc.	10/28/2025	Regular	0.00	74.15	100709
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
188260	Invoice	10/15/2025	10.15.2025 - LIBRARY DOOR - PAINTING S	0.00	74.15	
	45.41.63100	CAPITAL OUTLAY - CONST	10.15.2025 - LIBRARY DOOR - P	74.15		
00022	Jackson's Hardware Inc.	10/28/2025	Regular	0.00	87.39	100710
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
188344	Invoice	10/16/2025	10.16.2025 - MEASURING WHEEL	0.00	87.39	
	01.42.62200	DEPARTMENTAL SUPPLIE	10.16.2025 - MEASURING WHEE	87.39		
00586	Jay Nelson	10/28/2025	Regular	0.00	9,065.00	100711

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		
INV0015582	Invoice	10/23/2025	10.23.2025 - HOLIDAY LIGHTS TOWN HAL	0.00	8,815.00	
	01.21.61150	OUTSIDE SERVICES-OTHE	10.23.2025 - HOLIDAY LIGHTS T	7,315.00		
	95.41.61105	OUTSIDE SERVICES-TREES	10.23.2025 - HOLIDAY LIGHTS T	1,500.00		
INV0015583	Invoice	10/23/2025	10.23.2025 - TREE LIGHT REPAIRS	0.00	250.00	
	01.81.61150	OUTSIDE SERVICES-OTHE	10.23.2025 - TREE LIGHT REPAIR	250.00		
04075	Jessica Mousley	10/28/2025	Regular	0.00	1,500.00	100712
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
R16429	Invoice	10/13/2025	10.13.2025 - REFUND - ROAD BOND 27 O	0.00	1,500.00	
	01.00.20314	ROAD BOND	10.13.2025 - REFUND - ROAD B	1,500.00		
04073	Kelli McMaster & Matthew Dixon	10/28/2025	Regular	0.00	2,070.00	100713
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
R16427	Invoice	10/14/2025	10.14.2025 - REFUND - ROAD BOND 161 P	0.00	2,070.00	
	01.00.20314	ROAD BOND	10.14.2025 - REFUND - ROAD B	2,070.00		
02579	LTS of Marin	10/28/2025	Regular	0.00	241.54	100714
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1770	Invoice	10/09/2025	10.09.2025 - JOHN DEERE - AIR FILTER RPL	0.00	241.54	
	01.81.61602	VEHICLE MAINTENANCE/	10.09.2025 - JOHN DEERE - AIR	241.54		
00150	Marin Color Service Inc.	10/28/2025	Regular	0.00	112.83	100715
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
S0795994	Invoice	10/14/2025	10.14.2025 - LIBRARY DOOR	0.00	112.83	
	45.41.63100	CAPITAL OUTLAY - CONST	10.14.2025 - LIBRARY DOOR	112.83		
00029	Marin IT	10/28/2025	Regular	0.00	9,960.54	100716
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2025-129226	Invoice	10/15/2025	10.15.2025 - CISCO SMARTNET RENEWAL	0.00	422.00	
	42.21.62200	DEPARTMENTAL SUPPLIE	10.15.2025 - CISCO SMARTNET	422.00		
2025-129289	Invoice	10/20/2025	10.20.2025 - QUALYS QUARTERLY - SEP-N	0.00	1,996.84	
	42.21.61150	OUTSIDE SERVICES-OTHE	10.20.2025 - QUALYS QUARTERL	1,996.84		
2025-129334	Invoice	10/23/2025	10.23.2025 - AGMNT MANAGED OFFICE3	0.00	1,821.70	
	42.21.61150	OUTSIDE SERVICES-OTHE	10.23.2025 - AGMNT MANAGED	1,821.70		
2025-129344	Invoice	10/24/2025	10.24.2025 - AGMNT ONSITE SUPPORT SV	0.00	5,720.00	
	42.21.61150	OUTSIDE SERVICES-OTHE	10.24.2025 - AGMNT ONSITE SU	5,720.00		
03804	Martin/Martin Inc.	10/28/2025	Regular	0.00	1,245.00	100717
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
24.0770-00012	Invoice	10/04/2025	10.04.2025 - FH20 - DESIGN DEV/CD/CA -	0.00	1,245.00	
	15.32.63100	CONSTRUCTION	10.04.2025 - FH20 - DESIGN DEV	1,245.00		
03228	MGE Engineering Inc	10/28/2025	Regular	0.00	8,134.96	100718
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
663.14	Invoice	10/10/2025	10.10.2025 - MADRONE/NOKOMIS BRIDG	0.00	4,875.00	
	15.41.63100	CONSTRUCTION	10.10.2025 - MADRONE/NOKO	2,437.50		
	15.41.63100	CONSTRUCTION	10.10.2025 - MADRONE/NOKO	2,437.50		
740.05	Invoice	10/10/2025	10.10.2025 - BPMP SFDB/BARBER AVE - F	0.00	3,259.96	
	15.41.63100	CONSTRUCTION	10.10.2025 - BPMP SFDB/BARBE	3,259.96		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03368	Munselle Civil Engineering	10/28/2025	Regular	0.00	600.00	100719

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
45116	Invoice	09/30/2025	09.30.2025 - 3RD PARTY PLAN REVIEW - S	0.00	600.00
	01.00.20340	PERMIT DEPOSITS	09.30.2025 - 3RD PARTY PLAN R	600.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01346	Nerviani Paving Inc	10/28/2025	Regular	0.00	5,400.00	100720

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
7765	Invoice	09/29/2025	09.29.2025 - PAVEMENT RPLCMNT - CYPR	0.00	5,400.00
	15.41.63109	UNPROGRAMMED DRAIN	09.29.2025 - PAVEMENT RPLCM	5,400.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03598	NetFile	10/28/2025	Regular	0.00	1,500.00	100721

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
10513	Invoice	10/20/2025	10.20.2025 - ANNUAL SUBSCRIPTION 202	0.00	1,500.00
	01.12.61150	OUTSIDE SERVICES-OTHE	10.20.2025 - ANNUAL SUBSCRIP	1,500.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03809	Noll & Tam Architects	10/28/2025	Regular	0.00	10,750.00	100722

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
0061650	Invoice	09/23/2025	09.23.2025 - LIBRARY MECH SYSTEM - AU	0.00	10,750.00
	41.41.63117	CONSTRUCTION - BUILDI	09.23.2025 - LIBRARY MECH SYS	10,750.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03211	ODP Business Solutions LLC	10/28/2025	Regular	0.00	870.04	100723

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
440852538001	Invoice	10/10/2025	10.10.2025 - LIBRARY - TAPE	0.00	66.06
	01.71.62200	DEPARTMENTAL SUPPLIE	10.10.2025 - LIBRARY - TAPE	66.06	
441219847001	Invoice	09/29/2025	09.29.2025 - LIBRARY - TAPE	0.00	52.44
	01.71.62200	DEPARTMENTAL SUPPLIE	09.29.2025 - LIBRARY - TAPE	52.44	
441220262001	Invoice	09/27/2025	09.27.2025 - LIBRARY - LABELS	0.00	130.76
	01.71.62200	DEPARTMENTAL SUPPLIE	09.27.2025 - LIBRARY - LABELS	130.76	
445085413001	Invoice	10/22/2025	10.22.2025 - ADMIN - TONER/PAPER	0.00	620.78
	01.12.62200	DEPARTMENTAL SUPPLIE	10.22.2025 - ADMIN - TONER/P	620.78	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00128	Pacific Gas & Electric	10/28/2025	Regular	0.00	1,020.20	100724

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
722-10022025	Invoice	10/02/2025	722 - MEMORIAL PARK EV - 08.27.25-09.2	0.00	1,020.20
	13.42.61114	OUTSIDE SRV: PARKING	722 - MEMORIAL PARK EV - 08.2	1,020.20	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03884	Pacific Mobile Structures, Inc.	10/28/2025	Regular	0.00	6,209.77	100725

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV-00489991	Invoice	11/01/2025	11.01.2025 - FH20 TEMP FACILITIES - NOV	0.00	6,116.91
	15.32.63100	CONSTRUCTION	11.01.2025 - FH20 TEMP FACILIT	6,116.91	
INV-00489992	Invoice	11/01/2025	11.01.2025 - FH20 RENTAL CONTAINER -	0.00	92.86
	15.32.63100	CONSTRUCTION	11.01.2025 - FH20 RENTAL CON	92.86	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03523	Parametrix, Inc	10/28/2025	Regular	0.00	21,086.51	100726

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
71186	Invoice	09/25/2025	09.25.2025 - PROJECT MGMT/REVIEW - A	0.00	988.75
	01.41.61150	OUTSIDE SERVICES-OTHE	09.25.2025 - PROJECT MGMT/R	988.75	
71811	Invoice	10/20/2025	10.20.2025 - ON-CALL SVCS - PRJCT MGM	0.00	378.75
	01.41.61150	OUTSIDE SERVICES-OTHE	10.20.2025 - ON-CALL SVCS - PR	378.75	
72024	Invoice	10/24/2025	10.24.2025 - SFD/SUNNY HILLS SIGNAL -	0.00	19,719.01

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	15.41.63100 CONSTRUCTION		10.24.2025 - SFD/SUNNY HILLS		19,719.01	
03397	Patrick O' Neill	10/28/2025	Regular	0.00	13,858.00	100727
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
201	Invoice	10/21/2025	10.21.2025 - TH DOORWAY	0.00	13,858.00	
	41.41.63117	CONSTRUCTION - BUILDI	10.21.2025 - TH DOORWAY	13,858.00		
00893	Perfect Timing Personnel Services, Inc.	10/28/2025	Regular	0.00	3,156.41	100728
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
65231	Invoice	10/14/2025	10.14.2025 - ADMIN SUPPORT - MRVOS	0.00	1,095.61	
	01.19.61150	OUTSIDE SERVICES-OTHE	10.14.2025 - ADMIN SUPPORT -	1,095.61		
65260	Invoice	10/20/2025	10.20.2025 - ADMIN SUPPORT - MRVOS	0.00	2,060.80	
	01.19.61150	OUTSIDE SERVICES-OTHE	10.20.2025 - ADMIN SUPPORT -	2,060.80		
04072	Peter Cowperthwaite	10/28/2025	Regular	0.00	1,500.00	100729
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
R16428	Invoice	10/14/2025	10.14.2025 - REFUND - ROAD BOND 72 S	0.00	1,500.00	
	01.00.20314	ROAD BOND	10.14.2025 - REFUND - ROAD B	1,500.00		
00558	Peterson	10/28/2025	Regular	0.00	2,232.37	100730
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SW270062408	Invoice	10/11/2025	10.11.2025 - GENERATOR ALARM	0.00	2,232.37	
	41.41.61150	OUTSIDE SERVICES-OTHE	10.11.2025 - GENERATOR ALAR	2,232.37		
02839	Quadient Finance USA, Inc	10/28/2025	Regular	0.00	1,098.00	100731
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
274-10212025	Invoice	10/21/2025	10.21.2025 - TH POSTAGE - OCT 2025	0.00	1,098.00	
	01.12.62003	POSTAGE	10.21.2025 - TH POSTAGE - OCT	219.60		
	01.18.62003	POSTAGE	10.21.2025 - TH POSTAGE - OCT	219.60		
	01.41.62003	POSTAGE	10.21.2025 - TH POSTAGE - OCT	219.60		
	01.71.62003	POSTAGE	10.21.2025 - TH POSTAGE - OCT	219.60		
	01.82.62003	POSTAGE	10.21.2025 - TH POSTAGE - OCT	219.60		
00181	Ross Valley Fire Department	10/28/2025	Regular	0.00	17,360.35	100732
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
250930SAQ1	Invoice	10/15/2025	10.15.2025 - EMERGENCY PREP COORD Q	0.00	5,942.43	
	35.41.61150	OUTSIDE SERVICES-OTHE	10.15.2025 - EMERGENCY PREP	5,942.43		
INV0015578	Invoice	10/15/2025	10.15.2025 - RVFD FEES COLLECTED - SEP	0.00	11,417.92	
	01.00.20354	DUE TO ROSS VALLEY FIR	10.15.2025 - RVFD FEES COLLEC	11,417.92		
00182	Roto-Rooter Plumbers	10/28/2025	Regular	0.00	5,381.25	100733
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
126547633	Invoice	10/06/2025	10.06.2025 - STORM DRAIN/CATCH BASIN	0.00	3,150.00	
	01.42.61123	OUTSIDE SVCS-DRAINAGE	10.06.2025 - STORM DRAIN/CAT	3,150.00		
126559680	Invoice	10/08/2025	10.08.2025 - STORM DRAIN/CATCH BASIN	0.00	2,231.25	
	01.42.61123	OUTSIDE SVCS-DRAINAGE	10.08.2025 - STORM DRAIN/CAT	2,231.25		
03346	Sage Energy Consulting - NV5 Inc.	10/28/2025	Regular	0.00	11,660.00	100734
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
479666	Invoice	10/27/2025	10.27.2025 - MUNI RESILIENCY CENTER -	0.00	11,660.00	
	15.90.63100	CONSTRUCTION	10.27.2025 - MUNI RESILIENCY	11,660.00		

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01359	Siegfried Engineering Inc	10/28/2025	Regular	0.00	1,079.50	100735

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
50788	Invoice	10/16/2025	10.16.2025 - SR2S ENGINEERING SVCS - S	0.00	1,079.50
	14.41.63127	SAFE ROUTES	10.16.2025 - SR2S ENGINEERIN	1,079.50	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03599	Steve Burdo	10/28/2025	Regular	0.00	299.12	100736

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INV0015577	Invoice	10/15/2025	10.15.2025 - REIMB - ANNUAL CALCITIES	0.00	299.12
	01.11.61000	TRAINING	10.15.2025 - REIMB - ANNUAL C	299.12	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02474	T2 SYSTEMS CANADA INC.	10/28/2025	Regular	0.00	2,621.76	100737

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
INVEBP00000104	Invoice	09/17/2025	09.17.2025 - EXTEND BY PHONE USAGE -	0.00	2.00
	13.41.61150	OUTSIDE SERVICES-OTHE	09.17.2025 - EXTEND BY PHONE	2.00	
IRIS0000151157	Invoice	08/28/2025	08.28.2025 - DIGITAL IRIS SERVICE - AUG	0.00	1,309.88
	13.41.61150	OUTSIDE SERVICES-OTHE	08.28.2025 - DIGITAL IRIS SERVI	1,309.88	
IRIS0000151762	Invoice	08/28/2025	08.28.2025 - DIGITAL IRIS SERVICE - SEP 2	0.00	1,309.88
	13.41.61150	OUTSIDE SERVICES-OTHE	08.28.2025 - DIGITAL IRIS SERVI	1,309.88	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03207	Toni DeFrancis	10/28/2025	Regular	0.00	100.00	100738

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
2025-TC1014	Invoice	10/20/2025	10.20.2025 - TRANSCRIPTION TC 10/14	0.00	100.00
	01.12.61150	OUTSIDE SERVICES-OTHE	10.20.2025 - TRANSCRIPTION T	100.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00384	Van Midde & Son Concrete	10/28/2025	Regular	0.00	54,000.00	100739

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
15769	Invoice	10/20/2025	10.20.2025 - OAK SPRINGS/THERESA DR	0.00	16,000.00
	01.00.20378	MOST - UpperHawthrone	10.20.2025 - OAK SPRINGS/THE	8,000.00	
	15.41.63113	UNPROGRAMMED DRAIN	10.20.2025 - OAK SPRINGS/THE	8,000.00	
15773	Invoice	10/20/2025	10.20.2025 - TH/LIBRARY PARKING - WALL	0.00	8,500.00
	15.90.63100	CONSTRUCTION	10.20.2025 - TH/LIBRARY PARKI	8,500.00	
15774	Invoice	10/20/2025	10.20.2025 - TH/LIBRARY PARKING FLOOD	0.00	29,500.00
	15.90.63100	CONSTRUCTION	10.20.2025 - TH/LIBRARY PARKI	29,500.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
04076	Vipin Kistampally	10/28/2025	Regular	0.00	50,000.00	100740

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
00021546	Invoice	10/17/2025	10.17.2025 - REFUND-UNDRGRNDG 1654	0.00	50,000.00
	01.00.20377	Undergrounding Deposit	10.17.2025 - REFUND-UNDRGR	50,000.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02411	23 ELEPHANTS THEATRE COMPANY	10/28/2025	Regular	0.00	11,424.00	100741

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
FALL 2025-2	Invoice	10/27/2025	10.27.2025 - FALL 2025 - THEATRE PRGM -	0.00	11,424.00
	21.62.61175	KIDS CULTURE SERVICES	10.27.2025 - FALL 2025 - THEAT	11,424.00	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02986	Albertsons/Safeway	10/28/2025	Regular	0.00	62.75	100742

Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**	
808653-091725-1	Invoice	09/17/2025	09.17.2025 - REC DEPT - CAMP SUPPLIES	0.00	62.75
	21.63.62979	PARKSIDE SUPPLIES	09.17.2025 - REC DEPT - CAMP S	62.75	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
03833	Alvin Petty	10/28/2025	Regular	0.00	800.00	100743

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**		
[INV0015585](#)	Invoice	10/28/2025	10.28.2025 - GOBLINS BOOTACULAR 2025	0.00	800.00	
	[21.64.61185](#)	SPECIAL EVENT EXPENSE	10.28.2025 - GOBLINS BOOTAC	500.00		
	[60.14.62902](#)	GOBLINS PARADE	10.28.2025 - GOBLINS BOOTAC	300.00		
02030	Alvin S. Bailey	10/28/2025	Regular	0.00	91.00	100744
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[10222025-3](#)	Invoice	10/22/2025	10.22.2025 - FALL 2025 - UKELELE 09.02.2	0.00	91.00	
	[21.62.61171](#)	ADULT CULTURE SERVICE	10.22.2025 - FALL 2025 - UKELEL	91.00		
03428	B & B Home Services, Inc.	10/28/2025	Regular	0.00	975.00	100745
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[100724](#)	Invoice	10/24/2025	10.24.2025 - CORP YARD - GUTTER CLEAN	0.00	435.00	
	[41.41.61150](#)	OUTSIDE SERVICES-OTHE	10.24.2025 - CORP YARD - GUTT	435.00		
[100725](#)	Invoice	10/24/2025	10.24.2025 - FH19 - GUTTER CLEANING	0.00	540.00	
	[01.32.61506](#)	BLDG. MAINT-OTHER	10.24.2025 - FH19 - GUTTER CLE	540.00		
03946	BlueTriton Brands Inc	10/28/2025	Regular	0.00	172.22	100746
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[05J8720212838](#)	Invoice	10/24/2025	10.24.2025 - REC DEPT WATER - 09.23.25-	0.00	172.22	
	[21.65.62200](#)	DEPARTMENTAL SUPPLIE	10.24.2025 - REC DEPT WATER -	172.22		
01631	Caine Starelli	10/28/2025	Regular	0.00	650.00	100747
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[10222025-2](#)	Invoice	10/22/2025	10.22.2025 - MAH JONGG LESSONS - OCT	0.00	650.00	
	[21.62.61171](#)	ADULT CULTURE SERVICE	10.22.2025 - MAH JONGG LESS	650.00		
04077	Danielle Sandre	10/28/2025	Regular	0.00	860.00	100748
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[R16463](#)	Invoice	10/28/2025	10.28.2025 - REFUND - ROAD BOND 89 B	0.00	860.00	
	[01.00.20314](#)	ROAD BOND	10.28.2025 - REFUND - ROAD B	860.00		
02777	Elizabeth Flanagan	10/28/2025	Regular	0.00	142.80	100749
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[10222025-1](#)	Invoice	10/22/2025	10.22.2025 - PAINTING WORKSHOPS - OC	0.00	142.80	
	[21.62.61171](#)	ADULT CULTURE SERVICE	10.22.2025 - PAINTING WORKS	142.80		
00206	George Zahorsky	10/28/2025	Regular	0.00	12,460.00	100750
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[FALL 2025-ADULT](#)	Invoice	10/22/2025	10.22.2025 - FALL 2025 - ADULT TENNIS	0.00	6,870.50	
	[21.61.61166](#)	TENNIS SERVICES	10.22.2025 - FALL 2025 - ADULT	6,870.50		
[FALL 2025-JUNIO](#)	Invoice	10/21/2025	10.21.2025 - FALL 2025 - JUNIOR TENNIS	0.00	5,589.50	
	[21.61.61166](#)	TENNIS SERVICES	10.21.2025 - FALL 2025 - JUNIO	5,589.50		
03332	Heidi Scoble	10/28/2025	Regular	0.00	792.24	100751
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
[INV0015586](#)	Invoice	10/28/2025	10.28.2025 - REIMB - SLO EXCHG - MARIN	0.00	792.24	
	[01.18.61000](#)	TRAINING	10.28.2025 - REIMB - SLO EXCH	792.24		
03654	Jeff Diaz Galaviz	10/28/2025	Regular	0.00	300.00	100752

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**		
20251025	Invoice	10/25/2025	10.25.2025 - FOREVER ACTIVE SUPPLIES V	0.00	300.00	
	21.64.61200	OLDER ADUILT PROGRAM	10.25.2025 - FOREVER ACTIVE S	300.00		
03090	JEFF ZUBA	10/28/2025	Regular	0.00	151.00	100753
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015587	Invoice	10/28/2025	10.28.2025 - REIMB - BCJPIA BOARD MTG	0.00	151.00	
	01.12.61000	TRAINING	10.28.2025 - REIMB - BCJPIA BO	151.00		
00113	Juan Olsen Sanchez	10/28/2025	Regular	0.00	7,000.00	100754
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
FALL 2025-3	Invoice	10/27/2025	10.27.2025 - FALL 2025 - GYMNASTICS - P	0.00	7,000.00	
	21.61.61167	TUMBLING SERVICES	10.27.2025 - FALL 2025 - GYMN	7,000.00		
03412	Juliana M.Kohl	10/28/2025	Regular	0.00	2,926.00	100755
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
10212025-2	Invoice	10/21/2025	10.21.2025 - PRIVATE MUSIC LESSONS - O	0.00	2,926.00	
	21.62.61175	KIDS CULTURE SERVICES	10.21.2025 - PRIVATE MUSIC LE	2,926.00		
03549	Kid's Choice Camps LLC	10/28/2025	Regular	0.00	1,904.00	100756
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
10212025-1	Invoice	10/21/2025	10.21.2025 - FALL 2025 - KIDS CARPENTRY	0.00	1,904.00	
	21.62.61175	KIDS CULTURE SERVICES	10.21.2025 - FALL 2025 - KIDS C	1,904.00		
03832	Pickleball Organized LLC	10/28/2025	Regular	0.00	1,697.50	100757
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
FALL 2025-ADULT	Invoice	10/21/2025	10.21.2025 - FALL 2025 - ADULT PICKLEBA	0.00	1,697.50	
	21.61.61166	TENNIS SERVICES	10.21.2025 - FALL 2025 - ADULT	1,697.50		
03579	Recreation Reimagined Inc	10/28/2025	Regular	0.00	2,056.60	100758
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
10272025-1	Invoice	10/27/2025	10.27.2025 - BABYSITTER TRAINING 10/18	0.00	2,056.60	
	21.62.61175	KIDS CULTURE SERVICES	10.27.2025 - BABYSITTER TRAIN	2,056.60		
02683	SAVENATURE.ORG	10/28/2025	Regular	0.00	510.00	100759
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
3041	Invoice	08/29/2025	08.29.2025 - ROBSON - JANUARY BUG LA	0.00	510.00	
	21.63.61187	ROBSON AFTER SCHOOL	08.29.2025 - ROBSON - JANUAR	510.00		
03929	School & Pine	10/28/2025	Regular	0.00	951.89	100760
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
BC9220	Invoice	08/28/2025	08.28.2025 - SOCCER GOALS #1	0.00	373.89	
	21.65.63100	CAPITAL OUTLAY - CONST	08.28.2025 - SOCCER GOALS #1	373.89		
BC9226	Invoice	09/11/2025	09.11.2025 - SOCCER GOALS #2	0.00	578.00	
	21.65.63100	CAPITAL OUTLAY - CONST	09.11.2025 - SOCCER GOALS #2	578.00		
03602	Serge Ndjemba	10/28/2025	Regular	0.00	520.00	100761

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**		
10272025-3	Invoice	10/27/2025	10.27.2025 - FRENCH CONVERSATION 09.	0.00	520.00	
	21.62.61171	ADULT CULTURE SERVICE	10.27.2025 - FRENCH CONVERS	520.00		
00215	Transbay Lock	10/28/2025	Regular	0.00	49.11	100762
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
95082	Invoice	10/15/2025	10.15.2025 - SHED PADLOCK	0.00	49.11	
	21.65.62200	DEPARTMENTAL SUPPLIE	10.15.2025 - SHED PADLOCK	49.11		
04078	Grasshopper Kids Inc	10/29/2025	Regular	0.00	200.00	100763
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
1111-0194	Invoice	10/21/2025	10.21.2025 - ROBSON - RANGER TALK	0.00	200.00	
	21.63.61187	ROBSON AFTER SCHOOL	10.21.2025 - ROBSON - RANGER	200.00		
01102	Central Marin Police Authority	10/01/2025	Bank Draft	0.00	492,186.58	DFT06397
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
INV0015438	Invoice	10/01/2025	10.01.2025 - CMPA MEMBER CONTRIBUTI	0.00	492,186.58	
	01.30.61199	POLICE SERVICES CONTR	10.01.2025 - CMPA MEMBER C	461,671.91		
	13.30.61199	POLICE SERVICES CONTR	10.01.2025 - CMPA MEMBER C	30,514.67		
00072	Comcast	10/14/2025	Bank Draft	0.00	174.16	DFT06398
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
758-10142025	Invoice	10/14/2025	758 - TH INTERNET - 09.24.25-10.23.25	0.00	174.16	
	41.41.61701	UTILITIES	758 - TH INTERNET - 09.24.25-1	174.16		
00072	Comcast	10/04/2025	Bank Draft	0.00	162.20	DFT06399
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
426-10042025	Invoice	10/04/2025	426 - CREEK CAMERA - 09.14.25-10.13.25	0.00	162.20	
	42.21.61150	OUTSIDE SERVICES-OTHE	426 - CREEK CAMERA - 09.14.25	162.20		
00128	Pacific Gas & Electric	10/07/2025	Bank Draft	0.00	7.84	DFT06401
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**	**Distribution Amount**		
717-10072025	Invoice	10/07/2025	717 - CORPYARD UTILITIES - SEP 2025	0.00	7.84	
	41.41.61701	UTILITIES	717 - CORPYARD UTILITIES - SEP	7.84		
00362	Town of San Anselmo	10/07/2025	Bank Draft	0.00	341,307.96	DFT06425

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		
INV0015480	Invoice	10/07/2025	10-15-20255 TSA To Fund Payroll	0.00	341,307.96	
	01.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	242,570.11		
	01.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	438.53		
	01.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	3,519.60		
	01.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	-1,280.38		
	13.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	-1.38		
	13.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	730.65		
	15.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	11,399.26		
	15.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	-41.25		
	19.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	13,742.64		
	21.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	58,712.83		
	27.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	7,122.64		
	31.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	378.40		
	34.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	378.40		
	41.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	378.51		
	42.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	638.37		
	60.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	683.33		
	95.00.20299	PAYROLL PAYABLE	10-15-20255 TSA To Fund Payrol	1,937.70		
00181	Ross Valley Fire Department	10/17/2025	Bank Draft	0.00	515,037.10	DFT06426
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0015481	Invoice	10/17/2025	10.17.2025 - RVFD MEMBER CONTRIBUTI	0.00	515,037.10	
	01.32.61139	RVFS CONTRACT	10.17.2025 - RVFD MEMBER CO	491,482.68		
	15.32.61150	OUTSIDE SERVICES-OTHE	10.17.2025 - RVFD MEMBER CO	23,554.42		
03344	CSG Forte Payments Inc.	10/10/2025	Bank Draft	0.00	1,581.69	DFT06427
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0014317486	Invoice	09/30/2025	09.30.2025 - REC DEPT - CREDIT CARD PR	0.00	1,581.69	
	21.65.61177	PROCESSING FEES	09.30.2025 - REC DEPT - CREDIT	1,581.69		
03344	CSG Forte Payments Inc.	10/10/2025	Bank Draft	0.00	2,261.05	DFT06428
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0014317802	Invoice	09/30/2025	09.30.2025 - REC DEPT - CREDIT CARD PR	0.00	2,261.05	
	21.65.61177	PROCESSING FEES	09.30.2025 - REC DEPT - CREDIT	2,261.05		
00128	Pacific Gas & Electric	10/15/2025	Bank Draft	0.00	895.99	DFT06429
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
355-10152025	Invoice	10/15/2025	355 - CORPYARD UTILITIES - SEP 2025	0.00	895.99	
	41.41.61701	UTILITIES	355 - CORPYARD UTILITIES - SEP	895.99		
00128	Pacific Gas & Electric	10/15/2025	Bank Draft	0.00	2,076.67	DFT06430
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
146-10152025	Invoice	10/15/2025	146 - EV CHARGING - SEP 2025	0.00	2,076.67	
	13.42.61114	OUTSIDE SRV: PARKING	146 - EV CHARGING - SEP 2025	2,076.67		
00072	Comcast	10/12/2025	Bank Draft	0.00	266.16	DFT06431
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
583-10122025	Invoice	10/12/2025	583 - CORPYARD INTERNET - 09.21.25-10.	0.00	266.16	
	41.41.61701	UTILITIES	583 - CORPYARD INTERNET - 09.	266.16		
00128	Pacific Gas & Electric	10/27/2025	Bank Draft	0.00	109.63	DFT06432

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		
216-10272025	Invoice	10/27/2025	216 - IMAGINATION PARK - SEP 2025	0.00	109.63	
	14.81.61701	UTILITIES-ELECTRICITY	216 - IMAGINATION PARK - SEP	109.63		
00362	Town of San Anselmo	10/21/2025	Bank Draft	0.00	283,071.59	DFT06455
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0015580	Invoice	10/21/2025	10-31-2025 TSA To Fund Payroll	0.00	283,071.59	
	01.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	197,228.86		
	01.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	3,519.57		
	01.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	438.53		
	01.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	-1,280.38		
	13.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	561.73		
	13.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	-1.38		
	15.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	9,535.14		
	15.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	-41.25		
	19.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	11,982.49		
	21.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	53,286.98		
	27.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	4,723.92		
	31.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	221.63		
	34.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	221.63		
	41.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	221.61		
	42.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	514.81		
	95.00.20299	PAYROLL PAYABLE	10-31-2025 TSA To Fund Payroll	1,937.70		
00402	US Bank	10/27/2025	Bank Draft	0.00	12,360.44	DFT06456
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0015487	Invoice	09/22/2025	08.21.2025 - LEYLAND - ANDRONICO'S	0.00	2.29	
	01.71.61132	OUTSIDE SVCS-PROGRAM	08.21.2025 - LEYLAND - ANDRO	2.29		
INV0015488	Invoice	09/22/2025	09.15.2025 - LEYLAND - COSTCO	0.00	35.48	
	01.71.61132	OUTSIDE SVCS-PROGRAM	09.15.2025 - LEYLAND - COSTCO	35.48		
INV0015489	Invoice	09/22/2025	09.16.2025 - LEYLAND - COSTCO	0.00	58.74	
	01.71.61132	OUTSIDE SVCS-PROGRAM	09.16.2025 - LEYLAND - COSTCO	58.74		
INV0015490	Invoice	09/22/2025	09.17.2025 - LEYLAND - SAFEWAY	0.00	30.97	
	01.71.61132	OUTSIDE SVCS-PROGRAM	09.17.2025 - LEYLAND - SAFEWA	30.97		
INV0015491	Invoice	09/22/2025	08.26.2025 - DONERY - INSALATA'S	0.00	90.38	
	01.11.61000	TRAINING	08.26.2025 - DONERY - INSALAT	90.38		
INV0015492	Invoice	09/22/2025	09.03.2025 - DONERY - INSALATA'S	0.00	87.11	
	01.11.61000	TRAINING	09.03.2025 - DONERY - INSALAT	87.11		
INV0015493	Invoice	09/22/2025	09.16.2025 - DONERY - MARIN INDEPEND	0.00	36.43	
	01.12.61150	OUTSIDE SERVICES-OTHE	09.16.2025 - DONERY - MARIN I	36.43		
INV0015494	Invoice	09/22/2025	08.26.2025 - SCOBLE - AMAZON	0.00	229.41	
	01.18.62000	OFFICE SUPPLIES	08.26.2025 - SCOBLE - AMAZON	229.41		
INV0015495	Invoice	09/22/2025	09.11.2025 - SCOBLE - MOONLIGHT DELI	0.00	417.40	
	01.18.61150	OUTSIDE SERVICES-OTHE	09.11.2025 - SCOBLE - MOONLI	417.40		
INV0015496	Invoice	09/22/2025	09.08.2025 - SCOBLE - CLOUDWAYS	0.00	11.50	
	01.18.61150	OUTSIDE SERVICES-OTHE	09.08.2025 - SCOBLE - CLOUDW	11.50		
INV0015497	Invoice	09/22/2025	09.09.2025 - WARNER - ANDRONICO'S	0.00	19.43	
	01.21.61150	OUTSIDE SERVICES-OTHE	09.09.2025 - WARNER - ANDRO	19.43		
INV0015498	Invoice	09/22/2025	09.09.2025 - WARNER - COMFORTS	0.00	153.20	
	01.21.61150	OUTSIDE SERVICES-OTHE	09.09.2025 - WARNER - COMFO	153.20		
INV0015499	Invoice	09/22/2025	09.09.2025 - WARNER - COMFORTS	0.00	29.79	
	01.21.61150	OUTSIDE SERVICES-OTHE	09.09.2025 - WARNER - COMFO	29.79		
INV0015500	Invoice	09/22/2025	09.19.2025 - WARNER - TARGET	0.00	206.82	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	21.64.61185	SPECIAL EVENT EXPENSE	09.19.2025 - WARNER - TARGET		206.82	
INV0015501	Invoice	09/22/2025	09.20.2025 - WARNER - ANDRONICO'S	0.00	15.75	
	21.64.61185	SPECIAL EVENT EXPENSE	09.20.2025 - WARNER - ANDRO		15.75	
INV0015502	Invoice	09/22/2025	08.26.2025 - HILLARD - SAFEWAY	0.00	119.66	
	21.63.62987	ROBSON AFTER SCHOOL	08.26.2025 - HILLARD - SAFEWA		119.66	
INV0015503	Invoice	09/22/2025	09.06.2025 - HILLARD - TARGET	0.00	194.10	
	21.63.62987	ROBSON AFTER SCHOOL	09.06.2025 - HILLARD - TARGET		194.10	
INV0015504	Invoice	09/22/2025	09.20.2025 - HILLARD - UNITED MARKETS	0.00	37.04	
	21.64.61185	SPECIAL EVENT EXPENSE	09.20.2025 - HILLARD - UNITED		37.04	
INV0015505	Invoice	09/22/2025	09.20.2025 - HILLARD - COMFORTS	0.00	48.57	
	21.64.61185	SPECIAL EVENT EXPENSE	09.20.2025 - HILLARD - COMFO		48.57	
INV0015506	Invoice	09/22/2025	09.02.2025 - LIN - INDEED	0.00	201.98	
	21.65.61806	MISC HIRING EXPENSES	09.02.2025 - LIN - INDEED		201.98	
INV0015507	Invoice	09/22/2025	09.10.2025 - LIN - OFFICE DEPOT	0.00	51.34	
	21.65.62000	OFFICE SUPPLIES	09.10.2025 - LIN - OFFICE DEPO		51.34	
INV0015508	Invoice	09/22/2025	09.10.2025 - LIN - SAFEWAY	0.00	29.09	
	21.64.61200	OLDER ADUILT PROGRAM	09.10.2025 - LIN - SAFEWAY		29.09	
INV0015509	Invoice	09/22/2025	09.12.2025 - LIN - WALMART	0.00	39.05	
	21.65.62200	DEPARTMENTAL SUPPLIE	09.12.2025 - LIN - WALMART		39.05	
INV0015510	Invoice	09/22/2025	09.13.2025 - LIN - COMFORTS	0.00	344.88	
	21.64.61200	OLDER ADUILT PROGRAM	09.13.2025 - LIN - COMFORTS		344.88	
INV0015511	Invoice	09/22/2025	09.17.2025 - LIN - COSTCO	0.00	21.00	
	21.64.61185	SPECIAL EVENT EXPENSE	09.17.2025 - LIN - COSTCO		21.00	
INV0015512	Invoice	09/22/2025	09.20.2025 - LIN - SAN RAFAEL GROCERY	0.00	4.35	
	21.64.61185	SPECIAL EVENT EXPENSE	09.20.2025 - LIN - SAN RAFAEL		4.35	
INV0015513	Invoice	09/22/2025	09.13.2025 - BRISTOW - STEFANO'S PIZZA	0.00	118.62	
	21.64.61185	SPECIAL EVENT EXPENSE	09.13.2025 - BRISTOW - STEFAN		118.62	
INV0015514	Invoice	09/22/2025	08.26.2025 - O'GRADY - LUMENS	0.00	1,206.69	
	21.65.63100	CAPITAL OUTLAY - CONST	08.26.2025 - O'GRADY - LUMEN		1,206.69	
INV0015515	Invoice	09/22/2025	09.05.2025 - O'GRADY - COMCAST	0.00	99.21	
	21.63.61187	ROBSON AFTER SCHOOL	09.05.2025 - O'GRADY - COMCA		99.21	
INV0015516	Invoice	09/22/2025	08.31.2025 - MIHAN - AMAZON	0.00	128.90	
	21.61.62964	SOCCER SUPPLIES	08.31.2025 - MIHAN - AMAZON		128.90	
INV0015517	Invoice	09/22/2025	08.31.2025 - MIHAN - AMAZON	0.00	237.01	
	21.61.62964	SOCCER SUPPLIES	08.31.2025 - MIHAN - AMAZON		237.01	
INV0015518	Invoice	09/22/2025	09.03.2025 - MIHAN - AMAZON	0.00	29.47	
	21.61.62964	SOCCER SUPPLIES	09.03.2025 - MIHAN - AMAZON		29.47	
INV0015519	Invoice	09/22/2025	09.03.2025 - MIHAN - AMAZON	0.00	29.47	
	21.61.62964	SOCCER SUPPLIES	09.03.2025 - MIHAN - AMAZON		29.47	
INV0015520	Invoice	09/22/2025	09.05.2025 - MIHAN - AMAZON	0.00	52.39	
	21.61.62964	SOCCER SUPPLIES	09.05.2025 - MIHAN - AMAZON		52.39	
INV0015521	Invoice	09/22/2025	09.05.2025 - MIHAN - AMAZON	0.00	9.62	
	21.65.62200	DEPARTMENTAL SUPPLIE	09.05.2025 - MIHAN - AMAZON		9.62	
INV0015522	Invoice	09/22/2025	09.08.2025 - MIHAN - STAPLES	0.00	33.83	
	21.65.62200	DEPARTMENTAL SUPPLIE	09.08.2025 - MIHAN - STAPLES		33.83	
INV0015523	Invoice	09/22/2025	09.10.2025 - MIHAN - MATT AND JEFFS	0.00	29.99	
	21.65.61506	BLDG. MAINT-OTHER	09.10.2025 - MIHAN - MATT AN		29.99	
INV0015524	Invoice	10/20/2025	09.18.2025 - MIHAN - SAFEWAY	0.00	6.00	
	21.61.62964	SOCCER SUPPLIES	09.18.2025 - MIHAN - SAFEWAY		6.00	
INV0015525	Invoice	09/22/2025	09.02.2025 - JONES - TARGET	0.00	48.09	
	21.63.62987	ROBSON AFTER SCHOOL	09.02.2025 - JONES - TARGET		48.09	
INV0015526	Invoice	09/22/2025	09.05.2025 - JONES - TARGET	0.00	12.01	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	21.63.62987 ROBSON AFTER SCHOOL		09.05.2025 - JONES - TARGET		12.01	
INV0015527	Invoice	09/22/2025	09.15.2025 - JONES - TARGET	0.00	91.05	
	21.63.62987 ROBSON AFTER SCHOOL		09.15.2025 - JONES - TARGET		91.05	
INV0015528	Invoice	09/22/2025	09.19.2025 - JONES - AMAZON	0.00	131.96	
	21.63.62979 PARKSIDE SUPPLIES		09.19.2025 - JONES - AMAZON		131.96	
INV0015529	Invoice	09/22/2025	09.19.2025 - JONES - AMAZON	0.00	29.25	
	21.63.62979 PARKSIDE SUPPLIES		09.19.2025 - JONES - AMAZON		29.25	
INV0015530	Invoice	09/22/2025	09.17.2025 - JONES - T&B SPORTS	0.00	878.37	
	21.63.62979 PARKSIDE SUPPLIES		09.17.2025 - JONES - T&B SPOR		878.37	
INV0015531	Invoice	09/22/2025	09.20.2025 - JONES - AMAZON	0.00	58.08	
	21.63.62979 PARKSIDE SUPPLIES		09.20.2025 - JONES - AMAZON		58.08	
INV0015532	Invoice	10/20/2025	08.21.2025 - CLIFFORD - JOHNNY'S DOUG	0.00	23.85	
	01.12.61806 MISC HIRING EXPENSES		08.21.2025 - CLIFFORD - JOHNN		23.85	
INV0015533	Invoice	09/22/2025	08.28.2025 - CLIFFORD - APPLE	0.00	59.99	
	01.41.61150 OUTSIDE SERVICES-OTHE		08.28.2025 - CLIFFORD - APPLE		59.99	
INV0015534	Invoice	09/22/2025	08.28.2025 - CLIFFORD - APPLE	0.00	1,368.53	
	01.41.62200 DEPARTMENTAL SUPPLIE		08.28.2025 - CLIFFORD - APPLE		1,368.53	
INV0015535	Invoice	09/22/2025	08.28.2025 - CLIFFORD - MARIN INDEPEN	0.00	37.64	
	01.12.61302 DUES		08.28.2025 - CLIFFORD - MARIN		37.64	
INV0015536	Invoice	09/22/2025	08.29.2025 - CLIFFORD - CA SECRETARY O	0.00	20.00	
	01.12.61150 OUTSIDE SERVICES-OTHE		08.29.2025 - CLIFFORD - CA SEC		20.00	
INV0015537	Invoice	09/22/2025	09.06.2025 - CLIFFORD - ADOBE	0.00	823.76	
	42.21.63003 COMPUTER HARDWARE/		09.06.2025 - CLIFFORD - ADOBE		823.76	
INV0015538	Invoice	09/22/2025	09.11.2025 - CLIFFORD - GODADDY	0.00	115.95	
	01.12.62200 DEPARTMENTAL SUPPLIE		09.11.2025 - CLIFFORD - GODAD		115.95	
INV0015539	Invoice	09/22/2025	09.16.2025 - CLIFFORD - ADOBE	0.00	15.86	
	42.21.63003 COMPUTER HARDWARE/		09.16.2025 - CLIFFORD - ADOBE		15.86	
INV0015540	Invoice	09/22/2025	09.16.2025 - CLIFFORD - CA BUILDING OF	0.00	1,530.00	
	01.19.61000 TRAINING		09.16.2025 - CLIFFORD - CA BUI		1,530.00	
INV0015541	Invoice	09/22/2025	08.28.2025 - KENTON - POS SUPPLY SOLU	0.00	628.96	
	01.71.62200 DEPARTMENTAL SUPPLIE		08.28.2025 - KENTON - POS SUP		628.96	
INV0015542	Invoice	09/22/2025	09.10.2025 - SHAW - SAFEWAY	0.00	18.53	
	01.42.61000 TRAINING		09.10.2025 - SHAW - SAFEWAY		18.53	
INV0015543	Invoice	09/22/2025	09.16.2025 - SHAW - TAPCO	0.00	816.43	
	01.42.62909 SUPPLIES-TRAFFIC CONTR		09.16.2025 - SHAW - TAPCO		816.43	
INV0015544	Invoice	09/22/2025	09.18.2025 - SHAW - BLUE EXPRESS	0.00	26.00	
	01.42.62988 VEHICLE-FUEL/OIL/TIRES		09.18.2025 - SHAW - BLUE EXPR		26.00	
INV0015545	Invoice	09/22/2025	08.29.2025 - HEALY - ALL PEST EXPERTS	0.00	199.00	
	01.32.61506 BLDG. MAINT-OTHER		08.29.2025 - HEALY - ALL PEST E		199.00	
INV0015546	Invoice	09/22/2025	09.08.2025 - HEALY - MATT AND JEFFS	0.00	39.99	
	01.81.61602 VEHICLE MAINTENANCE/		09.08.2025 - HEALY - MATT AND		39.99	
INV0015547	Invoice	09/22/2025	09.11.2025 - HEALY - CREEKSIDE PIZZA	0.00	534.05	
	01.42.61000 TRAINING		09.11.2025 - HEALY - CREEKSIDE		534.05	
INV0015548	Invoice	09/22/2025	09.10.2025 - HEALY - SAFEWAY	0.00	58.64	
	01.42.61000 TRAINING		09.10.2025 - HEALY - SAFEWAY		58.64	
INV0015549	Invoice	09/22/2025	08.26.2025 - AVILA - SAFEWAY	0.00	11.98	
	01.11.62200 DEPARTMENTAL SUPPLIE		08.26.2025 - AVILA - SAFEWAY		11.98	
INV0015550	Invoice	09/22/2025	08.30.2025 - AVILA - CREEKSIDE PIZZA	0.00	141.56	
	01.11.62200 DEPARTMENTAL SUPPLIE		08.30.2025 - AVILA - CREEKSIDE		141.56	
INV0015551	Invoice	09/22/2025	09.03.2025 - AVILA - SHORTHAND	0.00	14.24	
	01.11.62200 DEPARTMENTAL SUPPLIE		09.03.2025 - AVILA - SHORTHAN		14.24	
INV0015552	Invoice	09/22/2025	09.09.2025 - AVILA - ANDRONICO'S	0.00	14.98	

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.11.62200	DEPARTMENTAL SUPPLIE	09.09.2025 - AVILA - ANDRONIC		14.98	
INV0015553	Invoice	09/22/2025	09.10.2025 - AVILA - THE BAAN THAI CUIS	0.00	114.73	
	01.11.62200	DEPARTMENTAL SUPPLIE	09.10.2025 - AVILA - THE BAAN		114.73	
00128	Pacific Gas & Electric	10/28/2025	Bank Draft	0.00	13,199.90	DFT06457
Payable #	**Payable Type**	**Post Date**	**Payable Description**	**Discount Amount**	**Payable Amount**	
	Account Number	**Account Name**	**Item Description**		**Distribution Amount**	
461-10282025	Invoice	10/28/2025	461 - TH UTILITIES - 09.05.25-10.03.25	0.00	13,199.90	
	21.65.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 09.05.25-10		397.32	
	21.65.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 09.05.25-10		617.76	
	31.41.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 09.05.25-10		1,096.91	
	31.41.61702	UTILITIES-GAS	461 - TH UTILITIES - 09.05.25-10		694.31	
	34.41.61701	UTILITIES-ELECTRICITY	461 - TH UTILITIES - 09.05.25-10		248.16	
	34.41.61702	UTILITIES-GAS	461 - TH UTILITIES - 09.05.25-10		158.40	
	41.41.61701	UTILITIES	461 - TH UTILITIES - 09.05.25-10		9,987.04	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	454	229	0.00	2,284,485.05
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	-551.25
Bank Drafts	81	15	0.00	1,664,698.96
EFT's	0	0	0.00	0.00
	535	**249**	**0.00**	**3,948,632.76**

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	454	229	0.00	2,284,485.05
Manual Checks	0	0	0.00	0.00
Voided Checks	0	5	0.00	-551.25
Bank Drafts	81	15	0.00	1,664,698.96
EFT's	0	0	0.00	0.00
	535	**249**	**0.00**	**3,948,632.76**

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH - OPERATING	10/2025	3,948,632.76
			3,948,632.76

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 1.4

MEETING DATE: November 10, 2025

AGENDA TITLE: Accept the 2025 Street Resurfacing Project and Authorize Staff to File a Notice of Completion

FROM: Scott Schneider, Asst. Public Works Director

RECOMMENDATION: That the Town Council accepts the 2025 Street Resurfacing Project and authorizes staff to file a Notice of Completion.

BACKGROUND AND DISCUSSION

The Town Council approved the project at the April 22, 2025 meeting, and authorized staff to bid the project. The Town Council awarded the project at the June 10, 2025 meeting to Interstate Grading and Paving, Inc. The project included paving the following street segments:

Base Bid:
Carlson Avenue – Rancho Drive to Butterfield Road (19 PCI)
Prospect Avenue – Barber Avenue to Avenue Del Norte (40 PCI)
Echo Court – Melville Avenue to End (41 PCI)
Shaw Drive – Sir Francis Drake to End (29 PCI)
Savannah Avenue – Redwood Road to End (36 PCI)
Los Angeles Boulevard – Monterey Avenue south to Town Limits (39 PCI)
City Hall Avenue – Library Place to End (23 PCI)
Oak Avenue – Gerlack Road to No. 395 (36 PCI)
Alpine Terrace – Jordan Avenue to End (12 PCI)
Jordan Avenue – Southview Terrace to Alpine Terrace (28 - 40 PCI)
Oakhill Drive – Jordan Avenue to End (44 PCI)
Southview Terrace – Jordan Avenue to End (51 PCI)

Also, a short section of Magnolia Avenue was repaved near the Magnolia Lot parking lot due to damage from large trucks using the loading zone.

Due to conflicts with required future work identified by the Marin Municipal Water District (MMWD), Spring Grove Avenue was postponed until summer 2026. The Town added the grinding/repaving of Library Place and the section of Center Boulevard from Bridge Avenue to the crosswalk at the bus hub.

Construction started July 22nd, and was completed on October 28th.

Following completion of the street resurfacing and slurry seal projects, staff entered the improvements into the StreetSaver program, which computed the Pavement Condition Index (PCI) of the Town's road to be 74 for the second year straight, which is the highest PCI in over 20 years. (See Attachment 1 – Current PCI Map).

FISCAL IMPACT

The construction contract was awarded to Interstate Paving and Grading, Inc. of South San Francisco, CA for $970,000 for the Base Bid. Work was completed substantially in accordance with the project plans and specifications, and fully available for use on October 28, 2025. The final construction cost was $1,099,992.40.

The Town will be reimbursed by several utilities for adjustments made to manhole and valve covers (approximately $24,250), as well as $24,854 reimbursed by property owners for paving the private street Alpine Lane, adjacent to Alpine Terrace.

Funding for the project was included in the Town's 2025/2026 Budget and Work Plan from the Road Maintenance Fund, TAM Measure AA funds, and SB1 funds.

CEQA ANDCLIMATE ACTION PLAN/BICYCLE AND PEDESTRIAN MASTER PLAN CONSISTENCY

The Town found this project to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because they involve rehabilitation of existing streets, sidewalks, and gutters that will not create additional automobile lanes and involve negligible or no expansion of use. (14 Cal. Code Regs. § 15301). None of the exceptions to this Class 1 categorical exemption apply in this instance (14 Cal. Code Regs. § 15300.2). Specifically, successive projects of the same type in the same location will not cause significant cumulative impacts, as there are no successive projects planned at this time. There are no unusual circumstances presented by this project and the project will not result in damage to scenic resources within a designated state scenic highway. Finally, the project will not cause a substantial adverse change in the significance of a historical resource, as no historical resources will be impacted.

As with any paving project, the Town follows our Complete Streets Policy which aims to improve the street not just for vehicular traffic, but for pedestrians and bicyclists as well as transit. New and modified curb ramps and enhanced crosswalks improve pedestrian

safety, and improved pavement condition makes conditions safer for bicyclists. (Climate Action Plan 2030 Transportation Measures T-2 Bicycling and T-3 Walking).

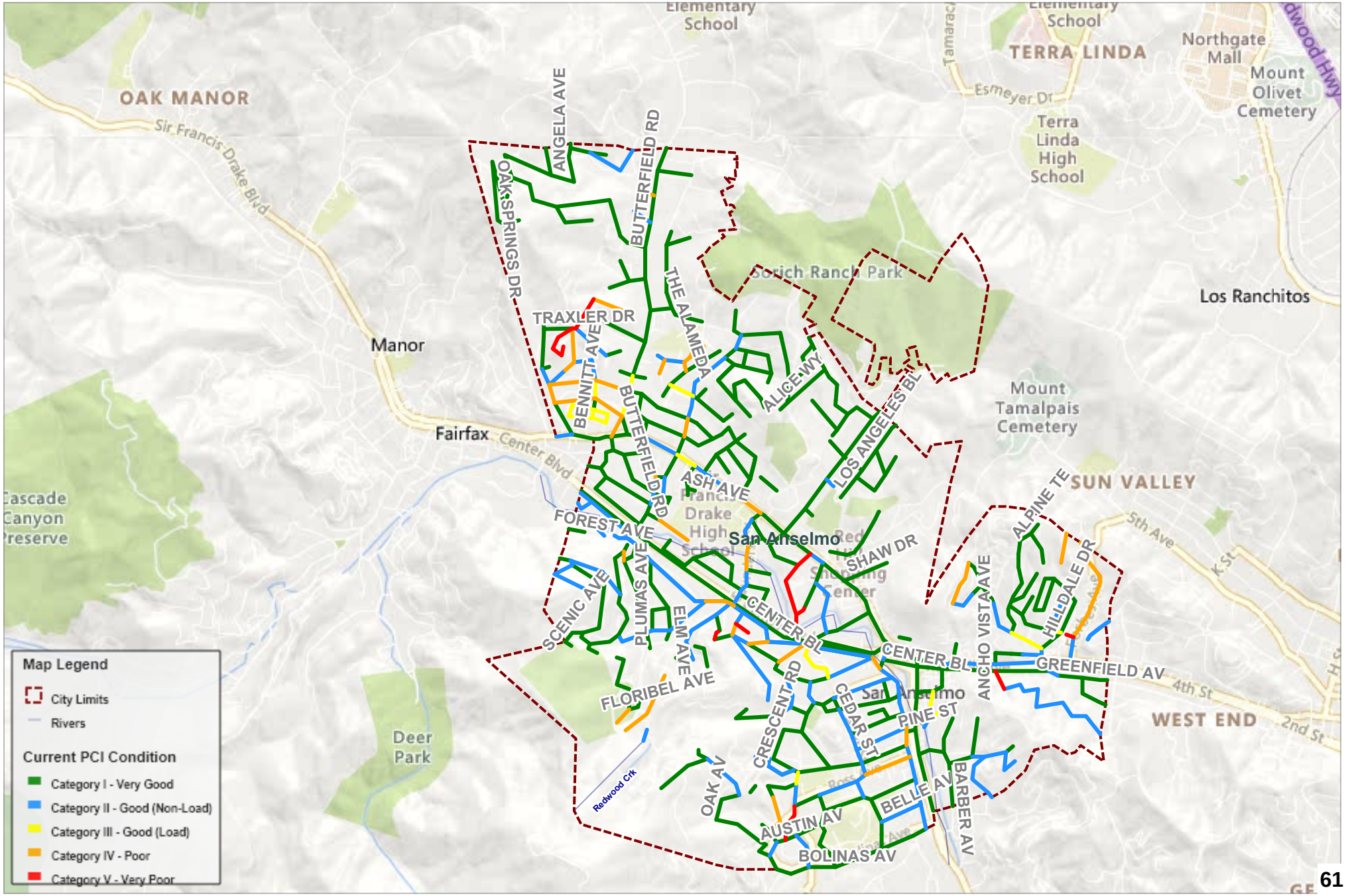
ATTACHMENTS

Attachment 1 – Current PCI Map

Town of San Anselmo

Current PCI Condition

Printed: 9/3/2025



STAFF REPORT

TOWN OF SAN ANSELMO Item 1.5

MEETING DATE: 11/10/25

AGENDA TITLE: Financial Report on Recreation Fund

FROM: Mattie O'Grady – Director of Community Services

RECOMMENDATION: That the Town Council review the Recreation Fund revenue and expenditure report for the period ending October 31, 2025.

BACKGROUND

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

DISCUSSION/ANALYSIS

As of October 31st, 2025, 33% of the fiscal year has elapsed and the Recreation Fund is listed at 42% of projected revenues and 35% of projected expenditures.

Attached are the department's capital outlay budget and the Recreation Fund revenue and expenditure report. For this fiscal year, the Recreation Department has allocated funds to support special events and older adult programming that are not expected to be cost-recoverable.

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

FY		Revenue				Expenditures				Rev Over/(Under) Exp	
		Budget	Actual	%		Budget	Actual	%		$$	%
2025-26		**2,362,320**	**999,714**	**42%**		**2,362,320**	**825,583**	**35%**		**174,130**	**7%**
2024-25		2,210,355	974,247	44%		2,210,355	699,450	32%		274,797	12%
2023-24		1,984,971	976,057	49%		2,284,971	673,549	29%		302,508	15%
2022-23		1,875,414	1,084,858	58%		1,848,926	608,873	33%		475,986	25%
2021-22		1,348,625	841,318	62%		1,460,003	560,186	38%		281,131	21%
2020-21		1,408,125	343,105	24%		1,550,947	429,194	28%		(86,088)	(6%)
2019-20		1,627,269	786,711	48%		1,669,863	616,107	37%		170,604	10%

Attachment 1 - Revenue & Expenditure Report FY 2025-26: Recreation Fund as of 10/31/2025

Attachment 2 – Capital Outlay Report FY 2025-26 as of 10/31/2025

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 00 - UNDESIGNATED						
670 - TRANSFERS OUT	38,815.00	38,815.00	0.00	0.00	38,815.00	100.00%
Department: 00 - UNDESIGNATED Total:	**38,815.00**	**38,815.00**	**0.00**	**0.00**	**38,815.00**	**100.00%**
Department: 61 - SPORTS						
480 - FEES FOR SERVICES	669,000.00	669,000.00	18,957.60	324,545.67	-344,454.33	51.49%
600 - SALARIES AND WAGES	30,120.00	30,120.00	11,384.03	16,141.38	13,978.62	46.41%
602 - EMPLOYEE BENEFITS	2,304.00	2,304.00	0.00	342.04	1,961.96	85.15%
611 - OUTSIDE SERVICES	305,000.00	305,000.00	30,507.04	49,600.56	255,399.44	83.74%
629 - MISCELLANEOUS	44,990.00	44,990.00	6.00	21,627.92	23,362.08	51.93%
Department: 61 - SPORTS Surplus (Deficit):	**286,586.00**	**286,586.00**	**-22,939.47**	**236,833.77**	**-49,752.23**	**17.36%**
Department: 62 - CULTURE						
480 - FEES FOR SERVICES	181,000.00	181,000.00	16,345.00	62,558.00	-118,442.00	65.44%
611 - OUTSIDE SERVICES	110,800.00	110,800.00	35,747.90	40,181.40	70,618.60	63.74%
629 - MISCELLANEOUS	1,500.00	1,500.00	0.00	478.51	1,021.49	68.10%
Department: 62 - CULTURE Surplus (Deficit):	**68,700.00**	**68,700.00**	**-19,402.90**	**21,898.09**	**-46,801.91**	**68.13%**
Department: 63 - CHILD CARE						
480 - FEES FOR SERVICES	1,461,000.00	1,461,000.00	80,545.92	587,115.96	-873,884.04	59.81%
600 - SALARIES AND WAGES	615,904.00	615,904.00	55,344.89	287,298.69	328,605.31	53.35%
601 - RETIREMENT	33,755.00	33,755.00	3,162.93	11,865.85	21,889.15	64.85%
602 - EMPLOYEE BENEFITS	127,125.00	127,125.00	5,982.36	41,681.55	85,443.45	67.21%
611 - OUTSIDE SERVICES	336,200.00	336,200.00	9,001.88	142,465.37	193,734.63	57.62%
622 - DEPARTMENT SUPPLIES	7,000.00	7,000.00	0.00	2,389.58	4,610.42	65.86%
629 - MISCELLANEOUS	42,600.00	42,600.00	881.25	13,602.92	28,997.08	68.07%
Department: 63 - CHILD CARE Surplus (Deficit):	**298,416.00**	**298,416.00**	**6,172.61**	**87,812.00**	**-210,604.00**	**70.57%**
Department: 64 - EVENTS AND OTHER						
480 - FEES FOR SERVICES	31,020.00	31,020.00	5,253.00	19,106.00	-11,914.00	38.41%
611 - OUTSIDE SERVICES	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00%
Department: 64 - EVENTS AND OTHER Surplus (Deficit):	**11,020.00**	**11,020.00**	**5,253.00**	**19,106.00**	**8,086.00**	**-73.38%**
Department: 65 - PROGRAM ADMINISTRATION						
480 - FEES FOR SERVICES	20,300.00	20,300.00	2,456.25	6,388.45	-13,911.55	68.53%
600 - SALARIES AND WAGES	313,039.00	313,039.00	27,773.74	114,851.62	198,187.38	63.31%
601 - RETIREMENT	29,741.00	29,741.00	2,498.78	9,995.12	19,745.88	66.39%
602 - EMPLOYEE BENEFITS	104,879.00	104,879.00	5,730.35	30,683.24	74,195.76	70.74%
610 - TRAINING	7,500.00	7,500.00	-135.00	1,566.67	5,933.33	79.11%
611 - OUTSIDE SERVICES	114,748.00	114,748.00	499.50	23,549.23	91,198.77	79.48%
613 - PUBLICATION / DUES	1,000.00	1,000.00	0.00	28.28	971.72	97.17%
614 - MAINTENANCE	850.00	850.00	0.00	0.00	850.00	100.00%
615 - BUILDING MAINTENANCE	11,000.00	11,000.00	277.00	1,137.99	9,862.01	89.65%
617 - UTILITIES	14,450.00	14,450.00	1,015.08	3,270.04	11,179.96	77.37%
618 - HIRING	4,000.00	4,000.00	0.00	314.87	3,685.13	92.13%
620 - OFFICE SUPPLIES	33,500.00	33,500.00	214.63	10,543.93	22,956.07	68.53%
622 - DEPARTMENT SUPPLIES	11,500.00	11,500.00	308.29	1,967.06	9,532.94	82.90%
Department: 65 - PROGRAM ADMINISTRATION Surplus (Deficit):	**-625,907.00**	**-625,907.00**	**-35,726.12**	**-191,519.60**	**434,387.40**	**69.40%**
Report Surplus (Deficit):	**0.00**	**0.00**	**-66,642.88**	**174,130.26**	**174,130.26**	**0.00%**

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
21 - RECREATION	0.00	0.00	-66,642.88	174,130.26	174,130.26
Report Surplus (Deficit):	**0.00**	**0.00**	**-66,642.88**	**174,130.26**	**174,130.26**

Town of San Anselmo

Budget Report
Account Summary
For Fiscal: 2025-2026 Period Ending: 10/31/2025

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 21 - RECREATION							
Expense							
SubCategory: 619 - MISCELLANEOUS							
21.64.61185	SPECIAL EVENT EXPENSE	10,000.00	10,000.00	544.36	1,852.40	8,147.60	81.48 %
21.64.61200	OLDER ADUILT PROGRAMMING	15,000.00	15,000.00	300.00	725.58	14,274.42	95.16 %
	SubCategory: 619 - MISCELLANEOUS Total:	**25,000.00**	**25,000.00**	**844.36**	**2,577.98**	**22,422.02**	**89.69%**
SubCategory: 631 - CAPITAL OUTLAY - CONSTRUCTION							
21.65.63100	CAPITAL OUTLAY - CONSTRUCTION	300,000.00	300,000.00	0.00	60,218.90	239,781.10	79.93 %
	SubCategory: 631 - CAPITAL OUTLAY - CONSTRUCTION Total:	**300,000.00**	**300,000.00**	**0.00**	**60,218.90**	**239,781.10**	**79.93%**
	Expense Total:	**325,000.00**	**325,000.00**	**844.36**	**62,796.88**	**262,203.12**	**80.68%**
	Fund: 21 - RECREATION Total:	**325,000.00**	**325,000.00**	**844.36**	**62,796.88**	**262,203.12**	**80.68%**
	Report Total:	**325,000.00**	**325,000.00**	**844.36**	**62,796.88**	**262,203.12**	**80.68%**

Group Summary

SubCategory	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 21 - RECREATION						
Expense						
619 - MISCELLANEOUS	25,000.00	25,000.00	844.36	2,577.98	22,422.02	89.69%
631 - CAPITAL OUTLAY - CONSTRUCTION	300,000.00	300,000.00	0.00	60,218.90	239,781.10	79.93%
Expense Total:	**325,000.00**	**325,000.00**	**844.36**	**62,796.88**	**262,203.12**	**80.68%**
Fund: 21 - RECREATION Total:	**325,000.00**	**325,000.00**	**844.36**	**62,796.88**	**262,203.12**	**80.68%**
Report Total:	**325,000.00**	**325,000.00**	**844.36**	**62,796.88**	**262,203.12**	**80.68%**

Fund Summary

Fund		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
21 - RECREATION		325,000.00	325,000.00	844.36	62,796.88	262,203.12	80.68%
	Report Total:	**325,000.00**	**325,000.00**	**844.36**	**62,796.88**	**262,203.12**	**80.68%**

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.1

MEETING DATE: November 10, 2025

AGENDA TITLE: Marin Sanitary Service Rate Increase and Franchise Agreement Amendment

FROM: Finance & Administration

RECOMMENDATION:

1) Conduct a public hearing to consider the proposed 2026 Marin Sanitary Service ("MSS") collection rates.
2) Adopt the attached Resolution establishing maximum rates collected by MSS for solid waste, recycling, and organic waste services, to be effective January 1, 2026, approving the first amendment to the MSS Franchise Agreement, and adopting a Town cost of solid waste services fee and franchise fee for the use of Town property in the provision of solid waste related services. (Attachment 1).

BACKGROUND

Each year, the Town Council conducts a public hearing to set the maximum solid waste, recycling, and organics collection rates that may be charged by Marin Sanitary Service ("MSS"). These rates are determined in accordance with a rate-setting methodology defined in the Town's Franchise Agreement with MSS.

In 2019, the Town Council approved an Amended and Restated Franchise Agreement ("Franchise Agreement") that revised the rate methodology to enhance consistency, transparency, and predictability of annual rate adjustments. The methodology is applied uniformly across all customer classes and is used by other Marin jurisdictions that share similar franchise agreements with MSS, including San Rafael, Larkspur, Ross, Fairfax, the County of Marin, and Las Gallinas Valley Sanitary District.

Each year, the seven participating jurisdictions jointly retain R3 Consulting Group, Inc. to perform an independent review of MSS's rate application. This regional collaboration reduces administrative costs while ensuring a consistent, third-party assessment of the proposed rates.

DISCUSSION

The Franchise Agreement ties MSS's annual compensation to a combination of actual cost-of-service factors and indexed adjustments using the Consumer Price Index (CPI) for Water, Sewer, and Trash Collection (WST). The rate methodology also provides for adjustments related to changes in recyclables market revenue, labor, fuel, insurance, landfill disposal fees, and other operating expenses.

In accordance with the Agreement, MSS submitted its annual rate application on August 29, 2025, requesting an adjustment effective January 1, 2026. R3 Consulting reviewed MSS's rate application, supporting documentation, and underlying financial schedules, and concluded that the proposed rate adjustment is consistent with the approved methodology.

Based on R3's analysis, MSS's calculated 2026 rate revenue requirement for the Town of San Anselmo is $5,492,712, representing an increase of $233,307 over the prior year's revenue requirement of $5,259,405.The resulting overall proposed rate adjustment for calendar year 2026 is 4.04%, compared to the 4.44% increase implemented on January 1, 2025.

Proposed Rates for 2026

Attachment 3 to this report is a rate application letter from MSS. Attachment 4 is a report from R3 that provides its third party, independent assessment of MSS and its application of the rate methodology. This application provides an overall perspective of the proposed rate increase. However, the actual increase in each jurisdiction is based on the application of the methodology to the specific customer base. R3 reviewed the application and all relevant documents and financial schedules with MSS and recommends an increase of 4.04% to the Town of San Anselmo's rates in 2026. As in previous years, staff is recommending that the rate adjustment be applied across the board to all residential, multi-family and commercial service accounts. The new proposed rates reflective of this increase can be found in the exhibit to the attached resolution for this public hearing.

Franchise Fee Amendment

In 2019, as part of the Amended and Restated Franchise Agreement, the Town Council also approved a revision to the Franchise Fee structure to address State unfunded mandates, specifically AB 1826 and SB 1383. Under this revision, MSS pays the Town a fee for the exclusive right to collect solid waste within the Town limits. This fee was increased from 10% to 11% to generate the revenue necessary for the Town to implement the required State mandates. The fee is calculated as a percentage of MSS's gross receipts, and the Franchise Agreement reserves the Town's right to adjust the franchise fee as needed.

The Town conducted a Franchise Fee Study ("Study") to align its fee structure with new legal interpretations resulting from a California Supreme Court ruling clarifying the treatment of municipal franchise fees. (Attachment 1, Exhibit A). To better align with the court ruling, the Town Attorney's Office recommends amending the Franchise Agreement to revise the franchise fee provisions. (Attachment 2). In addition, the attached resolution revises the franchise fee to comport with the Study and be calculated based on cost of service rather than a flat rate (Attachment 1, Exhibit B). This allows the Town to set the franchise fee at an amount equal to or less than $343,222, which is the reasonable market value of the Town property used for solid waste-related services, as determined by negotiations between MSS and the Town.

Accordingly, as reflected in Exhibit B to the attached Resolution, staff recommends that the Town set the franchise fee at $336,498 pursuant to the amount justified by the Study. This adjustment maintains compliance with recent legal standards while ensuring the continued recovery of Town costs associated with the negotiation, administration, and oversight of the Franchise Agreement, as well as the reasonable value of the use of public property for solid waste operations. The proposed franchise fee amendment has no impact to the residents of San Anselmo. This revision has a cost-neutral impact.

CONCLUSION

The Town's Franchise Agreement with MSS provides a clear and transparent methodology for determining annual solid waste collection rates and associated franchise fees. The independent review conducted by R3 Consulting confirms that the proposed 4.04% rate adjustment accurately reflects changes in cost-of-service factors for 2026.

Additionally, the recommended Franchise Fee Amendment aligns the Town's fee structure with current legal requirements and cost-of-service principles, ensuring continued compliance and fiscal transparency.

Staff recommends that the Town Council adopt the attached resolution authorizing the maximum allowable collection rates, adopting the first amendment to the MSS Franchise Agreement, and approving the Franchise Fee Amendment.

FISCAL IMPACT

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

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adoption of the resolution amending the Franchise Agreement, increasing MSS rates and is not a project under California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(4), because the Town's rate approval relates to the funding mechanism of on-going solid waste collection services, which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

ATTACHMENTS

Attachment 1 - Resolution Amending Franchise Agreement, Approving MSS Rates for 2026 and adopting a Town cost of solid waste service fee and franchise fee for the use of Town property (Exhibits A-C)
Attachment 2 – First Amendment to the Amended and Restated Franchise Agreement
Attachment 3 - 2026 MSS Rate Application
Attachment 4 - 2026 MSS Rate Application Review - Final Report - Town of San Anselmo

RESOLUTION NO. xxxx-xxxx

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO APPROVING THE FIRSTAMENDMENT TO THE AMENDED AND RESTATED FRANCHISE AGREEMENT BETWEEN THE TOWN OF SAN ANSELMO AND MARIN SANITARY SERVICE AND AUTHORIZING MAXIMUM RATES COLLECTED BY MARIN SANITARY SERVICE FOR REFUSE AND RECYCLABLE MATERIAL COLLECTION AND DISPOSAL SERVICES TO BE EFFECTIVE JANUARY 1, 2026, AND ADOPTING A TOWN COST OF SOLID WASTE SERVICES FEE AND FRANCHISE FEE FOR THE USE OF TOWN PROPERTY IN THE PROVISION OF SOLID WASTE RELATED SERVICES

WHEREAS, the Town of San Anselmo ("Town") and Marin Sanitary Service ("MSS") entered into a written agreement on November 26, 2019, effective January 1, 2020 ("Franchise Agreement") pursuant to which MSS renders Solid Waste, Recyclable Material and Green Waste collection, processing and disposal services to businesses, residents and government institutions in the Town; and

WHEREAS, the Town and MSS now desire changes to the Franchise Agreement to update the Town fees and franchise fees; and

WHEREAS, Section 6 of the Franchise Agreement provides for maximum rates allowed to be collected by Marin Sanitary Service, to be authorized from time to time by the Town Council; and

WHEREAS, Exhibit C of the Franchise Agreement provides rate schedules, to be authorized by the Town Council; and

WHEREAS, MSS has submitted a rate application request for 2026 using the methodology outlined under Exhibit B of the Franchise Agreement; and

WHEREAS, the Town has conducted a review of said rate application based on a formula determined by MSS's actual cost of service and produced a report concurring with MSS's rate and fee adjustments; and

WHEREAS, Section II(B)(6)(d) of Exhibit B of the Franchise Agreement authorizes the Town to establish and impose fees or charges for benefits conferred, privileges granted, or services or products provided to MSS, or for the Town's reasonable regulatory costs, related to or involving MSS's responsibilities under the Franchise Agreement; and

WHEREAS, Section II(B)(9) of Exhibit B of the Franchise Agreement authorizes the Town to set a franchise fee at any amount equal to or less than the reasonable market value of the Town property, as determined by the parties and set forth in the Franchise Agreement, used by MSS for solid waste-related services; and

WHEREAS, R3 Consulting Group produced a Solid Waste Franchise Fee Study Report, dated November 3, 2025 ("Franchise Fee Study" attached hereto as Exhibit A), which determined the reasonable fees the Town could impose, pursuant to Article XIII C, Section 1 of the California Constitution, to recover its costs of providing specific benefits or privileges, services, and/or products to MSS for the provision of solid waste-related services, the fees the Town could charge to recover its reasonable regulatory costs related to solid waste services, and the reasonable value of Town property used by MSS in its provision of solid waste related services; and

WHEREAS, the Town Council accepts and adopts the Franchise Fee Study, attached hereto as Exhibit A, and finds and determines that the Town's franchise fees and cost of service fees comply with Article XIII C of the California Constitution and are justified by the Town's costs of providing solid waste-related services and reasonable charges for the use of Town property for solid waste services; and

WHEREAS, the Town desires to adopt a Cost-of-Service Fee and an updated Franchise Fee, pursuant to the Franchise Agreement and in amounts that are justified by the Franchise Fee Study; and

WHEREAS, the Cost-of-Service Fee does not exceed the Town's reasonable costs for providing services or products, and/or the Town's reasonable regulatory costs, related to MSS's provision of solid waste-related services; and

WHEREAS, the Franchise Fee does not exceed the fair market value of the Town property used by MSS in the provision of solid waste-related services, as negotiated by the parties and demonstrated by the Franchise Fee Study; and

WHEREAS, the rates for solid waste service are set and imposed by MSS and the Town's Cost-of-Service Fee and Franchise Fee are set by the Franchise Agreement and are the exclusive obligation of MSS. By adopting this resolution, the Town does not intend to impose any rates, fees, or charges on solid waste customers. However, to the extent that the adoption of this resolution results in the Town's imposition of any fees, rates, or charges, on solid waste customers, for services or facilities in connection with a solid waste system, including the franchise fees, those charges are adopted pursuant to California Health and Safety Code section 5471; and

WHEREAS, on November 10, 2025, the Town Council held a duly noticed public hearing to consider the rate application request and receive public testimony thereon; and

WHEREAS, the Town of San Anselmo has determined that such rate and fee adjustments are proper, in the best interest of all citizens, and will promote public health, safety and welfare.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of San Anselmo that:

Section 1. **Recitals Incorporated.** The above recitals are true and correct and are incorporated as findings herein.

Section 2. **Environmental Review.** Pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(4), this action is not a project under CEQA because the Town's rate approval relates to the funding mechanism of on-going solid waste collection services, which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Section 3. Franchise Agreement Amendment. The Town Manager is authorized to execute the First Amendment to the Amended and Restated Collection Agreement of the Town of San Anselmo with Marin Sanitary Service, attached to the staff report accompanying this resolution as Attachment 2.

Section 4. Adoption of Fees. The Town adopts the Cost-of-Service Fee and Franchise Fee set forth in Exhibit B, attached hereto and incorporated herein.

Section 5. Approval of Maximum Rates for 2026. The schedule of maximum rates and fees attached hereto as Exhibit C and incorporated herein by reference, is hereby approved to be collected by Marin Sanitary Service for refuse and recyclable material collection and disposal services, at an increased rate of 4.04% over 2025 rates, to be effective January 1, 2026. Said Exhibit C shall be incorporated as the revised Exhibit C to the Franchise Agreement.

Section 6. Interpretation of Resolution. To the extent the provisions of this resolution conflict with any prior resolutions, the provisions of this resolution shall control.

Section 7. Severability. The Town Council hereby declares every section, paragraph, sentence, clause, and phrase is severable. If any section, paragraph, sentence, clause or phrase of this resolution for any reason is found to be invalid or unconstitutional, such invalidity, or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, sentences, clauses or phrases.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the Town of San Anselmo on the 10th day of November 2025, by the following vote:

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

ABSTAIN: Councilmember:

_____

TARRELL KULLAWAY

MAYOR

ATTEST:

_____

SERGE AVILA

TOWN CLERK

EXHIBIT A – R3 FRANCHISE FEE STUDY

EXHIBIT B – COST OF SERVICE FEE AND FRANCHISE FEE

EXHIBIT C – 2026 RATE SHEET

Exhibit A - R3 Franchise Fee Study

November 3, 2025

Mr. Dave Donery
Town Manager
Town of San Anselmo
submitted via email: ddonery@townofsananselmo.org

SUBJECT: Solid Waste Franchise Fee Study – R3 Report

Dear Mr. Donery,

R3 Consulting Group, Inc. (R3) is pleased to submit the attached Report of Solid Waste Franchise Fee Study (Study) to the Town of Ross (Town). This Report presents our analytical methodology, results and findings, and recommendations regarding the solid waste Franchise Fee paid by the Town's contracted solid waste collection service provider, Marin Sanitary Service (Contractor), per the Refuse and Recyclable Material Collection and Disposal Services Agreement (Agreement) between the Town and the Contractor.

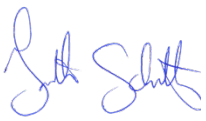
The purpose of this Study was to comprehensively analyze and calculate the following:

- **Town's Costs:** The annual costs to the Town for performing its management, administration, regulatory compliance and enforcement, solid waste collection and clean-up, and other obligations associated with the Contractor's Agreement and the sanitation system.
- **Property Use Charges:** The annual use charge to the Contractor for its special and lasting access to use government property in the public right-of-way for placement of solid waste containers and collection of the solid waste contents.

We found that, as of fiscal year (FY) 2023-24, the Town's Costs were $346,215 and Property Use Charges were $321,463. This Study makes the conservative assumption that costs for calendar year (CY) 2024 were the same as FY 2023-24. Based on the average annual change in the Consumer Price Index (CPI) for All Urban Consumers (CPI-U) for the San Francisco Bay Area of 3.33%, the CY 2025 Town's Costs are projected to be $357,740 and the CY 2025 Property Use Charges are projected to be $332,164. Likewise, for CY 2026, the CPI-adjusted Town's Costs are projected to be $369,650 and Property Use Charges are projected to be $343,222.

We appreciate the opportunity to be of service to the Town. If you have any questions regarding this Report or need additional information, please contact me.

Sincerely,



Garth Schultz | *Principal*
R3 Consulting Group, Inc.
510.292.0853 | gschultz@r3cgi.com

TABLE OF CONTENTS

1. **Executive Summary**
   page 1

2. **Methodology & Calculations**
   page 3

3. **Findings & Conclusions**
   page 9

4. **Recommendations**
   page 10

1. EXECUTIVE SUMMARY

Background

The Town's Agreement with the Contractor is for the collection, processing, and disposal of solid waste from covered waste generators in the Town. The Agreement provides the Contractor with the exclusive right to provide critical aspects of the Town's sanitation system including solid waste collection and the other services and programs included in the Agreement. The Agreement specifies that the Contractor will charge solid waste service subscribers, with the Contractor billing and collecting revenues from subscribers and the Town authorizing the maximum rates that the Contractor may charge pursuant to the rate adjustment methodology included in the Agreement.

Per the Agreement, the Contractor pays the Town a Franchise Fee to cover the costs incurred by the Town in managing, administering, enforcing, and supplementing the services provided in the Agreement, as well as the charge for the use of the public right-of-way for the special and lasting access to use it for set-out and collection of solid waste containers.

Purpose

The purpose of this Study is to identify the potential Franchise Fee amounts that could be considered for recovery through a Franchise Fee paid by the Contractor to the City. There are two components to this analysis. The first component includes the Town's proportionate costs (**Town's Costs**). The second component includes the proportionate charges for the Contractor's use of the public right-of-way (**Property Use Charges**).

Methodology and Findings

To complete this Study, R3 reviewed and analyzed information provided by the Town and the Contractor pertaining to the Town's Costs, Property Use Charges, and impacts on pavement. Using that information, we then calculated the proportionate amounts necessary to cover the Town's costs, including staffing and other costs, use of government property in the public right-of-way, and pavement repair, maintenance, and rehabilitation costs caused by the Contractor's solid waste collection vehicles during the course of providing sanitation service. All calculated amounts in this Study are in current Fiscal Year (FY) 2023-24 dollars. The cover letter to this Study Report includes the CPI-adjusted amounts for CY 2025 and CY 2026, based on the annual adjustment recommendations included herein.

Town's Costs

The annual costs for management, administration, regulatory compliance and enforcement, solid waste collection and clean-up, and other obligations associated with the Contractor's Agreement and the sanitation system includes: staffing salary and benefits, contracted services, capital and equipment depreciation, operations and maintenance, supplies, and overhead for distributed costs including but not limited to property, utilities, insurance, human resources, payroll administration, accounts payable and receivable, and other finance functions.

Staffing costs are calculated based on estimated time allocations (based on historical experience) and other costs are calculated based on estimated share allocations associated with the sanitation system, with distributed overhead applied to both.

- The calculation results are $151,575 in staffing costs and $194,640 in other costs for annual proportionate Town's Costs totaling **$346,215.**

Property Use Charges

The annual charge to the Contractor for use of government property in the public right-of-way is calculated as a function of estimates for the number of solid waste accounts setting out solid waste collection containers in the right-of-way, the set-out area used, the amount of time it is used, and the market value for the per square foot use of the public right-of-way.

- The calculation result for the use of the public right-of-way is a proportionate annual total Property Use Charge of **$321,463.**

Conclusions

Franchise Fee

The FY 2022-23 Franchise Fee paid Contractor to the Town was $538,449 and the projection for FY 2023-24 is approximately $570,481. The sum of FY 2023-24 annual Town's Costs and amounts for Property Use Charges calculated in this Study is **$667,677** which is $97,196 (17%) higher than the projected FY 2023-24 Franchise Fee payments.

- The amount of the Franchise Fee is therefore not more than necessary to cover the Town's costs incurred in managing and administering the Agreement and the sanitation system plus the value of the Contractor's use of the public right-of-way.

Reasonableness of Estimates and Assumptions

In performing calculations, it was necessary to estimate certain values for which information could not be attained, and for which reasonable ranges exist. Where assumptions were necessary for completing calculations, our objective was to apply assumptions on the lower end of the reasonable range.

Had we used other higher assumptions, the results of this Study would have been higher calculated Franchise Fee amounts. Therefore, we conclude that the calculated fee amounts are not higher than necessary to cover the Town's reasonable costs plus the reasonable value of the Contractor's use of the public right-of-way.

Limitations

This Study relies on information provided by the Town and the Contractor, which we have reviewed and analyzed for reasonableness and accuracy but did not independently audit or verify.

As stated above, it was necessary to estimate certain values for which information could not be attained, and for which reasonable ranges are known to exist. Though, changes to estimates and other underlying assumptions may materially change the calculations, we have elected to apply estimates on the low end of reasonable ranges, thus minimizing the potential that changes in calculations would result in different findings. We have reviewed all estimates and assumptions with Town staff and legal counsel and have mutual concurrence on applicability and reasonableness of all such values in this Study.

Finally, the methodology employed by this Study calculates the reasonable values for the Franchise Fee within the context of current laws, regulations, and court rulings. Changes in the legal framework may require revisions to the methodology and findings contained in this Study.

2. METHODOLOGY & CALCULATIONS

Town's Costs

Methodology

R3 reviewed and analyzed information provided by the Town pertaining to the General Fund costs incurred for management, administration, regulatory compliance and enforcement, solid waste collection and clean-up, and other obligations associated with the Contractor's Agreement and the sanitation system.

These costs include any may not be limited to:

- Staffing costs, including salaries and benefits.
- Contracted services.
- Capital and equipment depreciation.
- Capital and equipment operations and maintenance.
- Supplies and materials.
- Overhead for distributed costs such as property, utilities, insurance, human resources, payroll administration, accounts payable and receivable, and other finance functions.

Using the total annual salary, benefit and other cost information provided by the Town we estimated the proportion of costs associated with management and administration of the agreement and the sanitation system. We then calculated the proportionate totals and categorized them by the functions listed in the sections below.

Variables, Estimates and Assumptions

Staffing Costs

Variables associated with salaries and benefits include the allocation of time that positions are dedicated to management and administration of the Agreement and the sanitation system (including time supervising others with primary responsibility for these duties), the amount by which funding of salaries and benefits is paid by the General Fund, and the applicable amount of General Fund overhead.

The estimated time allocation by position category used in this Study (and based on historical experience) is shown in **Table 1**, below and on the following page, along with the explanation for the allocation values.

Table 1: Allocations of Staffing Time by Position

Positions	Time Allocation	Explanation
Town Manager, Town Clerk, Public Works Director and Finance Director	4.5%	Estimated amount of staff time attributed to management and administration of Contractor's Agreement and the sanitation system.
Assistant Public Works Director, Maintenance Workers (4), Senior Maintenance Worker, Public Works Managers (2), Maintenance Supervisor	10%	Estimated allocation based on job duties for management and administration of the Agreement and the sanitation system.

R3 verified with Town staff that the salaries and benefits included in this Study are paid by the General Fund – any non-General Fund portions of positions included in Table 1 have been excluded from the calculations. A General Fund overhead rate of 10% is also applied to the total allocated costs.

Other Costs

Variables associated with the Town's other (i.e., non-salary and benefit) costs include the proportionate allocation of those costs that are for management and administration of the Agreement and the sanitation system, the amount by which these costs are paid by the General Fund, and the applicable amount of General Fund overhead.

The estimated time allocation by cost category used in this Study is shown in **Table 2**, below, along with the explanation for the allocation values.

Table 2: Allocations of Other Costs by Category

Cost Category	Cost Allocation	Explanation
Public Works Maintenance activities for Street Sweeping and Catch Basin Waste Removal.	80%	Estimated allocation based on proportion of waste generation in Town.
Consulting costs for direct management and administration of Agreement and sanitation system, and indirect legal costs associated with same.	100%	All these costs are directly associated with management and administration of the Agreement and the sanitation system.
Tree Trimming for Large Vehicle Access to Curb	50%	Estimated portion of tree trimming costs associated with safety clearances for large vehicles in the public right-of-way.
CalRecycle SB 1383 Compliance Costs	50%	Estimated proportion of costs funded by Climate Action Fund (via transfer from General Fund) that are attributed to SB 1383 Compliance.

R3 verified with Town staff that the other costs included in this Study are paid by the General Fund – any non-General Fund portions of these costs as included in Table 2 have been excluded from the calculations. A General Fund overhead rate of 10% is also applied to the total allocated costs.

Analysis

Direct Management and Administration

This category includes Town staffing and consulting costs for direct management and administration of the Agreement and the sanitation system. Annual staffing costs included in this category amount to $90,944. Other costs include solid waste consulting services provided by R3, for $4,950 in annualized consulting costs. The total calculated cost for this category is **$95,894.**

Indirect Management and Administration

This category includes Town staffing costs for indirect management and administration, including supervision of those responsible for direct management and administration of the Agreement and the sanitation system and associated responsibilities. Annual staffing costs calculated in this category total $60,631. Other costs include estimated annual legal costs of $5,500, for a total calculated cost in this category of **$66,131**.

CalRecycle and SB 1383 Compliance

This category includes Town staff costs and other costs for various activities associated with the Town's need to implement Senate Bill 1383 (Short-Lived Climate Pollutants Act) as well as annual reporting to the State agency, CalRecycle. Annual shared staffing costs (shared with the Town of Fairfax) are calculated in this category total **$57,750**.

Code Enforcement

This category would include Town staffing costs for enforcing the solid waste provisions of the Town's Municipal Code, which could include illegal solid waste accumulations, illegal dumping, littering, improper waste collection setouts, nuisances, and the associated investigations, warnings, notices of violation, and administration of penalties. No costs for these activities are included in this Study.

Street Sweeping

When the Contractor or individual waste generators do not properly manage the collection of solid waste, that mismanaged solid waste tends to end up in the public right-of-way and on streets, where it must be removed by the Town. Street sweeping captures solid waste that ends up in public streets because of improper collection. Most if not all of the solid waste that ends up in the streets is generated by properties that receive solid waste collection services from the Contractor.

For the purposes of this Study, we do not assume that all mismanaged solid waste that ends up on the Town's streets is generated by properties receiving solid waste services. Rather, because there is the possibility that some solid waste collected by street sweeping operations was originally generated by other sources, this Study estimates that only 80% of the solid waste collected by street sweepers was generated by properties receiving solid waste services. This assumption is consistent with other studies conducted by R3 (for the cities of Garden Grove and San Bruno) wherein street sweeping activities were allocated between 77.4% and 90% to the sanitation system.

This category includes Town staffing, capital equipment, and operations and maintenance costs for the Town's street sweeping operations. Allocated annual costs for this category are calculated to be **$87,288.**

Catch Basin Waste Removal

As with street sweeping, solid waste that is not properly managed by waste generators or the Contractor, and not otherwise captured by street sweeping operations, accumulates in catch basins and other trash capture devices in the Town's storm drain system. As with the street sweeping category, we do not assume that all mismanaged solid waste that ends up in catch basins or trash capture devices is generated by properties that receive solid waste services; the 80% estimate used for street sweeping costs is also applied here, and for the same reasons. This category includes Town staffing, capital equipment, and operations and maintenance costs for the Town's catch basin waste removal operations. Allocated annual costs for this category are calculated to be **$10,819.**

Illegal Dumping Clean-up

This category would include Town staffing costs for illegal dumping clean-up as well as costs for outside contractors and service providers for clean-up of un-housed encampments. No costs for these activities are included in this Study.

Public Waste Containers

This category would include Town staff costs and other costs for collection of waste deposited in public waste containers in the public right-of-way and other public locations in the Town. No costs for these activities were identified by the Town and thus none of the costs associated with category are included in this Study.

Waste Collection at Town Events

This category would include Town staff costs and other costs for collection of waste generated and disposed of at Town public events. No costs for these activities were identified by the Town and thus none of the costs associated with category are included in this Study.

Tree Trimming for Vehicle Access to Public Right-of-Way

This category includes the Town's staff costs for trimming of the Town's street trees to provide safe clearance for collection vehicles to collect solid waste from the public right-of-way. Calculated annual costs in this category are **$28,332**.

Annual Total of Town's Costs

Table 3, below, shows the total of the Town's Costs for management and administration of the Agreement and the sanitation system as calculated in this Study, by category.

Table 3: Town's Annual Costs by Category and in Total

Category	Staffing Costs	Other Costs	Total
Direct Management and Administration	$90,944	$4,950	$95,894
Indirect Management and Administration	$60,631	$5,500	$66,131
CalRecycle and SB 1383 Compliance (Outside Staffing Costs)	$-	$57,750	$57,750
Street Sweeping	N/A	$87,288	$87,288
Catch Basin Waste Removal	N/A	$10,819	$10,819
Street Tree Trimming	N/A	$28,332	$28,332
Total Annual Town's Costs	**$151,575**	**$194,640**	**$346,215**

Property Use Charges

Methodology

R3 reviewed and analyzed information provided by the Town and the Contractor pertaining to Property Use Charges for Contractor's use of the public right-of-way for collection of solid waste collection containers. When then calculated the annual Property Use Charges based on:

- The setout area used for collection of solid waste containers (in square feet).
- The amount of time that the area is used.
- The market value for use of the public right-of-way (in dollars per square foot).
- The number of solid waste subscribers setting out collection containers in the public right-of-way.

Using these values, we calculated the market value for the Contractor's use of government property in the Town.

Variables, Estimates and Assumptions

Setout Area

Standard residential solid waste collection setouts include three solid waste collection containers, usually carts with wheels and lids, with one each for garbage, recycling, and organics waste streams. The setout area needed for placement of these containers is inclusive of the width of each container (typically two feet) as well as minimum required space between the containers and other objects such as cars (minimum of one feet). The set-out area also takes up available parking space and is, thus, assumed to extend six feet out from the curb. It should be noted that the Contractor's service guide shows two feet between containers and five feet between containers and other objects, which requires a much larger area than the amounts estimated in this Study. Thus, our estimated average setout area is likely low, and is therefore conservative. Taken altogether, the area for residential setouts is calculated as three containers that are each two feet wide, plus one foot between each container and other objects, for a total area ten feet wide times six feet in depth. The result is 60 square feet of setout area used for collection of solid waste containers in residential areas.

The amount of area used for commercial setouts (in this Study, use of the term commercial also always includes multi-family) can vary widely, as there is no standard commercial subscription size profile – each commercial solid waste subscriber can select from a range of container sizes, with most of them being larger than the containers used in residential areas. Given this complexity, this Study assumes that the average commercial setout area is twice that of the residential setout area, for 120 square feet. This estimate is likely lower than the average setout area needed in commercial areas and is, therefore, conservative.

Setout Time Usage

Standard residential solid waste collection is performed once weekly. Most residential containers are set out the evening prior to collection and are removed from the public right-of-way the following afternoon. Thus, for the purposes of this Study, we assume that collection containers are in the public right-of-way for an average of 18 hours per day, one day per week, which amounts to approximately 10.71% of the time (18 hours divided by 24 per day divided by 7 days per week).

Commercial solid waste subscription setout times can vary widely – just as there is no standard commercial subscription size profile, likewise there is no standard collection frequency. Commercial solid waste subscribers can select collection frequency between once and six times per week, and with different frequencies for different waste streams. Given this complexity, this Study assumes that the average commercial collection frequently is twice weekly, for 12.42% of the time. As with the setout area,

this estimate is likely lower than the average commercial collection frequency and is, therefore, conservative.

Market Value for Use of Public Right-of-Way

The Town's Private Parklet Program established a use charge for the use of the public-right-of way of $5,040 annually, covering use of two parking spaces. That amount is for the use of an area equivalent to two parking spaces, with the typical parking space being 24 feet wide by 8 feet deep for an area of 192 square feet. Therefore, the Town's established annual use charge for the use of the public right-of-way is $5,040 divided by 384 (192 times 2), for a resultant $13.13 per square foot.

Other cities in the Bay Area have also established use charges for use of the public right-of-way, like the Town's program. Other Marin County communities including Fairfax, Larkspur, and San Rafael also have similar use charges, as do other communities including Healdsburg, Oakland, Torrance, and Windsor. The minimum annual use charge per square foot in these communities is $5.21 (Fairfax and Oakland) and the largest is $30.00 (Windsor).

The average annual per square foot use charge, including the Town, is $15.67. To be conservative in our calculations, we use the Town's calculated annual value of $13.13 per square foot rather than the higher average value of $15.67 per square foot.

Number of Subscriptions Setting Out Containers

The Contractor reports that there are 4,167 residential and 295 commercial solid waste service subscribers in the Town. However, not all subscribers set out their containers in the public right-of-way for collection all the time. To account for non-setouts (either because subscribers don't have waste materials to set out or because they receive on-premises service) we assume that only 90% of residential solid waste subscribers set out containers on a regular basis, for a resulting total of 3,750 average residential setouts. It is also understood that most commercial subscribers do not set out containers in the public right-of-way, and therefore we conservatively assume that only 5% of commercial subscribers set out containers on a regular basis, for a resulting total of 15 average commercial setouts.

Analysis and Total Annual Property Use Charges

Calculating the total annual Property Use Charges using the variables, estimates and assumptions from the prior section is a function of multiplication, as shown in **Table 4**, below.

Table 4: Calculation of Total Annual Property Use Charges

Variable Category	Residential	Commercial	Grand Total Annual Property Use Charge
Setout Area	60 SF	120 SF	
Setout Time Usage	10.71%	21.42%	
Annual Use Charge	$13.13 per SF	$13.13 per SF	
Number of Setouts	3,750	15	
Total Annual Property Use Charges	**$316,400**	**$5,062**	**$321,463**

3. FINDINGS & CONCLUSIONS

Franchise Fee

- The FY 2022-23 Franchise Fee paid to the Town was $538,443 and the projection for FY 2023-24 is approximately $570,481.
- R3 calculated estimates of the Town's Costs and Property Use Charges based on actual and estimated cost information provided by the Town, and with conversative assumptions for estimated values.
- The sum of FY 2023-24 annual Town's Costs ($346,215) and Property Use Charges ($321,463) amounts calculated in this Study is $667,677.
- The calculated amounts bear a reasonable relationship to the Contractor's burdens on the Town resulting from the management and administration of the Agreement and the sanitation system, and the reasonable value of the Contractor's use of the public right-of-way. The Town's Costs have been reviewed and confirmed by Town staff as being representative of the actual time and costs incurred for these activities. Amounts of Property Use Charges are proportionately allocated to the Contractor with due recognition of the realities of the Contractor's operations.
- The amounts calculated in this Study are $97,196 (17%) higher than the projected FY 2023-24 Franchise Fee payments. It is highly unlikely, given the justification provided herein, that FY 2023-24 Franchise Fee payments will exceed the amounts calculated in this Study.
- The projected FY 2023-24 Franchise Fee is less than would be justified by the calculations in this Study.
- The Franchise Fee therefore is not more than necessary to cover the Town's costs incurred in managing and administering the Agreement and the sanitation system plus the value of the Contractor's use of the public right-of-way.

4. RECOMMENDATIONS

Restate Franchise Fee

The current franchise fee payments from the Contractor to the Town are calculated at 11% of gross revenues collected from billings in the Town. While these payments do not exceed the Town Costs and Property Use Charges values calculated in this Study, the Town would be better served by restating the Franchise Fee to be a dollar value instead of a percentage of gross revenues.

- We recommend that the Town consider amending the Agreement with the Contractor to set the Franchise Fee at a dollar value not to exceed the sum of the Town Costs and Property Use Charges values calculated by this Study.

Clarify Franchise Fee

The Town's Agreement with the Contractor may also require adjustments to clarify that the Franchise Fee to cover costs incurred by the Town associated with the Agreement and the solid waste utility and the charge for rental of public right-of-way for the set-out and collection of solid waste containers.

- We recommend that the Town work with its legal counsel and consider whether adjustments to the Agreement are necessary, and if necessary, make the adjustments in an amendment.

Annual Adjustments

All values calculated in this Study are in current FY 2023-24 dollars. Given that the Town's Costs an Property Use Charges will all tend to change over time in response to changing staffing, benefits, and other costs, it would be appropriate for the Town to implement an annual adjustment to the Franchise Fee.

- R3 recommends the Town consider including an automatic annual adjustment that would change the fees in proportion to the percentage change in the Consumer Price Index (CPI). We recommend the CPI for All Urban Consumers (CPI-U) for the San Francisco Bay Area (U.S. Bureau of Labor Statistics series ID: CUURS49BSA0).

Sources and Uses Accounting

Currently, the Town's Costs and Property Use Charges are not tied to Franchise Fee revenues in the Town's accounting system. The Town could implement project code accounting and/or enterprise fund accounting for the Franchise Fee to better track source revenues and their uses. In either case, allocated and/or direct staffing and other costs could be tied to source revenues, while the Property Use Charges could be transferred out for general use.

- R3 recommends the Town consider implementing sources and uses accounting practices for Franchise Fee revenues, Town's Costs, and Property Use Charges.

Periodic Recalculation

Over time, the Town's Costs associated with the Agreement and the sanitation system, the value of Property Use Charges for use of the public right-of-way may change in ways that vary from the annual change in the CPI. Additionally, changes in Town policies, programs, procedures, organization, geopolitical boundaries, laws, regulations, court rulings, and/or other factors may also trigger a need for recalculating fees.

- R3 recommends the Town consider updating this Study periodically (e.g., every five years) or more frequently if needed to recalculate fees in response to other factors.

Exhibit B - Cost of Service Fee and Franchise Fee

Exhibit B - Cost of Service Fee and Franchise Fee

The Town adopts the Cost of Service Fee and Franchise Fee set forth below.

Amounts shown are annual calendar year figures effective January 1, 2026 through December 31, 2026.

- Cost of Service Fee - $369,650
- Franchise Fee - $336,498

Effective January 1, 2026, and annually every January 1st thereafter, the Cost of Service Fee and the Franchise Fee shall be adjusted in proportion to the annual percentage change in the Consumer Price Index for All Urban Consumers (CPI-U) for the San Francisco Bay Area (U.S. Bureau of Labor Statistics series ID: CUURS49BSA0). The Vehicle Impact Fee is not subject to annual adjustment.

Exhibit C - 2026 Rate Sheet

EXHIBIT C - SCHEDULE OF RATES

TOWN OF SAN ANSELMO	RESIDENTIAL REFUSE COLLECTION RATES	Rate Increase 4.04%
		Effective 1/1/2026

REOCCURING CHARGES

Residential Service (Bundled service includes 1 landfill (garbage) cart, 2 organics carts, & 1 recycling split cart)

Weekly Service Rates (Billed Quarterly)	Flat rate		ST Rate *	
	Monthly Rate	Quarterly Rate	Monthly Rate	Quarterly Rate
20 gallon cart	$47.83	$143.49	$54.09	$162.27
32 gallon cart	$62.51	$187.53	$68.77	$206.31
64 gallon cart	$125.13	$375.39	$131.39	$394.17
96 gallon cart	$187.69	$563.07	$193.95	$581.85
Low-income 20 gal. cart**	$38.26	$114.78	$43.27	$129.81
Low-income 32 gal. cart**	$50.01	$150.03	$55.02	$165.06
Low-income 64 gal. cart**	$100.10	$300.30	$105.11	$315.33
Low-income 96 gal. cart**	$150.15	$450.45	$155.16	$465.48
Intensive recycler ***	$33.55	$100.65	$39.82	$119.46
Additional Organics Cart Rental (35 or 64 gallon cart)	$3.50	$10.50	$3.50	$10.50
Additional Split Cart Rental (64 or 96 gallon cart)	$3.50	$10.50	$3.50	$10.50

Additional Monthly Charges	Monthly Fee (per cart, each way)	Quarterly Fee
Distance 5' - 50'	$16.92	$50.76
Distance Over 50'	$16.92	$50.76

*ST Rate is the Small Truck Rate.
**Must meet PG&E CARE program eligibility requirements.
***This program has been discontinued as of January 1, 2010. Existing customers will be able to retain this service provided no changes are made to existing level of service (20-gallon landfill cart)
NOTE: We may not be able to accommodate any collection requests NOT at the curb due to a variety of factors including safety, accessibility, and efficiency. Requests to be assessed and approved by Route Manager.

ONE TIME SERVICE FEES

Additional Service Fees per Occurrence	Fee
Return Fees - Off day	$25.00
Return Fees - Same day	$10.00
Resume Service/Late Fee	$35.00
Contamination (cart) any size cart	$30.00
Overload/Overweight (cart)	$25.00
Extra bag garbage	$15.00
Steam Clean (cart)	$15.00
Special Collection	$35.00
Special Handling (Bulky items)	$30.00
Bulky item fees per item	Fees Vary
Cart Strap Set-up Admin Fee	$25.00
20 Gal Cart Replacement Fee	$55.00
32 Gal Cart Replacement Fee	$60.00
64 Gal Cart Replacement Fee	$65.00
96 Gal Cart Replacement Fee	$75.00
64 Gal Split Cart Replacement Fee	$90.00
96 Gal Split Cart Replacement Fee	$100.00

EXHIBIT C - SCHEDULE OF RATES

TOWN OF SAN ANSELMO	COMMERCIAL REFUSE MONTHLY COLLECTION RATES				Rate Increase 4.04%		Effective 1/1/2026
REOCCURING CHARGES	**COMMERCIAL CARTS, BINS, ROLL-OFFS**	***Collections per Week***					**Additional One Time Empty/On Call**
	Garbage	**1**	**2**	**3**	**4**	**5**	**6**	
	*20 gallon cart**	*$53.63*	*$107.26*	*$160.89*	*$214.52*	*$268.15*	*$321.78*	*$ 12.38*
	32 gallon cart	$70.07	$140.14	$210.21	$280.28	$350.35	$420.42	$ 16.17
	64 gallon cart	$140.15	$280.30	$420.45	$560.60	$700.75	$840.90	$ 32.34
	96 gallon cart	$210.23	$420.46	$630.69	$840.92	$1,051.15	$1,261.38	$ 48.51
	1 yard bin	$356.16	$712.26	$1,068.42	$1,424.52	$1,780.65	$2,136.78	$ 82.19
	2 yard bin	$712.31	$1,424.51	$2,136.84	$2,849.03	$3,561.29	$4,273.55	$ 164.38
	3 yard bin	$1,025.93	$2,052.03	$3,078.00	$4,103.96	$5,129.93	$6,155.92	$ 236.75
	4 yard bin	$1,276.92	$2,553.82	$3,830.73	$5,107.67	$6,384.60	$7,661.46	$ 294.67
	5 yard bin	$1,559.26	$3,118.47	$4,677.72	$6,236.98	$7,796.28	$9,355.47	$ 359.83
	6 yard bin	$1,841.59	$3,683.11	$5,524.70	$7,366.28	$9,207.96	$11,049.47	$ 424.98
	10 yard roll-off	$3,069.32	$6,138.52	$9,207.83	$12,277.13	$15,346.60	$18,415.78	$ 708.30
	18 yard roll-off	$5,524.78	$11,049.34	$16,574.09	$22,098.83	$27,623.88	$33,148.40	$ 1,274.95
	20 yard roll-off	$6,138.64	$12,277.04	$18,415.66	$24,554.26	$30,693.20	$36,831.56	$ 1,416.61
	25 yard roll-off	$7,673.30	$15,346.30	$23,019.58	$30,692.83	$38,366.50	$46,039.45	$ 1,770.76
	Organics (F2E or Compost)	1	2	3	4	5	6	**Additional One Time Empty/On Call**
	32 gallon	$34.21	$68.42	$102.63	$136.84	$171.05	$205.26	$7.89
	64 gallon	$68.42	$136.84	$205.26	$273.68	$342.10	$410.52	$15.79
	1 yard	$239.38	$478.76	$718.14	$957.52	$1,196.90	$1,436.28	$55.24
	2 yard	$478.76	$957.52	$1,436.28	$1,915.04	$2,393.80	$2,872.56	$110.48
	3 yard	$718.14	$1,436.28	$2,154.42	$2,872.56	$3,590.70	$4,308.84	$165.72
	10 yard roll-off	$2,148.52	$4,297.04	$6,445.56	$8,594.08	$10,742.60	$12,891.12	$495.81
	18 yard roll-off	$3,867.34	$7,734.67	$11,602.01	$15,469.34	$19,336.68	$23,204.02	$892.46
	20 yard roll-off	$4,297.04	$8,594.08	$12,891.12	$17,188.16	$21,485.20	$25,782.24	$991.62
	25 yard roll-off	$5,371.30	$10,742.60	$16,113.90	$21,485.20	$26,856.50	$32,227.80	$1,239.53
	Garbage Compactors (Per empty)							
	Roll-off Compactor Tipping fee per ton	$158.55	Roll-off Compactor Hauling charge			$356.38		
	Stationary FL (Per Compacted Yard)	$137.71	Roll-off Compactor Special handling			Rates Vary		

Other Charges	Service		Fee	Details
	Lock		$25.00	Monthly fee
	Box rental		Fees Vary	Min. Bi-monthly fee
	Minimum Load	ML	Fees Vary	Monthly fee
	Distance < 50ft		$16.92	Monthly fee per cart, each way
	Distance > 50ft		$16.92	Monthly fee per cart, each way

* Customers must have a sufficient level of service for the volume of material generated. Requests for 20gal carts require assessment and approval of a Route Manager.

NOTE: All container types and sizes may not be available at all locations depending on a variety of factors including safety, accessibility, and efficiency. Requests to be assessed and approved by Route Manager.
On Call rate only available with approval from Route Manager

ONE TIME SERVICE FEES

Commercial One Time Service Fees	Fee	Commercial One Time Service Fees	Fee
Return Fee - **BIN**	$75.00	Lock Set-up Admin Fee	$25.00
Return Fee - **CART** -same day	$10.00	Lock Single Use Fee	$5.00
Return Fee - **CART** -off day	$25.00	Lock Purchase Fee	$20.00
Late Fee/Resume Service Fee	$35.00	Lock Bar Bin Set-up Fee	$75.00
Contamination (**BIN**)	$50.00	Overweight Charge Per Ton*	$205.00
Contamination (**CART**)	$30.00	20 Gal Cart Replacement Fee	$55.00
Overload/Compaction (**BIN**)	$60.00	32 Gal Cart Replacement Fee	$60.00
Overload/Compaction (**CART**)	$25.00	64 Gal Cart Replacement Fee	$65.00
Additional Empty/Bag Garbage	$15.00	96 Gal Cart Replacement Fee	$75.00
Additional Empty **BIN**	Fees vary	64 Gal Split Cart Replacement Fee	$90.00
Extra Bag Yard Waste	$15.00	96 Gal Split Cart Replacement Fee	$100.00
Steam Clean (1-6 yard **BIN**)	$95.00	Bin Repair/Replacement Fee**	Fees vary
*Boxes exceeding 300lbs/yard	$15.00		
Steam Clean (**COMPACTOR/ROLL-OFF**)	$225.00		

**Fees vary by size up to $1,200, not to exceed current replacement value.

EXHIBIT C - SCHEDULE OF RATES

TOWN OF SAN ANSELMO	MULTI-FAMILY MONTHLY COLLECTION RATES				Rate Increase 4.04%		Effective 1/1/2026
MFD CARTS, BINS, ROLL-OFFS	***Collections per Week***						
Garbage	1	2	3	4	5	6	**Additional One Time Empty/On Call**
*20 gallon cart**	*$47.83*	*$95.66*	*$143.49*	*$191.32*	*$239.15*	*$286.98*	*$ 11.04*
32 gallon cart	$62.51	$125.02	$187.53	$250.04	$312.55	$375.06	$ 14.43
64 gallon cart	$125.02	$250.04	$375.06	$500.08	$625.10	$750.12	$ 28.85
96 gallon cart	$187.53	$375.06	$562.59	$750.12	$937.65	$1,125.18	$ 43.28
1 yard bin	$356.16	$712.26	$1,068.41	$1,424.52	$1,780.65	$2,136.78	$ 82.19
2 yard bin	$712.31	$1,424.51	$2,136.82	$2,849.03	$3,561.29	$4,273.55	$ 164.38
3 yard bin	$1,025.93	$2,052.03	$3,078.00	$4,103.96	$5,129.93	$6,155.92	$ 236.75
4 yard bin	$1,276.93	$2,553.82	$3,830.73	$5,107.67	$6,384.56	$7,661.46	$ 294.68
5 yard bin	$1,559.26	$3,118.49	$4,677.72	$6,236.98	$7,796.26	$9,355.47	$ 359.83
6 yard bin	$1,841.59	$3,683.15	$5,524.70	$7,366.28	$9,207.96	$11,049.47	$ 424.98
10 yard roll-off	$3,069.32	$6,138.52	$9,207.83	$12,277.13	$15,346.60	$18,415.78	$ 708.30
18 yard roll-off	$5,524.78	$11,049.34	$16,574.09	$22,098.83	$27,623.88	$33,148.40	$ 1,274.95
20 yard roll-off	$6,138.64	$12,277.04	$18,415.66	$24,554.26	$30,693.20	$36,831.56	$ 1,416.61
25 yard roll-off	$7,673.30	$15,346.30	$23,019.58	$30,692.83	$38,366.50	$46,039.45	$ 1,770.76
Organics	1	2	3	4	5	6	**Additional One Time Empty/On Call**
Additional Organics Cart Rental (35 gallon cart) *after 4 TOTAL carts per cart per month*	$3.50	NA	NA	NA	NA	NA	NA
Additional Organics Cart Rental (64 gallon cart) *after 4 TOTAL carts per cart per month.*	$3.50	NA	NA	NA	NA	NA	NA
1 yard	$239.38	$478.76	$718.14	$957.52	$1,196.90	$1,436.28	$55.24
2 yard	$478.76	$957.52	$1,436.28	$1,915.04	$2,393.80	$2,872.56	$110.48
3 yard	$718.14	$1,436.28	$2,154.42	$2,872.56	$3,590.70	$4,308.84	$165.72
Garbage Compactors (Per empty)							
Roll-off Compactor Tipping fee per ton	$158.55	Roll-off Compactor Hauling charge			$356.38		
Stationary FL (Per Compacted Yard)	$137.71	Roll-off Compactor Special handling			Rates Vary		

REOCCURING CHARGES

Other Charges	Service		Fee	Details
	Lock		$25.00	Monthly fee
	Box rental		Fees Vary	Min. Bi-monthly fee
	Minimum Load	ML	Fees Vary	Monthly fee
	Distance < 50ft		$16.92	Monthly fee per cart, each way
	Distance > 50ft		$16.92	Monthly fee per cart, each way

* Minimum service level is 32 gallons per unit or equivalent volume. Decrease to 20 gallon per unit is subject to company review and approval.

NOTE: Up to four (4) Organics carts provided at no additional charge. Additional carts may be rented for a nominal monthly fee.

NOTE: All container types and sizes may not be available at all locations depending on a variety of factors including safety, accessibility, and efficiency. Requests to be assessed and approved by Route Manager.

On Call rate only available with approval from Route Manager

ONE TIME SERVICE FEES

MFD One Time Service Fees	Fee	MFD One Time Service Fees	Fee
Return Fee - **BIN**	$75.00	Lock Set-up Admin Fee	$25.00
Return Fee - **CART** -same day	$10.00	Lock Single Use Fee	$5.00
Return Fee - **CART** -off day	$25.00	Lock Purchase Fee	$20.00
Late Fee/Resume Service Fee	$35.00	Lock Bar Bin Set-up Fee	$75.00
Contamination (**BIN**) Per Yard	$50.00	Overweight Charge Per Ton*	$205.00
Contamination (**CART**)	$30.00	20 Gal Cart Replacement Fee	$55.00
Overload/Compaction (**BIN**)	$60.00	32 Gal Cart Replacement Fee	$60.00
Overload/Compaction (**CART**)	$25.00	64 Gal Cart Replacement Fee	$65.00
Additional Empty/Bag Garbage	$15.00	96 Gal Cart Replacement Fee	$75.00
Extra Bag Yard Waste	$15.00	64 Gal Split Cart Replacement Fee	$90.00
Additional Empty Garbage	Fees vary	96 Gal Split Cart Replacement Fee	$100.00
Steam Clean (**BIN**)	$95.00	Bin Repair/Replacement Fee**	Fees vary
Steam Clean (**CART**)	$15.00		
Steam Clean (**COMPACTOR/ROLL-OFF**)	$225.00		

*Boxes exceeding 300lbs/yard

**Fees vary by size up to $1,200, not to exceed current replacement value.

FIRST AMENDMENT TO THE
AMENDED AND RESTATED FRANCHISE AGREEMENT FOR SOLID WASTE, RECYCLING, AND ORGANIC WASTE SERVICES OF THE TOWN OF SAN ANSELMO WITH MARIN SANITARY SERVICE

THIS FIRST AMENDMENT to the Amended and Restated Franchise Agreement for Solid Waste, Recycling, and Organic Waste Services between the Town of San Anselmo (Town) with Marin Sanitary Service (Company) is made and entered into this 10th day of November, 2025.

WHEREAS, on November 26, 2019, the Town and Company entered into an Amended and Restated Franchise Agreement for Solid Waste, Recycling, and Organic Waste Services which took effect January 1, 2020 ("Franchise Agreement"); and

WHEREAS, pursuant to the Franchise Agreement, the Company renders Solid Waste, Recyclable Material and Green Waste collection, processing and disposal services to businesses, residents and government institutions in the Town; and

WHEREAS, the Town and Company have negotiated and agreed to revisions in definitions, terms and conditions regarding fees paid by Company to Town as reflected in this First Amendment to the Franchise Agreement.

NOW THEREFORE, the Parties hereby mutually agree to the following amendments to the Franchise Agreement:

1. **Section 16. Use of Streets,** shall be repealed and replaced in its entirety as follows:

   Reserved.

2. **Section 17. Franchise Fee,** shall be repealed and replaced in its entirety as follows:

   Company shall pay to the Town a Cost-of-Service Fee, Franchise Fee and other fees, as determined by the Parties or the Town Council, to compensate the Town for its solid waste-related costs, the impacts to Town property, and the value of the Company's use of Town property for solid waste related services. The fees are set forth in Exhibit B (Collector's Rate Revenue Requirement and Rate Adjustment).

3. **Exhibit B – Collector's Rate Revenue Requirement and Rate Adjustment,** is amended as follows:

   Section II. B.6.d. Forecasted Other Agency Fees Expense, is repealed and replaced in its entirety as follows: "The Town Council may establish and impose, by ordinance or resolution, fees or charges for benefits conferred, privileges granted, or services or products provided to Company, or for the Town's reasonable regulatory costs, related to or involving Company's responsibilities under this Agreement, including, without limitation, the responsibilities set forth in Exhibit A. "

Section II.B.9. Forecasted Franchise Fees Expense, is repealed and replaced in its entirety as follows: "Town and Company agree that Company will pay Town a franchise fee for the value of Town property used by Company to provide solid waste-related services. The Franchise Fee for use of Town property shall be in an amount determined by the parties to reflect the reasonable value of Town property used in Company's provision of solid waste-related services and for Company's purposes and/or responsibilities under this agreement. The Franchise Fee shall not exceed the reasonable market value of the Town property. For calendar year 2026 the parties have determined, based on available data, that the value of the Town property used by Company for the provision of solid waste-related services shall not exceed $343,222. The parties further agree that the reasonable market value of the Town property will increase annually in proportion to the annual percentage change in the Consumer Price Index for All Urban Consumers (CPI-U) for the San Francisco Bay Area (U.S. Bureau of Labor Statistics series ID: CUURS49BSA0). Town may set the franchise fee, by ordinance or resolution, at any amount equal to or less than the reasonable market value of the Town property, as determined by the parties and set forth in this agreement."

Section III.F. Franchise Fees, is revised as follows: "The Forecasted Franchise Fees category for the Rate Year shall be determined in accordance with Section II.B.9 above."

Section III.G. Other Agency Fees, is revised as follows: "The Forecasted Other Agency Fees category for the Rate Year shall be determined in accordance with Section II.B.6.d above."

4. **Town and Company agree and acknowledge that,** except as explicitly modified by this First Amendment, the Franchise Agreement remains in full force and effect.

FIRST AMENDMENT TO THE
AMENDED AND RESTATED FRANCHISE AGREEMENT FOR SOLID WASTE, RECYCLING, AND ORGANIC WASTE SERVICES OF THE TOWN OF SAN ANSELMO WITH MARIN SANITARY SERVICE

IN WITNESS WHEREOF, the parties hereto have executed this Third Amendment the day and year first above written.

_____	_____
Date (month, day and year)	Date (month, day and year)
Marin Sanitary Service	Town of San Anselmo
By: _____	By: _____
President	Town Manager
By: _____	By: _____
Secretary	Town Clerk
	APPROVED AS TO FORM:
	By: _____
	Town Attorney

Marin SANITARY SERVICE
CONSERVATION — OUR EARTH, OUR MISSION, OUR JOB

August 29, 2025

Sent via e-mail

Mr. John Stefanski
Assistant City Manager
City of San Rafael

Ms. Julie Bryant
WM Program Manager Town Manager
County of Marin

Mr. Daniel Schwarz
City Manager
City of Larkspur

Ms. Christa Johnson
Town Manager
Town of Ross

Mr. Curtis Paxton
General Manager
Las Gallinas Valley Sanitary District

Ms. Heather Abrams
Town Manager
Town of Fairfax

Mr. Dave Donery
Town Manager
Town of San Anselmo

Mr. Garth Schultz
Principal
R3 Consulting Group

Subject: 2026 Combined Service Area Rate Application

Dear Ms. Bryant, Abrams, Johnson, and Messrs. Stefanski, Paxton, Schwarz, Donery, and Schultz

Attached is Marin Sanitary Service's (MSS) rate calculation for rates to be effective January 1, 2026, in our combined service area. The 2026 Rate Application has been prepared in accordance with Exhibit B, Collector's Rate Revenue Requirement and Rate Adjustment methodology. This methodology was ratified by the Marin Franchisors' Group (MFG) during the 2019 Rate Application process. The same methodology was adopted by the Town of Fairfax and the Town of San Anselmo in 2019, during the 2020 Rate Application process.

Overview

Exhibit B specifies that the 2026 Rate Application is to be prepared utilizing the Indexed Rate Revenue Requirement methodology. This means that a majority of MSS's operating costs are adjusted by the change in the June Consumer Price Index for Water and Sewer and Trash Collection, US city average, (referred to as the WST index).

1050 Andersen Drive, San Rafael, CA 94901
p: (415) 456-2601 f: (415) 456-7595
www.marinsanitaryservice.com

CLIMATE ACTION LEADER

For this application the June WST index was calculated at 5.39%, but was capped at 5% per the contract. Other operating costs such as Garbage Landfilling, Organics Processing, Recyclable Materials Processing, Zero Waste Marin Fees, and Other Agency Fees are adjusted based upon projections or other methods to arrive at 2026 costs. Extraordinary costs for recycling property insurance and SB1383 implementation costs have been reflected consistent with prior year. These adjusted expenses, plus Franchise Fees and Collector Profit, are totaled for the 2026 Rate Revenue Requirement.

The 2026 Rate Revenue Requirement is calculated individually for each jurisdiction to account for varying Franchises Fees and Other Agency Fees. The 2026 Rate Revenue Requirement is then divided by the 2025 Rate Revenue Requirement to arrive at the 2026 Rate Adjustment Factor for each jurisdiction.

Overall rates were between 3.6% and 4% for each jurisdiction. Notable changes in the rate included an increase in organic processing resulting from an increase in green waste processing cost at the land fill. This was partly offset by a decrease in our recyclable material processing as a result of wine and spirt bottles' inclusion in the California redemption value program.

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

As always, we remain at your disposal.

Patty Garbarino
President

Cc: Jason Raleigh, Marin Sanitary Service
Justin Wilcock, Marin Sanitary Service
Dale McDonald, Las Gallinas Valley Sanitary District
Cory Bytof, City of San Rafael
Berenice Davidson, County of Marin
Shannon O'Hare, City of Larkspur
Jim Howison, R3 Consulting Group

Marin Sanitary Service
Combined Service Area Rate Application
COLLECTOR'S RATE REVENUE REQUIREMENT AND RATE ADJUSTMENT
INDEXED YEAR - RATE YEAR 2026

	MSS Service Area Total	Marin Franchisor's Group Total	San Rafael	Larkspur	County	San Anselmo	LGVSD	Fairfax	Ross
Collector Operations	37,510,081	32,309,717	20,803,241	5,037,330	3,132,096	3,494,561	2,680,888	1,705,803	656,163
Garbage Landfilling and Organics Processing	6,535,478	5,357,642	3,403,540	855,471	531,912	748,641	455,285	429,195	111,434
Change in Law - SB 1383 Costs	402,576	345,612	221,634	56,009	34,956	38,167	26,008	18,797	7,005
Change in Scope - San Rafael Illegal Dumping Pilot	(59,925)	(59,925)	(59,925)						
Subtotal for Profit Calculation	44,388,210	37,953,046	24,368,489	5,948,810	3,698,964	4,281,369	3,162,181	2,153,795	774,602
Collector Profit (90.5% Operating Ratio)	4,659,536	3,984,021	2,558,018	624,461	388,289	449,425	331,942	226,089	81,312
Recyclable Materials Processing	814,491	681,656	433,034	108,842	67,675	82,849	57,926	49,987	14,178
Interest	793,406	717,436	455,765	114,555	71,228	48,821	60,967	27,148	14,922
Zero Waste Marin Fees	694,172	585,446	371,915	93,480	58,124	69,056	49,750	39,670	12,177
Franchise Fees	6,067,209	5,157,818	3,209,993	831,388	781,093	622,148	193,448	287,243	141,896
Other Agency Fees	2,337,525	2,176,025	1,480,601	568,400	127,024	84,000	-	77,500	-
Annual Rate Revenue Reconciliation	216,443	221,702	140,840	35,400	22,011	58,661	18,840	(63,920)	4,611
Extraordinary Item - Recycling Property Insurance	179,173	149,953	95,260	23,943	14,887	18,225	12,743	10,996	3,119
Total 2026 Rate Revenue Requirement	60,150,165	51,627,103	33,113,915	8,349,279	5,229,295	5,714,554	3,887,797	2,808,508	1,046,817
Total 2025 Rate Revenue Requirement	57,935,785	49,737,953	31,895,957	8,060,385	5,030,572	5,492,712	3,742,906	2,705,120	1,008,133
2026 Rate Revenue Adjustment	3.82%	3.80%	3.82%	3.58%	3.95%	4.04%	3.87%	3.82%	3.84%

REPORT

Town of San Anselmo

Review of Marin Sanitary Service's 2026 Rate Application

submitted electronically: November 3, 2025

R3 CONSULTING GROUP, INC.
RESOURCES · RESPECT · RESPONSIBILITY

R3 CONSULTING GROUP, INC.
RESOURCES · RESPECT · RESPONSIBILITY

November 3, 2025

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

SUBJECT: Report – Review of Marin Sanitary Service's 2026 Rate Application

Dear Mr. Donery,

R3 Consulting Group, Inc. (R3) is pleased to submit this report detailing the results of our review of Marin Sanitary Service's (MSS's) 2026 rate application for the Town of San Anselmo.

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

This report summarizes results from our review of MSS's 2026 indexed rate application per the streamlined rate setting methodology established in 2019. The methodology is described in the amended Exhibit B to the Franchise Agreement that the Town holds with MSS.

* * * * *

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

Sincerely,

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

1. FINDINGS

Executive Summary

On August 29, 2025, MSS submitted its application for an increase to its solid waste rates, to be effective January 1, 2026. This is an indexed year rate adjustment, which primarily projects compensation due to MSS based on the applicable Water-Sewer-Trash CPI Index (WST). Based on our review of the rate application, R3 concurs with MSS's calculated 2026 rate revenue requirement of $5,714,554, which is $221,842 higher than the 2025 rate revenue requirement of $5,492,712. The corresponding adjustment to the Town's solid waste rates for 2026 is 4.04%, based on January 1, 2026 effective date.

Table 1: 2026 Rate Adjustment Summary

Compensation Category	2025	2026	Dollar Change	Percentage Change	Adjustment to Rates
Collector Operations	3,328,154	3,494,561	166,408	5.00%	3.03%
Garbage Landfilling and Organics Processing	702,775	748,641	45,866	6.53%	0.84%
SB 1383 Compliance	38,968	38,167	(801)	-2.05%	-0.01%
Profit Calculation	427,227	449,425	22,198	5.20%	0.40%
Recyclable Materials Processing	123,835	82,849	(40,986)	-33.10%	-0.75%
Interest	46,496	48,821	2,325	5.00%	0.04%
Zero Waste Marin Fees	53,434	69,056	15,622	29.24%	0.28%
Franchise Fee and Other Fees	680,242	706,148	25,906	4.34%	0.47%
Annual Rate Revenue Reconciliation	72,328	58,661	(13,667)	-18.90%	-0.25%
Recycling Property Insurance	19,254	18,225	(1,029)	-5.34%	-0.02%
Total Annual Rate Revenue Requirement / Rate Adjustment	**$5,492,712**	**$5,714,554**	**$221,842**		**4.04%**

2026 Rate Adjustment Details

Collector Operations

Collector Operations compensates MSS for labor, benefits, general and administrative, depreciation and lease, maintenance, fuel and oil. Per Exhibit B, compensation for Collector Operations is adjusted using the CPI index for Water and Sewer and Trash Collection. R3 used publicly available Bureau of Labor Statistics data to verify the calculated increase of 5.00% to Collector Operations. Per Exhibit B, the rate adjustment is subject to a 2.5% minimum and a 5% maximum rate cap for MSS's collection operations. The result is $3,494,561 in Collector Operations for the Town in 2026, which is an increase of $166,408 compared to 2025.

Garbage and Organics Tipping Fees

Garbage Landfilling and Organics Processing tipping fee projections are calculated using actual tonnages collected from January 1 through June 30, 2025, which are then annualized to project total 2025 tonnages. Those tonnages are then multiplied by the projected 2026 tipping fees calculated in accordance with Exhibit B. This is based on the actual per ton tipping fees for each waste stream category, or if unavailable, projected tipping fees are calculated using the current year per ton tipping fees escalated by the change in WST— subject to a minimum increase of 2.5% and a maximum increase of 5.0%.

R3 reviewed MSS's projected 2025 tons and the 2026 per ton tipping fees for residential garbage, residential green waste/organics, commercial garbage, commercial mixed waste for processing, commercial food scraps, and MSS-served Agencies' waste delivered to MSS. Per Exhibit B, R3 confirmed that MSS materially correctly projected tons by category using annualized actual tons for the first six months of the current rate year and, as actual tipping fees are unavailable, applied the 5.0% WST adjustment to project 2026 per ton tip fees. The result is $748,641 in Garbage and Organics Tipping fees for the Town in 2026, which is an increase $45,866 compared to 2025.

Compliance with SB 1383

MSS is requesting continued revenue in association with SB 1383 with the goal of increasing compliance with the State of California's organics state mandate(s). The company will continue to provide compliance monitoring and inspection services, contamination monitoring, outreach and education, and reporting functions on behalf of the Town. The total 2026 revenue recovery for these new SB 1383 compliance measures for MSS is $38,167, or a decrease of $801 or 2.05% from 2025.

Profit Calculation

R3 reviewed the calculation of MSS's profit, which is a function of total allowable operating expenses $4,281,369 for the Town – the sum of Collector Operations, Garbage Landfilling and Organics Processing, and SB 1383 Compliance) divided by the contractually set operating ratio of 90.5% and subtracting the same sum ($4,281,369), rounded to the nearest dollar. MSS's actual profit achievement will vary depending on the company's real revenues and expenses; as such, profit is not guaranteed. The result is $449,425 in Calculated Profit for the Town in 2026, which is an increase of $22,198 compared to 2025. The increase is due to increases in allowable operating expenses for Collector Operations, Garbage Landfilling and Organics Processing, and SB 1383 Compliance, described in the sections above.

Recyclable Materials Processing

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

The recyclable materials revenue amount is calculated based on 90% of the total revenue received by the Marin Recycling Center for recyclable materials, which is then divided by the number recyclable material tons processed at Marin Recycling Center. The calculation does not include income or tons from recyclable materials processed for third parties or agencies that were not customers of MSS or the Marin Recycling Center as of December 31, 2018. For Rate Year 2026, the resulting Net Recyclable Materials Processing Cost Per Ton is $49.64, a decrease of $23.94 from the 2025 value of $73.58. The primary driver of this change is that CRV is now collected on wine and spirit containers. The result is $82,849 in Recyclable Materials Processing costs for the Town in 2026, which is an decrease of $40,986.

Interest

Interest is based on MSS's actual interest from its loan amortization schedules for actual and projected capital expenditures for services under the Agreement as of the last base year review in 2019. This is increased in the same manner as Collector Operations, as described above, via WST annually. The result is $48,821 in interest for the Town in 2026, which is an increase of $2,325 compared to 2025.

Zero Waste Marin Fees

Zero Waste Marin Fees are set as a pass-through as government fees and, per Exhibit B to the agreements, changes in such fees result in appropriate adjustments to rates to compensate MSS for increases or decreases in such fees. Zero Waste Marin fees included in the annual indexed rate applications for the MSS service area are set to be equal to the current Zero Waste Marin Fee assessments for the current fiscal year, with 100% of the MSS hauler fees passed through to the MSS Agencies, and with none of the MSS Transfer Station fees passed through to the MSS Agencies. The result is $69,056 in Zero Waste Marin Fees for the Town in 2026, which is a decrease of $15,622 compared to 2025. The decrease is due to grant funding obtained by Zero Waste Marin.

Franchise Fee and Town Cost of Service Fee

R3 understands that the Town will consider setting the calendar year 2026 franchise fee at $336,498 based on the results of R3's separate study of the Town's reasonable charge for use of government property in the public right-of-way. Likewise, R3 understands that the Town will consider setting the calendar year cost of service fee, to reimburse the Town for its reasonable costs associated with its management and administration of the MSS Agreement and the overall sanitation system, at $369,650. The calendar year 2026 annual total will be $706,148, which is an increase in Town fees of $25,906 over 2025 fee amounts.

Annual Rate Revenue Reconciliation

The Rate Revenue Reconciliation item is to reconcile the projected rate revenue from the 2024 rate adjustment to the actual revenue collected through rates charged during the 2024 rate year. MSS experienced a shortfall of $58,661 in 2024 billed revenues in the Town compared to the 2024 revenue requirement. That amount is therefore included in the 2026 rate application as line item contributing towards the total 2026 revenue requirement. The $58,661 amount of rate revenue reconciliation from 2024 and applicable to 2026 is a reduction compared to the $72,328 from 2023 that was applicable to the 2025 revenue requirement. Therefore, the overall impact to the 2026 revenue requirement is a decrease of $13,667, reducing the overall 2026 rate adjustment by 0.25%.

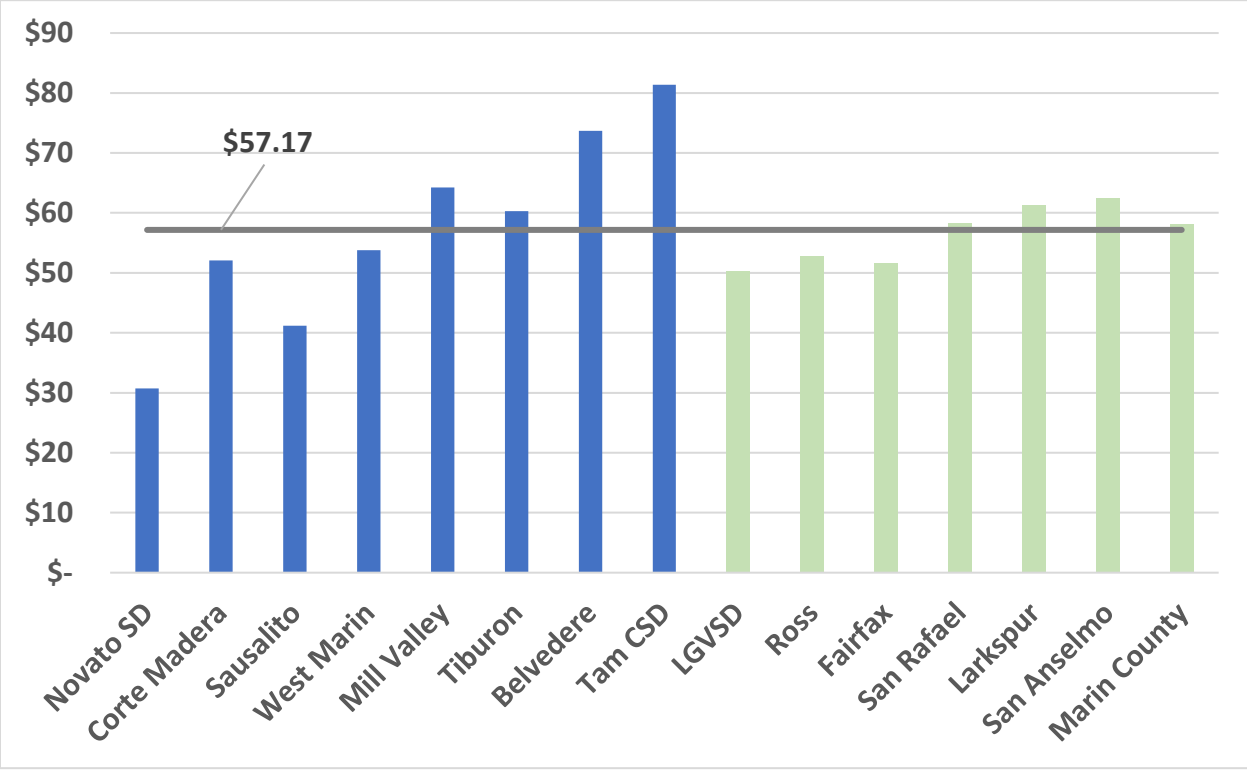
Recycling Property Insurance

Property insurance for recycling processing facilities has gone up across the country due to due to fire risks from lithium batteries. MSS has had no such claims but has received rate increases based on its risk profile. MSS has previously and separately briefed the Agencies on this item, and R3 is aware of the market circumstances surrounding it. R3 finds that this extraordinary item is supported and reasonable. The result is $18,225 in Recycling Property Insurance for the Town in 2026, which is an decrease of $1,029 compared to 2025.

Survey of Comparable Rates

Figure 1 illustrates R3's survey of solid waste rates as of October 2025 for agencies located throughout the Marin County. These survey results are presented as an indication of the reasonableness of the resulting rates for 2026. For comparison purposes, agencies serviced by Marin Sanitary Services (MSS) are designated in green and represent the proposed pricing for 32-gallon cart, including the current rate increase. Other, non-MSS service agencies are designated in blue and are current pricing, though price increases are expected for 2026 as well. The average cost for the 30–35-gallon cart for non-MSS service agencies is represented by the grey line is $57.17. The 32-gallon cart is projected to cost $62.51 per month for the flat regions of the Town. The Town's commercial rates for a 3-cubic yard bin serviced one time per week will be $1,025.93 compared to $986.09 the previous year.

Figure 1: Comparison of MSS's 2026 Rates to Other Marin County Agencies



STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.2

MEETING DATE: November 10, 2025

AGENDA TITLE: General Plan Update: Draft Goals, Policies, and Actions (Part 1)

FROM: Heidi Scoble, Community Development Director
O'Rourke and Associates

RECOMMENDATION: Review and provide feedback on the draft goals, policies, and actions for the General Plan Update (GPU) project (see **Attachments 1, 2,** and **3**).

SUMMARY

This staff report presents the draft goals, policies, and actions (GPAs) for the General Plan Update (GPU) project for review and feedback. These GPAs, shaped by extensive community engagement and policy direction collected over the past 1.5 years, cover the Land Use and Community Design, Open Space and Conservation, and Sustainability, Climate Change, and Resiliency Elements of the General Plan.

The draft GPAs would serve as a foundational tool to guide Town decisions over the 20-year lifespan of the updated General Plan. Staff recommend the Town Council review and provide feedback on the draft GPAs (see **Attachments 1, 2,** and **3**).

BACKGROUND

General Plan Update Process

The Town of San Anselmo is currently in the process of updating its General Plan, an overarching policy document that will guide the Town's growth and development over the next 20 years. The project is expected to span two years, with the adoption of an updated General Plan and accompanying Environmental Impact Report (EIR) at project culmination in 2026.

General Plan Requirements

General Plans are governed by California Government Code Section 65302 and are divided into the following mandatory elements: land use, transportation and circulation, housing, conservation, open space, safety, and noise.[1] The State also allows and provides guidance to local governments to include additional optional elements on topics

[1] The Safety Element and Housing Element were updated and adopted separately in 2023.

that reflect the specific needs and circumstances of a community. The Town Council opted to include the following optional elements in the General Plan Update: public facilities, parks and recreation, economic development, sustainability and climate change, and community design.[2]

Community Engagement

To inform the General Plan Update process, the Town has conducted extensive community outreach to inform existing conditions and establish the community's vision for the future. To date, the Town has attended 69 events or activities to solicit input on the General Plan Update (see a summary in **Attachment 4**).

The project has been presented to the Town Council on several occasions, including initiation of the General Plan Update in November 2023, selection of a consultant team for the project in April 2024, appointment of GPAC members in June 2024, review of the draft vision statement and guiding principles in October 2024, and review of the draft land use map in September 2025.

Draft Goals, Policies, and Actions

The updated General Plan will include a set of GPAs to guide Town decisions through 2045. These GPAs have been shaped by extensive community engagement and analysis of various resources, including existing Town plans, on-the-ground conditions, federal and state legislation, and data collected from commercial surveys and traffic counts.

Recently, the General Plan Advisory Committee (GPAC) reviewed the draft GPAs at their September 11, 2025, meeting and the Planning Commission reviewed them at their October 6, 2025, meeting. The draft GPAs are organized into the following elements before the Town Council:

- Land Use and Community Design (see **Attachment 1**)
- Open Space and Conservation (see **Attachment 2**)
- Sustainability, Climate Change, and Resiliency (see **Attachment 3**)

DISCUSSION

The purpose of this item is to gather Town Council feedback on the draft GPAs for the following elements: Land Use and Community Design Element, Open Space and Conservation Element, and Sustainability, Climate Change, and Resiliency Element. The feedback received from the Town Council would be incorporated into a final draft GPAs.

Town staff request feedback from the Town Council on the following questions:

- Do the GPAs align with the community's vision for the future?
- Are there specific strategies or approaches within the GPAs that could be strengthened to better align with the community's vision?
- Are the proposed GPAs realistic and achievable given the Town's resources and capacity? If not, what adjustments would you suggest?

[2] Some of these topics are addressed in separate chapters while others are woven throughout multiple elements, as applicable.

Following this meeting, the Town Council is scheduled to review the remaining draft elements/topics at an upcoming meeting: Economic Vitality, Circulation, Parks, Recreation, and Public Facilities, and Noise. Upon that Town Council meeting, the final draft GPAs would be incorporated into the Public Review Draft General Plan, to be released following completion of the Draft Program EIR in 2026.

FISCAL IMPACT

On April 23, 2024, the Town Council authorized a Professional Services Agreement with O'Rourke and Associates to prepare the GPU and related environmental review pursuant to CEQA for a total not-to-exceed contract amount of $1,022,805. The scope of work for the GPU includes the preparation of a draft land use map.

The Town's 2024-2025 and 2025-2026 Adopted Budgets allocate $775,000 total from the General Fund to support the GPU. An additional $241,000 from the General Plan Maintenance Fee fund is reserved to fund the GPU. The remaining costs are anticipated to be budgeted in Fiscal Year 2026-2027.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Receipt of a presentation about the GPU and the ensuing discussion about the draft GPAs for the GPU is not a "project" under CEQA, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065). The draft GPAs will be evaluated in the Program Environmental Impact Report prepared for the General Plan Update prior to final adoption.

The current Climate Action Plan (CAP) for the Town of San Anselmo does not specifically address the GPU. The draft GPAs provides an opportunity to align future policies with the Town's climate goals.

ATTACHMENTS

Attachment 1 - Draft Goals, Policies, and Actions (GPAs) for Land Use and Community Design
Attachment 2 - Draft GPAs for Open Space and Conservation
Attachment 3 - Draft GPAs for Sustainability, Climate Change, and Resiliency
Attachment 4 - Summary of Community Engagement Activities

LAND USE AND COMMUNITY DESIGN ELEMENT

Draft Goals, Policies, and Actions

September 23, 2025

GROWTH MANAGEMENT

Goal LU-A Manage future growth to prioritize a compact, walkable community, the efficient extension of urban services, preservation of natural and cultural resources, and protection of the area's environmental setting.

Policy LU-A.1: Sustainable Growth. Plan for responsible and balanced growth that maximizes efficient use of existing land resources and infrastructure, reduces sprawl, minimizes environmental impacts, and supports economic vitality.

> **Action LU-A.1.a: Implementation of Land Use Map.** Implement the Land Use Map (Figure LU-X) by approving new development projects consistent with the land use definitions, densities, and intensities as set forth in this Element. Ensure consistency between the General Plan, Zoning Code, and other land use regulations.

Policy LU-A.2: Infill Development. Focus new development on vacant or underutilized parcels within the existing developed areas to maximize land use efficiency and prevent urban sprawl.

Policy LU-A.3: Public Infrastructure and Services. Require that sewer, water, roads, waste disposal, fire protection, schools, and other essential infrastructure and service improvements are available and have sufficient capacity to serve new development prior to the approval of planning entitlements and issuance of building permits and that anticipated traffic levels are consistent with Town's adopted Vehicle Miles Traveled (VMT) and Level of Service (LOS) standards. New development shall pay its fair share of essential expanded infrastructure to the maximum extent allowed by law.

> **Action LU-A.3.a: Impacts of New Development on Infrastructure and Services.** Analyze project impacts on infrastructure capacity and services as part of CEQA review and require corrective action as needed in consultation with provider agencies.

Policy LU-A.4: Annexation. Consider annexation of developed, unincorporated land which is contiguous to Town Limits and within the adopted Sphere of Influence. Support proposals which enhance the community, further the goals and policies of the General Plan, eliminate areas of unincorporated islands in the interest of the orderly provision of government services, are supported by residents, and where the costs of providing public services and infrastructure are fiscally responsible for the Town and do not adversely affect levels of service for existing

residents.

Action LU-A.4.a: Municipal Service Review. Actively coordinate with LAFCo during the regular Municipal Service Review (MSR) process to provide data on the capacity of existing services and fiscal sustainability. Use the MSR as a tool to ensure future land-use and infrastructure decisions are consistent with the General Plan.

Action LU-A.4.b: Resolution of Parcels with Split Jurisdiction. Actively support and coordinate with Marin County LAFCo and neighboring jurisdictions to facilitate the annexation and de-annexation of properties, as appropriate, that are currently split across multiple jurisdictions.

Policy LU-A.5: Development in the Sphere of Influence. Actively coordinate with Marin County to review proposed development projects in the Sphere of Influence to ensure consistency with the General Plan and compatibility with nearby land uses in San Anselmo.

Policy LU-A.6: Coordinated Infrastructure and Service Planning. Coordinate growth projections and infrastructure and service planning with urban service providers such as Marin Municipal Water District, the sanitary districts, the school districts, the Ross Valley Fire Department, and waste disposal providers to ensure sufficient capacity to serve existing and future development.

Policy LU-A.7: Reserve Areas. Consider increases in density and modified development standards or incentives in areas designated as Reserve Areas (see Glossary) on Figure LU-X to address future housing needs and help meet the Town's future Regional Housing Needs Allocations, if necessary.

- *See the Sustainability, Climate Change, and Resiliency Element, the Parks, Recreation, and Public Facilities Element, and the Housing Element for additional policies and actions related to sustainable land uses, public facilities, and housing.*

Goal LU-B Allow for a variety of land uses that accommodate the needs of a socially and economically diverse community.

Policy LU-B.1: Commercial Development. Evaluate the size and intensity of commercial businesses to support a balanced, vibrant local economy and ensure they align with the town's unique qualities.

Policy LU-B.2: Cannabis Business Uses. Preclude cannabis business uses within the Town limits except medicinal cannabis delivery from businesses located outside of the Town limits. Recreational cannabis delivery from businesses located outside of the Town limits may be allowed if required by State law.

Policy LU-B.3: Mixed Use Development. Encourage mixed use development in downtown and along the Sir Francis Drake Boulevard and Red Hill Avenue/Greenfield Avenue corridors as a means of increasing the customer base for local businesses while creating new mixed use and housing opportunities for residents in close proximity to services and transit.

Policy LU-B.4: **Redevelopment with Housing.** Support the reuse of Town-identified properties for housing, prioritizing affordable and multi-family development through incentives such as site prioritization, streamlined approvals, or waivers to development standards and permit fees.

> **Action LU-B.4.a: Affordable Housing Overlay Zone.** Amend the Municipal Code to identify maximum density and floor area ratio and minimum parking requirements for the Affordable Housing Overlay Zoning District.

Policy LU-B.5: Reuse of Private Schools and Church Sites. If redevelopment of a private school and church site is sought by the landowner, encourage redevelopment with land uses compatible with development in the immediate area, with complementary scale and public benefits such as affordable housing, childcare facilities, and public open space.

> **Action LU-B.5.a: Rezoning of Public School Sites.** Rezone public school sites from residential to the Public Facilities District and allow educational uses and housing development up to 40 units per acre.

Policy LU-B.6: Parks. Strive for a balanced distribution of neighborhood and community parks throughout the town.

> **Action LU-B.6.a: Parks Zoning District.** Amend the Municipal Code to create a new Parks zoning district and apply to parcels having a Parks land use designation.

- *See the Parks, Recreation, and Public Facilities Element and the Housing Element for additional policies and actions related to parks, public facilities, and housing.*

COMMUNITY DESIGN

Goal LU-C Preserve and enhance San Anselmo's natural setting as a unique asset that supports the community.

Policy LU-C.1: Open Space and Natural Resources. Protect and enhance open spaces and scenic vistas, natural features, and wildlife habitats, ensuring that development respects these natural assets and integrates with the town's natural environment.

> **Action LU-C.1.a**: **Development in Open Space and Low Density Areas.** Prohibit development in areas designated as Open Space on the Land Use Map (Figure LU-X), and continue to allow very low-density residential development on private property in areas

designated as Very Low Density and Single-Family – Conservation on the Land Use Map (Figure LU-X).

Policy LU-C.2: Hillside Protection. Protect the visual integrity and natural resources of San Anselmo's hillsides. Where hillside construction is permitted, design structures to:

- Minimize visual impacts by limiting building size and height, screening the structure within the existing landscape, minimizing glare and light spillage, and using exterior colors and materials that blend with the surrounding environment,
- Limit grading to preserve the existing topography,
- Provide slope and foundation stability, drainage, and erosion control,
- Provide adequate parking and emergency access,
- Address Wildland Urban Interface requirements, and
- Restore natural habitats.

Action LU-C.2.a: Hillside Density District. Amend Table 4D, R-1-H (Hillside Density District) Parcels, in the Municipal Code to remove outdated parcel numbers and update parcel-specific density limits to align with State law. The density on the remaining hillside parcels shall be no greater than the number of dwelling units specified in the table.

Policy LU-C.3: Ridge Zone Protection. Prohibit development, including structures, roads, and public facilities within the protected ridge zone, which is 150 horizontal feet in both directions from the lowest elevation of the ridgeline, or 50 feet vertically, whichever is more restrictive, of visually prominent ridgelines, identified on Figure LU-X. Exceptions may be considered on existing legal lots when it is demonstrated that development outside of these areas is not feasible for geologic, soils, or hydrologic reasons, and development would not impact a unique natural habitat. In such cases, visibility of new structures should be minimized by limiting building size and height and integrating the structure within the existing landscape.

Action LU-C.3.a: Conservation and Low Density Development Review. Continue to require design review for new structures and upper-floor additions for hillside or protected ridge zone parcels to minimize visual, environmental, and safety impacts.

Action LU-C.3.b: Hillside and Ridge Zone Development Regulations. Prepare and adopt objective development and design standards in the Municipal Code to minimize the impacts of hillside and protected ridge zone development, including but not limited to:

- Creating opportunities to cluster development and/or transfer of development rights to preserve open space, natural features, and scenic resources,
- Limiting grading to preserve natural topography, minimize erosion, and prevent slope failure,

- Regulating building design and scale, including height and massing, to achieve residential development that is compatible with existing hillside neighborhoods,
- Minimizing off-site and night sky impacts of outdoor lighting and glare, and
- Establishing fire safety standards.

Incorporate the protected ridge zone development restrictions in Policy LU-X into the Zoning Code.

➢ *See the Conservation and Open Space Element for additional policies and actions related to conservation, hillside development, and open space protection.*

Goal LU-D Strengthen San Anselmo's unique community fabric by maintaining its human-scaled pedestrian-friendly built environments and public places, and complementing these with attractive and context-sensitive new development.

Policy LU-D.1: Sense of Place. Complement San Anselmo's unique sense of place with attractive and context-sensitive new development that respects San Anselmo's existing built environment and history yet encourages innovative design.

Policy LU-D.2: Design Excellence. Require new development to feature human-scaled design and high-quality construction that:

- Fosters social interaction;
- Incorporates quality-of-life elements such as access to air, light, natural surroundings, and open space; and
- Respects the scale and form of San Anselmo's existing commercial and residential neighborhoods while supporting modern design.

Action LU-D.2.a: Development Review. Use objective development standards, the design review process, and the California Environmental Quality Act in the review of proposed development projects to promote high quality design, ensure compatibility with surrounding properties and uses, and minimize environmental impacts and conflicts between residential and non-residential uses.

Action LU-D.2.b: Update Regulations. Regularly evaluate and update development standards to ensure that new development is compatible with the natural surroundings and built environment of the immediate neighborhood.

Policy LU-D.3: Community Gathering Places. Promote and integrate public gathering places throughout the town to strengthen community connections and vitality.

Action LU-D.3.a: Gathering Place Design. Emphasize the function of commercial districts as

community gathering places. Where feasible, require public plans and projects to include community services, public space, and amenities that create a strong sense of place and opportunities to congregate.

Action LU-D.3.b: Outdoor Dining and Gathering Areas. Work with businesses and community groups to expand opportunities for outdoor dining while creating pedestrian-friendly spaces.

Action LU-D.3.c: Pilot Urbanism Projects. Test small-scale, temporary installations (e.g., parklets, pop-up plazas) to evaluate possible long-term public improvements that foster community gathering.

Policy LU-D.4: Downtown. Maintain and enhance downtown as a pedestrian-friendly center for community life, with a dynamic mix of commercial and cultural destinations, businesses and housing, and attractive amenities.

Action LU-D.4.a: Pedestrian-Friendly Building Frontage. Encourage ground-floor businesses and building designs along San Anselmo Avenue (between Tamalpais and Bolinas Avenues) that actively engage pedestrians through frequent entrances, ample windows providing views into the businesses, and thoughtful façade design.

Action LU-D.4.b: Pedestrian-Friendly Connections. Strengthen pedestrian connections that extend from downtown to other local destinations, especially to Creek Park and across Sir Francis Drake Boulevard. Highlight and enhance downtown's paseos and bridges through signage, lighting, and other improvements.

Action LU-D.4.c: Public Spaces and Programming. Provide lively public spaces for programming with cultural activities and events, such as Live on the Avenue.

Action LU-D.4.d: San Anselmo Avenue Master Plan. Develop a master plan for San Anselmo Avenue between San Rafael and Bolinas Avenues to address land use, circulation, parking, economic viability, design, walkability, and other area-specific considerations holistically. The plan should include strategies for public space enhancements, façade improvements, streetscape beautification, pedestrian and bike infrastructure, parking solutions, and programs that support businesses.

Policy LU-D.5: Commercial Corridors. Enhance San Anselmo's commercial corridors along Sir Francis Drake Boulevard and Red Hill/Greenfield Avenues to become vibrant, mixed-use corridors with more housing and economic vitality. Design corridor improvements to address unique land use and circulation conditions and the surrounding context.

Action LU-D.5.a: Greenfield Avenue and Sir Francis Drake Boulevard (South). For development along Sir Francis Drake Boulevard (south of the Hub) and along Greenfield

Avenue (east of the Hub), update use and development standards to:

- Encourage mixed-use development where housing can be above or behind commercial or other public-serving uses;
- Encourage pedestrian-friendly ground-floor commercial design where storefronts face the sidewalk, canopies and awnings provide shade and support business identity, signage is oriented to pedestrians, and visibility between the sidewalk and building interiors visually connects pedestrians to businesses; and
- Adjust standards that may limit development feasibility on shallow and hillside lots to allow zero front setback and encourage generous windows and frequent entrances on ground-floor facades.

Action LU-D.5.b: Red Hill Avenue and Sir Francis Drake Boulevard (North). Along Red Hill Avenue and Sir Francis Drake Boulevard (north of the Hub), update use and development standards to:

- Require landscaped building setbacks; and
- Allow uses that have community support but are not currently allowed in the C-L District, such as restaurants and entertainment uses.

Action LU-D.5.c: Center Boulevard near the Hub. Facilitate new mixed-use development along Center Boulevard between San Anselmo Avenue and Sir Francis Drake Boulevard by working proactively with property owners and potential developers to support both housing development and the continuation of existing community-serving commercial uses along this important gateway to downtown.

Action LU-D.5.d: Streetscape Design and Improvements. Plan and fund streetscape improvements along the town's commercial corridors to make them safer, more attractive, and accessible. These upgrades and plans may include:

- Developing a streetscape master plan for Greenfield Avenue and Sir Francis Drake Boulevard (North) to guide future improvements in the public right-of-way;
- Updating sidewalks and adding pedestrian-friendly lighting, seating, and landscaping to create welcoming public spaces;
- Improving pedestrian crossings on Sir Francis Drake Boulevard, including the Hub intersection, with elements such as shorter pedestrian crossing distances and traffic-calming features;
- Adding landscape strips and street trees between sidewalks and traffic lanes along Red Hill Avenue and Sir Francis Drake Boulevard (North) where feasible;
- Planting street trees along sidewalks on Greenfield Avenue and Sir Francis Drake Boulevard (South);

- Installing pedestrian and transit infrastructure improvements, such as wider sidewalks, landscaping, seating, and traffic-calming elements, in new development and redevelopment along Center Boulevard near the Hub intersection;
- Expanding and upgrading bicycle facilities and bicycle-friendly infrastructure; and
- Identifying funding sources to make these streetscape improvements possible.

Policy LU-D.6: Gateways and Wayfinding. Enhance San Anselmo's sense of place and ease of navigation within it with gateway features and wayfinding.

Action LU-D.6.a: Gateways Location and Design. Create attractive gateways at well-traveled entry points into San Anselmo, including the entry points along Sir Francis Drake Boulevard, Center Boulevard, and Red Hill Avenue, through landscaping, signage, lighting, and other outdoor design features.

Action LU-D.6.b: Wayfinding. Maintain and update, as necessary, wayfinding signage to direct motorists to the downtown and consider expansion of wayfinding signage to include other commercial districts.

Policy LU-D.7: Low-Impact Design. Encourage the use of low-impact design features and practices that minimize the environmental impacts of new development and public infrastructure, including features that minimize stormwater runoff, conserve energy and water, create pollinator and wildlife habitat, promote groundwater recharge, and avoid urban heat island effects.

Policy LU-D.8: Age- and Disability-Friendly Communities. Encourage development patterns, infrastructure, and community design that support the needs of older adults and individuals with disabilities, fostering accessibility, independence, and engagement in community life.

Action LU-D.8.a: Accessibility Standards for Public Spaces. Ensure public spaces, including parks, plazas, and community facilities, meet or exceed ADA standards for accessibility. When feasible, incorporate features such as wheelchair-accessible paths, seating areas with shade, audible crosswalk signals, and clear signage to enhance usability for people of all abilities.

Action LU-D.8.b: Age-Friendly Land Use Planning. Collaborate with public agencies and local stakeholders to assess and incorporate age- and disability-friendly considerations, including access to services and proximity to transit, into land use decisions.

Action LU-D.8.c: Incentives for Universal Design. Offer incentives, such as reduced permit fees or expedited processing, for new developments that incorporate universal design principles.

- *See the Economic Development Element and the Parks, Recreation, and Public Facilities Element for additional policies and actions related to Town branding and wayfinding, commercial districts, the downtown, community gathering places, and age-friendly living.*

Goal LU-E Preserve, protect, and enhance elements of the town's history to connect San Anselmo with the past.

Policy LU-E.1: Historic Preservation. Endeavor to protect from demolition or destruction or major alteration any building, feature, or site of local, State, or federal historic value.

Action LU-E.1.a: Historic Context Statement. Prepare a historic context statement to better understand the cultural and historical themes and patterns that shaped the town over time.

Action LU-E.1.b: Historic Survey and Inventory. Prepare a historic survey and maintain an inventory of potential sites and structures of architectural, historic, archeological, and cultural significance. Consider listing the most significant structures or sites on the California Register of Historical Resources and the National Register of Historic Places or adopting a local historic register.

Action LU-E.1.c: Historic Preservation Ordinance. Develop and adopt a historic preservation ordinance and program to protect historic resources and culturally important areas.

Action LU-E.1.d: Historic District Formation. Consider the establishment of a historic district(s). Upon establishment, apply to be a Certified Local Government in order to be eligible for grant funding related to historic preservation efforts.

Policy LU-E.2: Preservation Organizations. Support the efforts of the San Anselmo Historical Commission and Historical Society to preserve and document the town's historical heritage and promote historical awareness and appreciation among residents.

Goal LU-F Maintain and enhance residential neighborhoods by supporting development design that is pedestrian-friendly and integrates with the immediate neighborhood and natural surroundings.

Policy LU-F.1: Neighborhood Livability. Foster vibrant, safe, and well-connected neighborhoods that offer a high quality of life for residents, with access to essential services, parks, and recreational spaces.

Action LU-F.1.a New Single-Family Development. Require new single-family residential development, including rehabilitation and expansion projects, to maintain and enhance neighborhood visual and architectural design through context-sensitive building scale and

materials, privacy, and architectural style.

Action LU-F.1.b New Multi-Family Development. Require new multi-family development, including rehabilitation and expansion projects, to enhance neighborhood visual and architectural style through context-sensitive building and human-scale elements and details, amenities, open spaces, and high-quality materials. Avoid monotonous structures through variation of building heights and exterior wall and roof articulation.

Action LU-F.1.c Livable Streets. Within residential neighborhoods, maintain and expand pedestrian and bicycle facilities that are shaded, safe, and foster neighborhood connectivity.

- *See the Safety Element, Sustainability, Climate Change, and Resiliency Element, the Circulation Element and the Housing Element for additional policies and actions related to sustainable and resilient development, hazard mitigation in development, transportation, and housing.*

Goal LU-G: Artistic and Cultural Expression. Integrate public art that enhances the cultural life of the community.

Policy LU-G.1: Cultural Placemaking. Promote arts-driven and culturally centered placemaking efforts by supporting public art, multicultural events, and community spaces that celebrate the diverse identities and histories of the San Anselmo population.

Action LU-G.1.a: Public Art Installations. Consider establishing a rotating or permanent public art program to highlight local artists.

Action LU-G.1.b: Art with Development. Encourage the installation of public art in conjunction with new public and private development and major rehabilitation or major expansion of existing development.

- *See the Economic Development Element and the Parks, Recreation, and Public Facilities Element for additional policies and actions related to community gatherings and events.*

GOVERNANCE AND INCLUSION

Goal LU-H Facilitate the authentic, equitable, and inclusive participation of all residents in local government and decision-making.

Policy LU-H.1: Effective Governance. Practice responsive and effective governance through a planning, budgeting, and execution process that is transparent, easy to understand, predictable, and timely for the public.

Action LU-H.1.a: Community Planning and Budget Transparency Dashboard. Develop and maintain an online dashboard or interactive tool that tracks the status of planning initiatives, budgeting decisions, and development projects. Ensure information is presented in clear, accessible language and provide regular updates through public meetings, newsletters, and social media to enhance transparency and community trust.

Action LU-H.1.b: Technology in Governance. Continue to explore and implement innovative technologies that improve the efficiency and effectiveness of Town services, enhance public safety, support local businesses, and foster community engagement.

Action LU-H.1.c: Inclusive Communications. Make Town forms and communications available in different languages and accessible formats for people with disabilities.

Action LU-H.1.d: Community Resource Awareness. Utilize digital platforms, social media, email newsletters, and in-person outreach to ensure residents are informed about Town programs, services, and community resources.

Policy LU-H.2: Fiscal Sustainability. Ensure the Town organization is financially and operationally sustainable.

Action LU-H.2.a: Budget and Capital Improvement Plan. Prepare an annual budget and capital improvement program that align with the General Plan.

Policy LU-H.3: Customer Service. Continuously improve the quality and responsiveness of Town services to enhance efficiency, effectiveness, customer service, and positive outcomes for employees, residents, businesses, and other stakeholders.

Action LU-H.3.a: Community Feedback. Regularly solicit feedback from service users and evaluate Town service performance using measurable metrics. Ensure performance data are publicly available.

Policy LU-H.4: Community Participation. Encourage and support inclusive public participation and respectful dialogue, valuing differing opinions, in the development and review of policies, new projects, and all Town activities. Ensure that Town communications are accessible to everyone, including individuals with special needs.

Policy LU-H.5: Boards, Commissions and Committees. Promote inclusive, equitable, active, and informed participation in governance through appointments to official boards, commissions, and committees.

Action LU-H.5.a: Action Plans. Review and oversee the annual action plans of all boards, commissions, and committees, subject to Town Council approval.

Policy LU-H.6: Youth in Government. Support and encourage youth and young adult involvement in government, especially on relevant issues such as climate change, education, transportation, recreation, and youth services.

Policy LU-H.7: Leadership in Equity, Inclusion, and Belonging. Establish the town as a regional leader in the incorporation of diversity, equity, inclusion, and belonging principles and practices into local decision-making and hiring processes as consistent with federal and State law. Commit to efforts to increase the diversity of the San Anselmo community on boards, commissions, and committees and among Town employees.

Action LU-H.7a: Training and Education. Provide education and training on inclusion, equity, diversity, and belonging for San Anselmo staff, boards, commissions, committees, and other civic bodies to the extent consistent with federal and State law.

Policy LU-H.9: Inter-Agency Collaboration. Continue to collaborate with surrounding jurisdictions and special districts regarding regional issues such as population growth, water supply, traffic congestion, climate change and sustainability, transportation, the provision of infrastructure and services, economic growth, and natural hazards.

Policy LU-H.10: General Plan Implementation. Maintain consistent and effective implementation of the General Plan through regular review, update, and coordination of Town land use regulations, policies, and programs.

Action LU-H.10.a: Municipal Code Consistency. Revise the Zoning Map and Municipal Code to ensure consistency between the General Plan, Zoning Ordinance, and other land use regulations and to reflect the goals, policies, densities, intensities, and land use designations of the General Plan.

Action LU-H.10.b: General Plan Updates. Update the General Plan as necessary to assure compliance with State law and to reflect changing Town needs and priorities.

Action LU-H.10.c: Annual Review. Annually review the implementation of General Plan actions, updating the prioritization of actions based on relevance, availability of funding, and staffing levels.

- *See the Circulation Element, Open Space and Conservation Element, Economic Development Element, Parks, Recreation, and Public Facilities Element, and the Sustainability, Climate Change, and Resiliency Element for additional policies and actions related to diversity, equity, inclusion, belonging, customer service, performance data, and community engagement.*

GLOSSARY

Belonging. The felt and lived experience of being valued, safe, respected, and essential within a community, such that individuals feel secure being their authentic selves without fear of marginalization or exclusion. Belonging emerges when diversity is welcomed, equity is practiced, and inclusion is sustained—resulting in environments where people not only have access and voice, but also feel they matter and are integral to the shared purpose and culture of the community.

Commercial Corridors. A commercial corridor is an area along a major arterial roadway that is lined by commercial uses with goods and services serving the community and surrounding communities.

Context-Sensitive Design. Architectural design, particularly building scale, massing, colors, materials, and positioning, that responds to and integrates with the existing physical and environmental setting.

Diversity. The full spectrum of differences that everyone brings to the table. It includes characteristics such as race, ethnicity, gender identity, sexual orientation, age, disability, language, and socioeconomic status, as well as neurodiversity, worldviews, and life experiences. Embracing diversity acknowledges the value of multiple perspectives, ideas, and solutions provided when individuals with different backgrounds, identities, and views collaborate and are heard.

Equity. Fair treatment and access to all individuals or groups irrespective of their identity. Equity is not sameness; it is justice in design, practice, and outcome. This requires the identification, recognition, and remediation of historic, systemic, and structural barriers that create unequal access to resources, opportunities, and power.

High-Hazard Areas. High-hazard areas are identified areas subject to a high risk of environmental hazards such as flooding (from storms, sea level rise, dam and levee failure, tsunami, etc.), wildfire, landslide, debris flows, earthquake, and land subsidence. High-hazard areas in the San Anselmo Planning Area are identified on maps located in the Safety Element.

Hillsides. All land area located above 150 feet mean sea level.

Inclusion. The active, continuous practice of reshaping environments, relationships, and systems so that all individuals and groups can fully participate, contribute, and lead in the greater community. It includes valuing difference as a resource and building cultures rooted in trust, respect, and shared purpose.

Low-Impact Design (LID). A land development approach that aims to minimize the environmental impact of a site by mimicking natural processes to manage stormwater runoff,

primarily through techniques like infiltration, filtration, and retention, rather than relying on traditional storm drains and pipes to convey water away from the site; essentially, it seeks to maintain a site's pre-development water flow patterns by capturing and treating rainwater where it falls.

Mixed Use Development. Any combination of land uses, including mixing housing with commercial, offices with retail, or housing with offices and retail, within a defined area. Vertical mixed-use is the mix of uses within one building; horizontal mixed use is the mix of uses behind or next to each other but in different buildings on the same site.

Pedestrian-Friendly Development. Features of the built environment that encourage pedestrian activity and improve pedestrian mobility. Examples include wide sidewalks, walkable connections to local destinations, and interactive building facades along sidewalks through strategic placement of windows and doors.

Pilot Urbanism. The use of short-term, small-scale projects to evaluate potential long-term changes to public spaces and urban areas.

Protected Ridge Zones. Areas within 150 horizontal feet in both directions from the lowest elevation of the ridgelines, or 50 feet vertically, whichever is more restrictive, as mapped on Figure LU-X.

Reserve Areas. Areas shown in Figure LU-X intended for potential future increases in residential density and development incentives. These areas are held in reserve to accommodate anticipated housing needs over time, allowing growth to occur in a planned and orderly manner while ensuring that infrastructure, services, and the visual design of the community are maintained.

Ridgelines. Those specific ridges delineated by Figure LU-X.

Sir Francis Drake Boulevard (North): The segment of Sir Francis Drake Boulevard in San Anselmo that is located north of the Hub.

Sir Francis Drake Boulevard (South): The segment of Sir Francis Drake Boulevard in San Anselmo that is located south of the Hub.

The Hub. The roadway intersection in San Anselmo where Sir Francis Drake Boulevard, Red Hill Avenue, Greenfield Avenue, and Center Boulevard intersect.

Universal Design. The design of environments and structures to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design.

OPEN SPACE AND CONSERVATION ELEMENT

Draft Goals, Policies, and Actions

August 12, 2025

OPEN SPACE

Goal OSC-A Protect, preserve, and enhance the town's ridge zones, hillsides, and undeveloped open space for its scenic beauty, natural habitat, hazard mitigation, climate change resilience, and recreational benefits.

PROTECTION

Policy OSC-A.1: Open Space Land Use. Protect lands designated as Open Space on the Land Use Map (Figure LU-X) for environmental protection, resource management, hazard reduction, passive recreation, and climate resilience.

Policy OSC-A.2: New Development. Ensure that new development respects the ecological, visual, and safety benefits of ridge zones, hillsides, and other natural areas.

Action OSC-A.2.a: Online Maps. Use online mapping tools to identify the ridge zones, hillsides, and other natural areas and ensure this information is readily available to the public.

- *See the Land Use and Community Design Element for additional policies and actions related to open space and ridge zone protection.*

ACQUISITION

Policy OSC-A.3: Expand Open Space Network. Pursue opportunities to expand the Town's open space network to create wildlife corridors, protect critical habitat, prevent sprawl, separate developed areas, and enhance passive recreation opportunities.

Action OSC-A.3.a: Priority Properties for Protection. Support the acquisition and preservation of open space areas under private ownership identified in Figure OSC-X.

Action OSC-A.3.b: New Development Review. Through the development review process, consider opportunities to permanently preserve areas as open space and to obtain public access easements to connect to existing trails as shown on the adopted Open Space and Conservation Map (Figure OSC-X).

Action OSC-A.3.c: Permanent Protection. Permanently protect open space through purchase, dedication, conservation or access easement, or other appropriate means acceptable to the Town.

Action OSC-A.3.d: Public Dedication. When considering whether open space land should be dedicated to the Town or other public entity, prioritize parcels contiguous to existing public open space and weigh the benefits to the community of public ownership against the costs of management and other liabilities associated with owning the land.

Action OSC-A.3.e: Private Ownership: Ensure the long-term stewardship of privately-owned open space in a manner that:

- Conserves natural resources and aesthetic values,
- Reduces hazards to life and property, and
- Includes enforceable restrictions on the placement of structures, fences, and non-native plant materials.

Action OSC-A.3.f: Open Space Committee: Work with the Open Space Committee to identify, acquire, lease, or otherwise protect parcels identified in Figure OSC-X.

Action OSC-A.3.g: Cooperation. Work cooperatively with public agencies and non-profit organizations to acquire and protect open space areas that would form a network of contiguous open spaces within and adjacent to the Planning Area.

Policy OSC-A.4: Open Space Greenbelts. Create open space greenbelts which serve as natural connections between the town and adjacent communities.

ACCESS TO OPEN SPACE

Policy OSC-A.5: Public Access. Encourage equitable public access to open space areas for all residents where appropriate and in a manner designed to avoid conflicts with sensitive wildlife habitat or areas subject to slope failure or flooding.

Policy OSC-A.6: Trail Easements. Strive to secure public access to open space land most appropriate for public use through trail easements that connect to other public trails.

Policy OSC-A.7: Trail Connections. Encourage trail connections that allow for non-vehicular access between neighborhoods and communities.

Action OSC-A.7.a: Countywide Trails Plan. Work with Marin County and other agencies to maintain and expand trails in accordance with the Countywide Trails Plan.

Policy OSC-A.8: Stairs, Lanes and Trails. Improve and expand the Town's stairs, lanes, and trails (SLTs) to facilitate non-vehicular access within neighborhoods and create emergency evacuation routes.

Action OSC-A.8.a: Stairs, Lanes and Trails Program. Periodically review and update the existing SLTs Program to guide maintenance and upgrades to the SLTs, increase public knowledge of their locations, and identify funding needs.

- *See the Parks, Recreation, and Public Facilities Element for additional policies and actions related to recreation.*

STEWARDSHIP

Policy OSC-A.9: Open Space Stewardship. Maintain and manage public open space lands to reduce natural hazards and wildfire risks, support recreational opportunities, maximize ecological value and biodiversity, support climate resilience, and preserve aesthetics.

Action OSC-A.9.a: Tree Protection in Open Space. Update Town procedures guiding the protection and management of trees in public open space to incorporate best practices for tree health, hazards, native biodiversity, and environmental stewardship.

Action OSC-A.9.b: Conservation and Open Space Stewardship Plan. Prepare a conservation and open space stewardship plan – with collaboration from the Ross Valley Fire Department, Marin County Parks and Open Space District, Marin Wildfire Prevention Authority, and environmental organizations and engagement with the public – to address maintenance priorities, habitat restoration and rewilding opportunities, hazard reduction, passive recreation and education opportunities, and potential funding sources.

Action OSC-A.9.c: Open Space Funding. Explore funding mechanisms, including an impact fee, to support the creation of the open space stewardship plan and purchase and ongoing maintenance of open space in San Anselmo.

Action OSC-A.9.d: Community Involvement. Host and encourage community and areawide meetings, exhibits, and events to raise community awareness and funding for open space acquisition, maintenance, stewardship, and restoration.

Action OSC-A.9.e: Tribal Acknowledgement. Acknowledge, through public education and interpretive signage, the open space stewardship principles of Native inhabitants.

Action OSC-A.9.f: Tribal Engagement. Engage and coordinate with Native American Tribes regarding open space stewardship, including but not limited to native plantings, habitat restoration, and interpretive signage, guided by their Traditional Ecological Knowledge.

- *See the Safety Element for additional policies and actions related to vegetation management.*

CONSERVATION

Goal OSC-B Protect and improve the quality of the natural environment through collaborative conservation, restoration, management, regenerative practices, and pollution reduction and control.

WILDLIFE AND HABITAT PROTECTION

Policy OSC-B.1: Habitat Preservation. Preserve and enhance wildlife and plant communities in open spaces, riparian corridors, and other biologically sensitive areas to the greatest extent possible.

Policy OSC-B.2: Wildlife Corridors. Preserve and protect areas that function as wildlife corridors, particularly those areas that provide connections and mobility between larger natural areas.

Action OSC-B.2.a: Wildlife Corridor Analysis. Conduct a wildlife corridor identification effort in collaboration with relevant agencies and stakeholders to implement AB 1889 and proactively address wildlife conservation and habitat connectivity, ensuring that development and land use decisions are informed by accurate ecological data.

Action OSC-B.2.b: Wildlife Corridor Connectivity. Prior to the approval of new development projects, including expansion of existing development, on vacant sites or on sites that are connected to potential wildlife movement corridors, including existing or planned wildlife passage features, require analysis of the potential barriers caused to wildlife movement and habitat connectivity, as defined by AB 1889, and require development projects to implement measures to maintain connectivity of wildlife movement corridors.

Action OSC-B.2.c: Rewilding Campaign. Explore the feasibility of a "Rewild San Anselmo" campaign to encourage ecological restoration on private and public lands. This effort may include developing public resources like planting guides and design templates, organizing volunteer habitat restoration days, and partnerships with schools.

Action OSC-B.2.d: Wildlife Fencing. Adopt wildlife-friendly fencing guidelines to minimize habitat fragmentation, especially near creeks and the Wildland-Urban Interface.

Policy OSC-B.3: Special Status Species. Conserve and protect special status plants and animals and their associated habitats, including those listed by the State or federal agencies as

threatened and/or endangered, those considered to be candidate species for listing, and other species that have been assigned special status by the California Native Plant Society and the California Fish and Game Code. Avoidance of impacts, accompanied by habitat restoration, is the preferred approach to conservation, but mitigation strategies shall be considered when avoidance is not possible.

Action OSC-B.3.a: Biological Surveys. Require surveys of sites, including buffer areas potentially affected by proposed projects, with potentially suitable habitat for special status species, including creek corridors, to determine the presence or absence of special status species, critical habitat, and riparian habitat to be prepared by a qualified biologist prior to development and other management approvals. Require projects to implement measures to avoid or minimize harm to special status species, critical habitat, and riparian to a less than significant level. Consult with resource agencies as required by federal and State regulations.

Action OSC-B.3.b: Avoidance of Nesting Birds. Avoid disturbance of nests of native birds in compliance with State and federal regulations. Preclude vegetation clearing and construction on sites where nesting birds may be present during nesting season (typically February 1 through August 31). Require pre-construction surveys by a qualified biologist prior to any disturbance. If nests are found, the project shall implement appropriate avoidance measures, such as fenced buffer areas or staged tree removal periods.

STREAMS AND RIPARIAN CORRIDORS

Policy OSC-B.4: Creek Protection. Protect and conserve creeks for riparian habitat, fish and wildlife movement, biodiversity, groundwater recharge, and stormwater conveyance.

Action OSC-B.4.a: Agency Consultation. Refer proposals for grading, filling, or construction that would alter a watercourse shown on Figure OSC-XX to the State Department of Fish and Wildlife, U.S. Army Corps of Engineers, San Francisco Bay Regional Water Quality Control Board, the Marin County Flood Control District, and other regulatory agencies for consultation.

Action OSC-B.4.b: Creek Setbacks. Continue to require development to comply with the creek setback standards in the Town's Watercourse regulations.

Policy OSC-B.5: Creek Enhancement. Require creek enhancement and riparian habitat restoration for construction projects adjacent to creeks and drainageways to reduce erosion, maintain storm flows, improve water quality, improve habitat value, and preserve natural shade, whenever possible.

Policy OSC-B.6: Water Quality. Minimize pollutants in stormwater runoff including discharge of soil sediments.

Action OSC-B.6.a: Watershed Management. Ensure that new development complies with the requirements of the federal and state Clean Water Acts, National Pollutant Discharge Elimination System (NPDES), and the Town's Urban Runoff Pollution Prevention regulations.

Action OSC-B.6.a: Low-Impact Design Measures. Require the incorporation of Low-Impact Design (LID) measures and other site design elements that slow stormwater flows, promote groundwater recharge, and filter out pollutants.

Policy OSC-B.7: Creek Education and Awareness. Increase awareness and appreciation of San Anselmo's creeks and their role in sustaining fish and wildlife and providing flood protection.

Action OSC-B.7.a: Creek Signage and Education. Develop signage and education displays describing native habitat, history, and restoration efforts. Partner with local schools, conservation and environmental groups, and others to increase awareness of the town's creeks.

- *See the Safety Element for additional policies and actions related to creek preservation and maintenance and flood management.*

TREES

Policy OSC-B.8: Tree Protection. Continue to preserve protected and heritage trees as defined in the Municipal Code to preserve the natural and cultural characteristics of the town.

AIR QUALITY

Policy OSC-B.9: Pollution Prevention. Prevent or minimize the emission of air pollutants in compliance with state and federal air quality standards.

Action OSC-B.9.a: Clean Air Plan. Implement the Bay Area Air District's Clean Air Plan by applying the Air District's rules, best control measures, and best management practices to construction projects, property maintenance, commercial operations, and other applicable activities.

Action OSC-B.9.b: Particulate Emissions. Reduce emissions of particulate matter from construction sites, roads, parking lots, and other sources by requiring development and construction projects to implement best management practices.

Action OSC-B.9.c: Air Quality Impacts of New Development. Review all development and infrastructure projects for potential air quality impacts, including effects of toxic air contaminants and objectionable odors, to residences, congregate housing, schools, and

other sensitive receptors. Ensure that mitigation strategies and best management practices are implemented to reduce significant emissions of criteria pollutants to the greatest extent feasible.

Action OSC-B.9.d: Idling Prevention. Adopt an ordinance that matches or is more stringent than the State's maximum idling law, and coordinate with CARB, BAAQMD, and law enforcement to achieve compliance.

- *See the Land Use and Community Design Element, Circulation Element, and Sustainability, Climate Change, and Resiliency Element for additional policies and actions related to air quality, transportation and equipment emissions, carbon sequestration, greenhouse gas emissions, and more.*

TRIBAL CULTURAL RESOURCES

Goal OSC-C Honor and protect San Anselmo's Native American heritage.

Policy OSC-C.1: Protection of Archeological Resources. Protect significant archaeological, tribal cultural, and paleontological resources.

Action OSC-C.1.a: Development Review. Require that projects proposed for sites that have the possibility of containing cultural and tribal cultural resources and resulting in-ground disturbance be evaluated by a qualified archaeologist prior to project approval and require such projects to implement mitigation strategies to reduce or avoid impacts to any identified or inadvertently discovered cultural resources. Continue to refer development proposals to the Northwest Information Center of the California Archeological Inventory, Native American Heritage Commission, and local Native American Tribes for review and recommendations regarding supplemental field investigation.

Action OSC-C.1.b: Tribal Consultation. Consult with Native American Tribes, as required by Senate Bill 18 and Assembly Bill 52, during the environmental review process for new development proposals and amendments to the General Plan to facilitate identification and preservation of tribal cultural resources.

Policy OSC-C.2: Partner with Native American Tribes. Partner with Native American Tribes to steward and celebrate cultural heritage and sites.

GLOSSARY

Bay Area Air Quality Management District (BAAQMD). The public agency that regulates the stationary sources of air pollution in the nine counties of the San Francisco Bay Area.

Conservation Easement. A voluntary, legal agreement that permanently constrains land uses of a specified property in order to protect its conservation values.

Criteria Pollutants. Six gaseous pollutants (carbon monoxide, nitrogen dioxide, ozone, and sulfur dioxide) used by the Environmental Protection Agency and California Air Resources Board as indicators of regional air quality, setting maximum concentration limits for each pollutant, above which adverse effects on human health may occur.

Critical Habitat. The specific areas within the geographic area, occupied by the species at the time it was listed, that contain the physical or biological features that are essential to the conservation of endangered and threatened species and that may need special management or protection. Critical habitat may also include areas that were not occupied by the species at the time of listing but are essential to its conservation.

Cultural Resource. A historical resource or a unique archaeological resource as defined under CEQA Guidelines Section 15064.5. This definition includes objects, buildings, structures, sites, areas, places, records and manuscripts of historical, architectural, or cultural importance.

Greenbelt: Natural or undeveloped lands that surround urban areas.

Hillsides. All land area located above 150 feet above mean sea level.

Low-Impact Design (LID). A land development approach that aims to minimize the environmental impact of a site by mimicking natural processes to manage stormwater runoff, primarily through techniques like infiltration, filtration, and retention, rather than relying on traditional storm drains and pipes to convey water away from the site; essentially, it seeks to maintain a site's pre-development water flow patterns by capturing and treating rainwater where it falls.

National Pollutant Discharge Elimination System (NPDES). A permit program that regulates the discharge of pollutants to navigable waters of the United States, which includes any discharge to surface waters, including lakes, rivers, streams, bays, the ocean, dry stream beds, wetlands, and storm sewers that are tributary to any surface water body. NPDES permits are issued under the Federal Clean Water Act.

Non-Vehicular Access. Travel by modes other than motorized vehicles, generally along paths, trails, or other routes not intended for cars, motorcycles, or similar vehicles.

Particulates. A mixture of many chemical solids and aerosols composed of small droplets of liquid, dry solid fragments, and solid cores with liquid coatings which may have adverse health impacts to human populations exposed to high concentrations of particles.

Protected Ridge Zones. Areas within 150 horizontal feet in both directions from the lowest elevation of the ridgelines, or 50 feet vertically, whichever is more restrictive, as mapped on Figure LU-X.

Recreation, Active: A type of recreation or activity that requires the use of organized play areas including, but not limited to, softball, baseball, football and soccer fields, tennis and basketball courts, and various forms of children's play equipment.

Recreation, Passive: Passive recreation refers to outdoor recreational activities that require minimal development or disturbance of natural landscapes and infrastructure. Unlike active recreation, which typically involves constructed facilities such as sports fields, playgrounds, or paved courts, passive recreation emphasizes low-impact interaction with the natural environment. These activities often depend on existing natural features and are designed to maintain the ecological health and integrity of a site. Examples may include, but are not limited to, the following activities:

- Hiking and walking
- Bird watching
- Wildlife observation and photography
- Nature study
- Horseback riding on designated trails
- Picnicking
- Fishing
- Swimming in natural water bodies
- Climbing (e.g., bouldering, scrambling)
- Bicycling on designated trails
- Running and jogging

Ridgelines. Those specific ridges delineated by Figure LU-X.

Riparian Corridor. An area of vegetation and habitat along a creek, river, or stream that provides flood protection, water filtration, and wildlife habitat.

Sensitive Receptors. A location where human populations, especially children, seniors, and sick persons, are present and where there is a reasonable expectation of continuous human exposure to pollutants. Examples of sensitive receptors include residences, hospitals, and schools.

Special-Status Species. Plants and animals that, because of their recognized rarity or vulnerability to various causes of habitat loss or population decline, are recognized by federal, state, or other agencies.

Stewardship. Active and responsible management, care, and protection of open spaces through a long-term commitment to restoring, preserving, and enhancing ecological health and biodiversity.

Tribal Cultural Resource. Sites, features, places, cultural landscapes, sacred places, and objects with cultural value to a California Native American tribe or determined by a lead agency as established by Public Resources Code Section 21074.

Watershed. A land area that drains water into a body of water, such as a stream, river, bay, or ocean.

Wildland-Urban Interface (WUI). The geographical area where structures and other human development meets or intermingles with wildland and vegetative fuels, as identified by CAL FIRE and the Ross Valley Fire Department.

SUSTAINABILITY, CLIMATE CHANGE, AND RESILIENCY ELEMENT

Draft Goals, Policies, and Actions

September 18, 2025

Goal SU-A Empower residents and businesses to reduce their carbon footprints and prepare for the impacts of climate change.

Policy SU-A.1: Community Outreach and Education. Educate and encourage residents, business owners, and other community members to reduce their carbon footprint and become active participants in sustainable and climate-resilient outreach, pilots, and campaigns. Leverage local volunteers, schools, and community organizations such as the Climate Action Commission to expand the reach of these efforts.

Action SU-A.1.a: Community Engagement and Learning. Engage and educate the community on the impacts of climate change and associated vulnerabilities, its intersection with health and sustainability, and in collaboration with the Climate Action Commission, co-develop solutions that reduce demand for natural resources and greenhouse gas emissions, foster resilience, well-being, and learning.

Action SU-A.1.b: Community Energy Use. Encourage residents and businesses to install solar energy production and storage systems by streamlining regulations and permit processes, or to purchase 100% renewable energy through energy providers.

Action SU-A.1.c: Electrification Programs. Promote local, regional, and state technical assistance, incentive, rebate, and concierge programs to the community to support the electrification of residential and commercial buildings.

Action SU-A.1.d: Electrification Resource Center. Partner with other Marin jurisdictions to establish a 'hub' to provide information, demonstrate building electrification technologies, and provide in-person, online, and/or telephone education and support.

Action SU-A.1.e: Equitable Access. Promote the availability of financial incentives for lower-income residents for appliance, equipment, building, and vehicle electrification and explore the feasibility of offering local subsidies, permit fee reductions, and other incentives for lower-income households.

Action SU-A.1.f: Plastic Waste Education. Educate residents, businesses, and visitors about the impacts of plastic pollution and the importance of reducing plastic waste through public awareness campaigns and community engagement, while promoting compliance with the Town of San Anselmo's Single-Use Plastics Ordinance and its enforcement measures.

Action SU-A.1.g: Low-Carbon Footprint Diet. Promote the multiple benefits of a low-carbon footprint diet on greenhouse gas emission reductions, ecological wellness, and health and longevity through education, outreach, and other channels.

- *See the Land Use and Community Design Element and the Safety Element for additional policies and actions related to community engagement and the community's emergency preparedness.*

Goal SU-B Create a sustainable community that ensures residents may meet their own needs without compromising the needs of future generations.

Policy SU-B.1: Waste Diversion Targets. Strive to meet or exceed waste diversion and food recovery targets set by the State.

Action SU-B.1.a: Waste Reduction Programs. Partner with Marin Sanitary Services and Zero Waste Marin to support implementation of commercial and organic waste diversion programs to meet SB 1383 requirements. Provide technical assistance and educational resources to business owners to help them understand and comply with State waste diversion and food recovery mandates.

Action SU-B.1.b: Business Waste Management Plans. Require that businesses prepare and implement waste management plans to maximize recycling and food recovery and minimize disposal of organic waste where appropriate as a condition of approval of use permits.

Policy SU-B.2: Plastic Waste Reduction. Seek to reduce plastic waste pollution through legislation, education, and promoting alternatives.

Action SU-B.2.a: Single-Use Plastic Reduction. Prohibit the sale of single-use plastic beverage bottles and explore opportunities to phase out use of all single-use plastics in Town buildings and at Town events. Provide more water refill stations in public places.

Action SU-B.2.b: Extended Producer Responsibility Legislation. Support legislation that puts significant responsibility on manufacturers for the end-of-life management of their products and packaging to encourage design of more sustainable packaging and repairable or reusable products.

Policy SU-B.3: Municipal Waste Reduction. Maximize recycling, composting, reuse, waste reduction, and food recovery within municipal operations and at public parks and facilities.

Action SU-B.3.a: Recycling Facilities. Provide sufficient recycling and composting bins for public and staff use. In public projects, design facilities and refuse storage areas to facilitate recycling.

Action SU-B.3.b: Environmentally Preferable Purchasing. Continue to give preference to purchasing products that are reusable, recyclable, made from recycled materials, and minimize packaging. Explore opportunities to expand the Town's purchasing policy to include consideration of lifecycle emissions and low carbon alternatives.

Policy SU-B.4: Local Food System. Support efforts to reduce greenhouse gas emissions from food production, transportation, and waste, and encourage practices that strengthen the sustainability and resilience of the local food system.

Action SU-B.4.a: Local Sourcing. Encourage businesses to source their products from local farms to reduce carbon emissions generated from food and material production and transportation.

Action SU-B.4.b: Regional Agriculture. Advocate for and support regional efforts to promote regenerative and climate-smart agricultural practices that enhance soil health, sequester carbon, and contribute to a sustainable local food system.

Policy SU-B.5: Sustainable Land Uses. Promote environmental sustainability and resilience through thoughtful land use planning and development review that addresses climate change, reduces carbon footprints, and manages resources responsibly.

- *See the Land Use and Community Design Element for additional policies and actions related to sustainable land use planning.*

Goal SU-C Reduce greenhouse gas emissions in the community and within government operations to mitigate the effects of climate change.

Policy SU-C.1: Greenhouse Gas Emission Reductions. Mitigate the impacts of climate change by reducing community greenhouse gas emissions.

Action SU-C.1.a: Emissions Reduction Targets. Implement strategies to achieve reductions in greenhouse gas emissions at least 45 percent below 1990 levels by 2030 and to support the State's goal to achieve zero net emissions statewide by 2045.

Action SU-C.1.b: Climate Action Plan. Implement the Town's Climate Action Plan and periodically update the plan to incorporate new emission reduction targets, strategies, and best practices.

Action SU-C.1.c: Monitoring Emissions. Periodically update the greenhouse gas emissions inventory for community and government operations emissions to track progress in reducing emissions and implementing the Climate Action Plan.

Policy SU-C.2: Renewable Energy and Electrification. Accelerate the conversion to renewable energy sources.

Action SU-C.2.a: Building and Appliance Electrification. Consider building regulations which preclude gas appliances and infrastructure in new buildings and require installation of high-efficiency electric appliances at time of replacement.

Action SU-C.2.b: Building Permitting for Electrification. Streamline the building permit process for heat pump water and space heaters and electrical panel upgrades. Through regional collaboration, explore a fee reduction pilot program to incentivize conversion of natural gas appliances to electric versions.

Action SU-C.2.c: Municipal Energy Use. Evaluate solar energy production and storage systems at all municipal buildings and facilities and plan for replacement of natural gas appliances and equipment. Continue to purchase 100% renewable energy for Town buildings and facilities.

Action SU-C.2.d: Zero-Emission Infrastructure. Continue to prohibit the location of new gas stations in San Anselmo and support the phased transition of legal non-conforming gas stations to zero-emissions fueling stations. Support businesses in complying with these requirements through technical assistance and public outreach.

Action SU-C.2.d: Landscaping Equipment. Enforce the ban on gas-powered landscape equipment in San Anselmo and explore opportunities to further reduce emissions from landscaping activities, as feasible.

Policy SU-C.3: Building Energy Efficiency. Encourage energy efficiency improvements in residential and commercial buildings to reduce energy use.

Action SU-C.3.a: Green Building Regulations. Consider adopting green building regulations for new construction and building remodels and additions that exceed minimum State building and energy code requirements.

Action SU-C.3.b: Energy Efficiency Programs. Promote programs and incentives to property owners to improve energy efficiency. Explore the feasibility of requiring energy audits at the time of building sale or major remodel.

Policy SU-C.4: Carbon Sequestration. Support carbon sequestration on natural lands, tiny forests, and urban green spaces.

Action SU-C.4.a: Urban Forest Master Plan. Prepare an Urban Forest Master Plan to preserve and, where appropriate for ecosystem health, plant additional native trees on public parks, medians, and rights-of-way.

Action SU-C.4.b: Sustainable Landscaping. Incorporate sustainable landscaping practices into public projects, when applicable, and encourage community members to apply compost and select native or climate-adapted plant species on private lands. Select plantings for public projects based on their resilience to changing climate conditions to support long-term habitat sustainability and biodiversity.

Policy SU-C.5: Town Facilities and Operations. Continue to pursue opportunities to improve energy efficiency, reduce resource consumption, and electrify appliances in Town-owned facilities and operations.

Action SU-C.5.a: Microgrid. Plan for a microgrid to support community and Town functions year-round and during hazard events.

Policy SU-C.6: Electrification and Green Building in Town Facilities. Apply electrification and green building principles to the design, construction, and operation of new Town and Town-sponsored facilities to provide long-term cost savings and to serve as an example for the community.

Goal SU-D Create a resilient and adaptable community that anticipates and reduces the risk from future climate change impacts.

Policy SU-D.1: Resilient Community. Enhance the community's capacity to adapt to climate-related risks by integrating climate adaptation and resiliency strategies in the Town's development, capital improvement, and emergency preparedness and response plans and projects.

Action SU-D.1.a: Resilience Hubs. Identify opportunities to enhance the capacity of Town and school facilities to become Resilience Hubs, evacuation centers, cooling centers, and charging stations during extreme heat or weather events.

Action SU-D.1.b: Equitable Community Resilience. Ensure equitable access to resources and support systems in resilience and adaptation planning and during climate-related events.

Action SU-D.1.c: Urban Heat Island Effect. Reduce urban heat island effects by encouraging installation of landscaped surfaces, cool roofs, ample tree cover, reduced expanses of heat-

absorbing pavement, and other urban cooling strategies in new development. For Town projects, incorporate urban cooling measures when feasible.

Action SU-D.1.d: Vulnerable Populations. Engage vulnerable populations to identify gaps in community resilience planning and work together to reduce hazards from climate change impacts.

Action SU-D.1.e: Agency Collaboration. Collaborate with Marin jurisdictions, school districts, special districts, and regional, state, and federal agencies to develop, coordinate, fund, and implement adaptation and resiliency strategies and projects.

Policy SU-A.2: Preparation for Extreme Weather. Support policies and programs to help residents and businesses prepare for future extreme weather conditions.

Action S-G.1.a: SU Element Updates. Periodically update the Sustainability, Climate Change, and Adaptation (SU) Element to meet current climate change regulations and assess the impacts of climate change and other hazards on historically marginalized communities.

Action SU-A.2.a: Public Information. Maintain guidelines for monitoring and disseminating public information related to hazards exacerbated by climate change (extreme heat, flooding, severe weather).

Action SU-D.1.f: Climate Conditions. Monitor changing climatic conditions and assess how they may affect Town operations and processes.

Policy SU-D.2: Public Health Co-Benefits. Support and promote climate mitigation and adaptation strategies that also provide public health co- benefits, such as improved air quality, reduced heat exposure, enhanced community connection, or increased access to green space.

- *See the Land Use and Community Design Element and the Safety Element for additional policies and actions related to low impact design and development and hazard mitigation planning.*

Goal SU-E Prioritize use of zero emission vehicles and promote active transportation and the public transit system as alternative modes of travel to reduce greenhouse gas emissions and support community health.

Policy SU-E.1: Low Carbon Transportation. Minimize transportation-related greenhouse gas emissions.

Action SU-E.1.a: Zero Emission Vehicles. Implement a comprehensive program to significantly increase the use of zero emission vehicles through public education and

promotion, adoption of enhanced building code requirements for electric vehicle charging facilities, and installation of Level 2 and 3 public charging facilities near downtown, commercial districts, multi-family housing, and Town parking lots.

Action SU-E.1.b: Fleet Vehicle Replacements. Give priority to electric and zero emissions vehicles when replacing vehicles in the Town's fleet in accordance with the Town's Fleet Zero-Emissions Policy, with the goal of achieving a zero-emissions fleet by 2030.

Action SU-E.1.c: Clean Transit. Support local transit providers' efforts to transition to zero-emission vehicles by supporting transportation infrastructure, policies, and funding efforts that align with the Town's air quality and energy conservation goals.

GLOSSARY

Adaptation. Adaptation is the process of adjusting to and preparing for the current and future impacts of climate change.

Biocapacity. The capacity of ecosystems to regenerate what people demand from those surfaces.

Ecological footprint. A measure of how much area of biologically productive land and water an individual, population, or activity requires to produce all the resources it consumes and to absorb the waste it generates, using prevailing technology and resource management practices.

Essential public facilities. Essential public facilities include facilities such as hospitals and health care facilities, emergency shelters, fire and police stations, emergency command centers, and emergency communications facilities.

High-hazard areas. High-hazard areas are identified areas subject to a high risk of environmental hazards such as flooding (from storms, sea level rise, dam and levee failure, tsunami, etc.), wildfire, landslide, debris flows, earthquake, and land subsidence. High-hazard areas in the San Anselmo Planning Area are identified on maps located in the Safety Element.

Legal Non-Conforming Uses. Land uses that were lawfully established under previous zoning regulations but no longer comply with current zoning laws. These uses are typically allowed to continue ("grandfathered in") but may face restrictions on expansion, alteration, or reconstruction if significantly damaged or abandoned.

Level 2 charging. Level 2 charging is a method of charging an electric vehicle that uses 240-volt AC power in residential settings or 208-volt AC power in commercial settings. It's a faster way

to charge an EV than Level 1 charging, which uses 120-volt AC power from a standard household outlet. Level 2 charging can add 10–20 miles of range per hour of charging. Level 2 chargers are common at homes, workplaces, and commercial parking lots.

Level 3 charging. Level 3 charging, also known as DC fast charging, is a method of charging electric vehicles. Level 3 chargers use direct current (DC) electricity at a voltage of 400–1000 volts and can add 100-250 miles of range in 30-45 minutes. Level 3 charging is typically only available at public charging stations, such as those found in shopping centers and along major travel corridors.

Lifecycle emissions. Lifecycle emissions are the total emissions produced during the production, use, and disposal of a product or service.

Low-carbon footprint diet. A way of eating that prioritizes plant-based, locally sourced, seasonal, and minimally processed foods in sustainable packaging while reducing food waste and limiting high-emission products (like red meat and dairy) to minimize greenhouse gas emissions.

Microgrid. A microgrid is a group of interconnected loads and distributed energy resources within clearly defined electrical boundaries that acts as a single controllable entity with respect to the grid. A microgrid can connect and disconnect from the grid to enable it to operate in both grid-connected or island mode.

Mitigation. Mitigation means preventing or reducing the emission of greenhouse gases into the atmosphere to make the impacts of climate change less severe.

Resilience. Resilience is the ability of people and their communities to anticipate, accommodate, and positively adapt to or thrive amidst changing climate conditions and hazard events. Resilient communities enjoy a high quality of life, reliable systems, and economic vitality, and they conserve resources for present and future generations.

Resilience hub. A resilience hub is a community-serving facility that supports residents and local government operations during emergencies and power outages. The hub is designed to operate independently of the grid and often combines a solar energy system, battery storage, and electric vehicle charging, which operate outside of emergencies to provide renewable energy and reduce greenhouse gas emissions. A resilience hub also provides a site for gathering, sharing information, and accessing resources. During emergencies, indoor space provides cooling, heating, relief from wildfire smoke, Wi-Fi access, and device charging.

Sustainable landscaping. The practice of designing, creating, and maintaining landscapes in an environmentally friendly and climate-appropriate manner for long-term resilience. This

approach may include the use of native or drought-tolerant plants, permeable surfaces, electric or manual gardening tools, composting, soil enrichment, and other techniques that promote resource efficiency and ecological health.

Tiny forest. A tiny forest is a small, dense, fast-growing woodland, typically planted in an urban area and in a plot about the size of a tennis court. Tiny forests are densely planted with native trees and shrubs and are designed to mimic the natural structure of a woodland. They provide a variety of benefits, including wildlife habitat and carbon sequestration.

Urban heat island effect. An urban heat island effect occurs when a city experiences much warmer temperatures than nearby rural areas. A major cause of the heat island effect is the use of concrete, asphalt, and other materials that absorb heat. Other causes are the reduction of trees and vegetation, and waste heat generated by energy usage in buildings and vehicles.

Vulnerable populations. Vulnerable populations include, but are not limited to, people with disabilities and limited mobility; children and seniors; people with existing health conditions that may be exacerbated by heat, smoke, and utility disruptions; and people with limited English proficiency.

Waste diversion. Waste diversion is the process of diverting waste from landfills through activities such as source reduction, reuse, recovery, recycling, composting, and energy production.

General Plan Update Community Engagement

The following provides a summary of the community engagement efforts conducted as part of the General Plan Update project. The input generated from these events informed existing conditions analysis and established the community's vision for the future. The draft land use map and policy framework are directly informed by the feedback received at these events.

- **General Plan Advisory Committee (GPAC) Meetings:** Met ten times from August 2024 through September 2025 to discuss various topics including visioning, climate change, hillside land uses, circulation, and more. The GPAC is scheduled to meet two more times during the General Plan Update process. Meeting minutes can be found online here.
- **Stakeholder Meetings**: Held with families, churches, private schools, and special districts (including school districts) in June 2024. Meeting summaries are available online.
- **Economic Development Stakeholder Meetings**: Conducted 10 one-on-one interviews with economic development stakeholders in the community. Stakeholders included local business owners, commercial property owners, Chamber of Commerce representatives, and more. The 2024 Economic Development Analysis summarizes these meetings.
- **Pop-Up Events**: Hosted pop-up tables to collect feedback on key town issues at local community events, including:
  - Live on the Avenue events (Summer and Fall 2024)
  - Imagination Park (December 11, 2024)
  - Softball Opening Day (March 8, 2025)
  - Earth Day Fair (April 19, 2025)

  These events focused on long-range planning topics such as open space, recreation, economic development, and climate resilience.
- **Board, Committee, and Commission Meetings**: Attended over 16 meetings from June 2024 to July 2025 with various boards, committees, and commissions to collect targeted input on climate change, equity, transportation, open space, and economic development.
- **Workshops**: Hosted three public workshops from October 2024 to February 2025, focusing on climate change, economic development, and circulation and noise. Workshop summaries are posted online here.
- **Open House:** Held an open house on April 2, 2025 to discuss and solicit input on community programming, parks, and open spaces. A summary of the open house is posted online here.
- **Online Surveys**: Conducted five online surveys, summarized online, on the topics of:
  - Long-term community vision (Summer 2024)
  - Climate change (Fall 2024)
  - Economic development (Winter 2024-2025)
  - Circulation and noise (Winter 2025)
  - Community Programming, Parks, Open Space, and Conservation (Spring 2025)

TOWN OF SAN ANSELMO

GENERAL PLAN UPDATE

Goals, Policies, and Actions Review
November 10, 2025

AGENDA

1. **Review Draft Goals, Policies, and Actions for:**
   - Land Use and Community Design Element
   - Open Space and Conservation Element
   - Sustainability, Climate Change, and Resiliency Element



PURPOSE

1. Provide feedback on the draft Goals, Policies, and Actions:
   - Are there areas where **additional refinement** is needed?
   - Are their important community issues that **remain unaddressed**?
   - Are there policies or actions that seem **unrealistic** or **unachievable**?

GENERL PLAN UPDATE PROCESS

GENERAL PLAN 2045

We are here

PHASE 1: SETTING PRIORITIES

Vision Statement/ Guiding Principles

PHASE 2: GATHER INFORMATION

Background Reports

PHASE 3: ALTERNATIVES & DRAFT GOALS

Draft Goals, Policies, and Actions

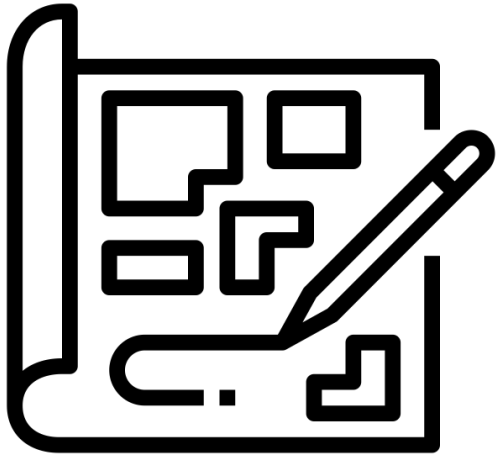
PHASE 4: DRAFT THE GENERAL PLAN AND EIR

DRAFT GENERAL PLAN

DRAFT EIR

SUMMER 2024 | SPRING 2025 | SUMMER 2025 | WINTER 2025

ADOPT GENERAL PLAN Fall 2026



LAND USE and COMMUNITY DESIGN ELEMENT

Icon from the nounproject.com

SAN ANSELMO GENERAL PLAN 2045

LAND USE and COMMUNITY DESIGN ELEMENT

Organization:

- Growth Management
- Community Design
- Governance and Inclusion
- Land Use Map



LAND USE and COMMUNITY DESIGN ELEMENT

Key Policies and Actions:

- Infill development focus (LU-A.2)
- Annexation criteria (LU-A.4)
- Reserve Areas designated along major corridors for future housing needs (LU-A.7)
- Rezone public school sites to Public Facilities District and allow housing at 40 du/acre (LU-B.5.a)
- Create a new Parks zoning district (LU-B.6.a)
- Age- and disability-friendly community design (LU-D.8)



LAND USE and COMMUNITY DESIGN ELEMENT

Key Policies and Actions:

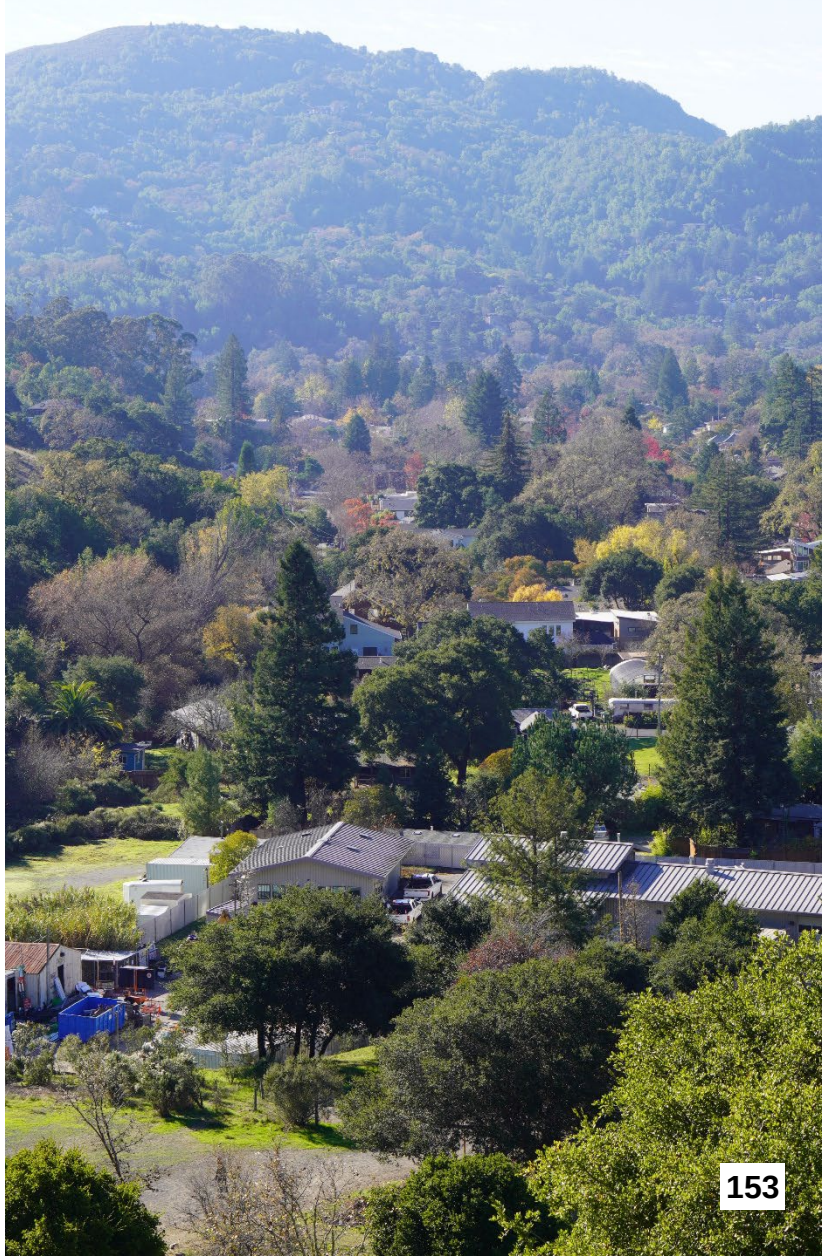
- Hillside development protection (LU-C.2)
- Ridge Zone protection criteria and map (LU-C.3)
- Enhance commercial corridors along Sir Francis Drake Blvd and Red Hill/Greenfield Aves (LU-D.5)
- Lead in diversity, equity, inclusion, and belonging principles and practices in local decision-making and hiring processes (LU-H.7)



LAND USE and COMMUNITY DESIGN ELEMENT

Actions that entail significant staff time or expenditures:

- Create hillside and ridge zone objective development and design standards (LU-C.3.b)
- Prepare a master plan for San Anselmo Avenue between San Rafael and Bolinas Avenues (LU-D.4.d)



LAND USE and COMMUNITY DESIGN ELEMENT

Actions that entail significant staff time or expenditures:

- Update zoning standards to encourage mixed-use development on Greenfield Ave and Sir Francis Drake Blvd (South) (LU-D.5.a)
- Update zoning standards to revise allowable land uses and require landscaped building setbacks on Red Hill Ave and Sir Francis Drake Blvd (North) (LU-D.5.b)
- Create a streetscape master plan for Greenfield Ave and Sir Francis Drake Blvd (North) (LU-D.5.d)

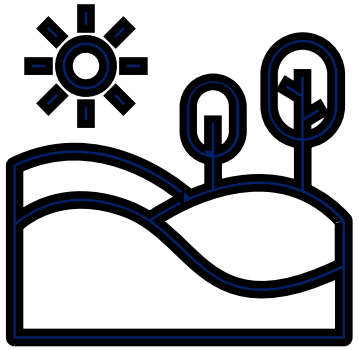


LAND USE and COMMUNITY DESIGN ELEMENT

Actions that entail significant staff time or expenditures:

- Prepare a historic context statement for the town (LU-E.1.a)
- Prepare a historic survey and inventory (LU-E.1.b)
- Prepare a historic preservation ordinance and program (LU-E.1.c).
- Consider establishing a historic district (LU-E.1.d).





OPEN SPACE and CONSERVATION ELEMENT

SAN ANSELMO GENERAL PLAN 2045

OPEN SPACE and CONSERVATION ELEMENT

Organization:

- Open Space Protection
- Open Space Acquisition
- Access to Open Space
- Open Space Stewardship
- Wildlife and Habitat Protection
- Streams and Riparian Corridors
- Trees
- Air Quality
- Tribal Cultural Resources



OPEN SPACE and CONSERVATION ELEMENT

Key Policies and Actions:

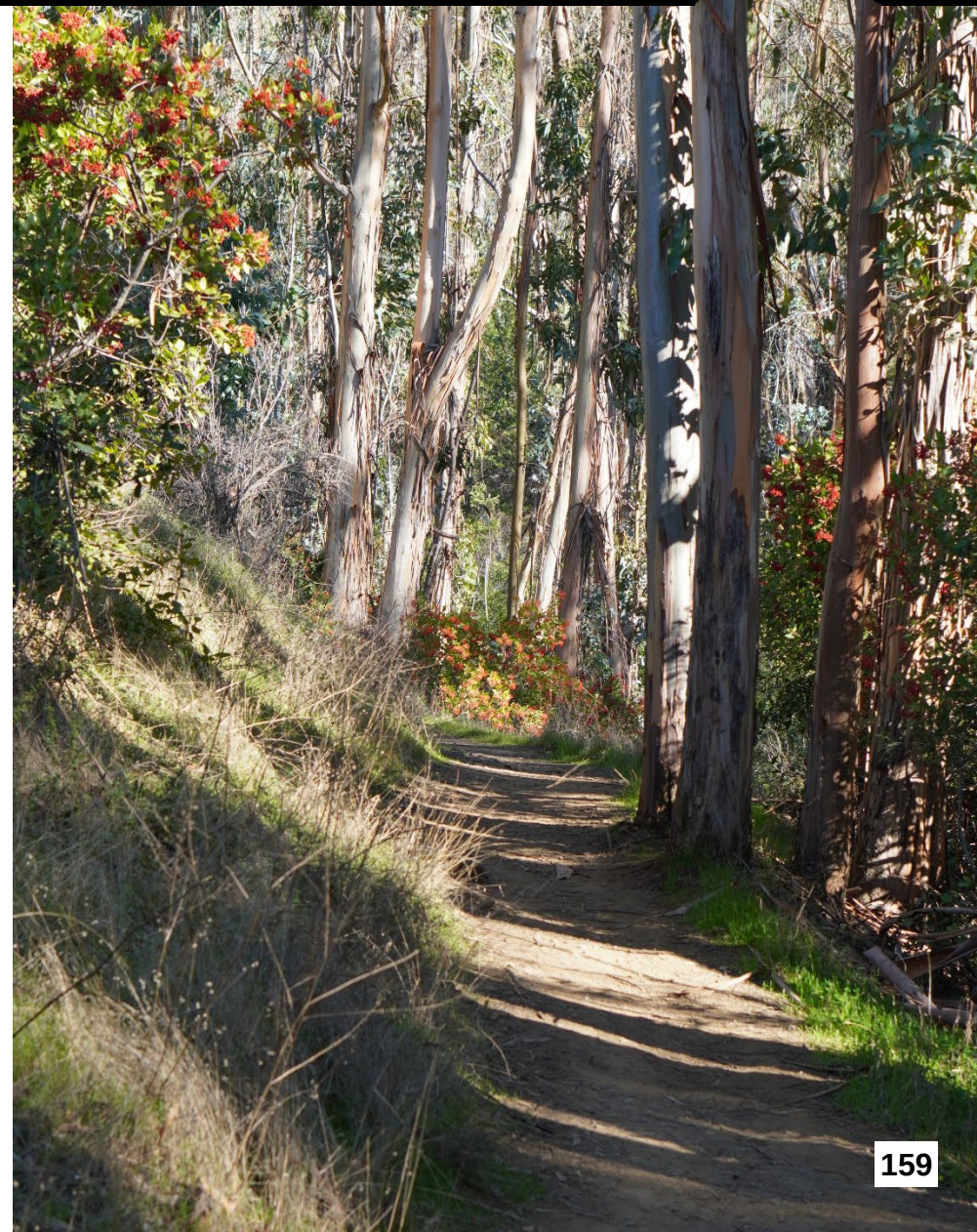
- Support acquisition and preservation of identified private properties (OSC-A.3.a)
- Encourage equitable public access to open space areas for all residents, where appropriate (OSC-A.5)
- Preserve and protect areas that function as wildlife corridors (OSC-B.2)
- Protect and conserve special status species, creeks, and other important habitat and wildlife (OSC-B.3 and OSC-B.4)

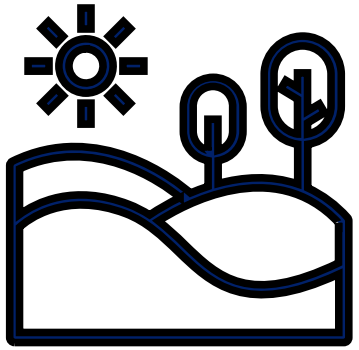


OPEN SPACE and CONSERVATION ELEMENT

Actions that entail significant staff time or expenditures:

- Prepare a Conservation & Open Space Stewardship Plan, with community engagement, to address maintenance, restoration, hazard reduction, passive recreation, and potential funding sources (OSC-A.9.b)
- Conduct a wildlife corridor identification effort (OSC-B.2.a)





SUSTAINABILITY, CLIMATE CHANGE, and RESILIENCY ELEMENT

SAN ANSELMO GENERAL PLAN 2045

SUSTAINABILITY, CLIMATE CHANGE, and RESILIENCY ELEMENT

Key Policies and Actions:

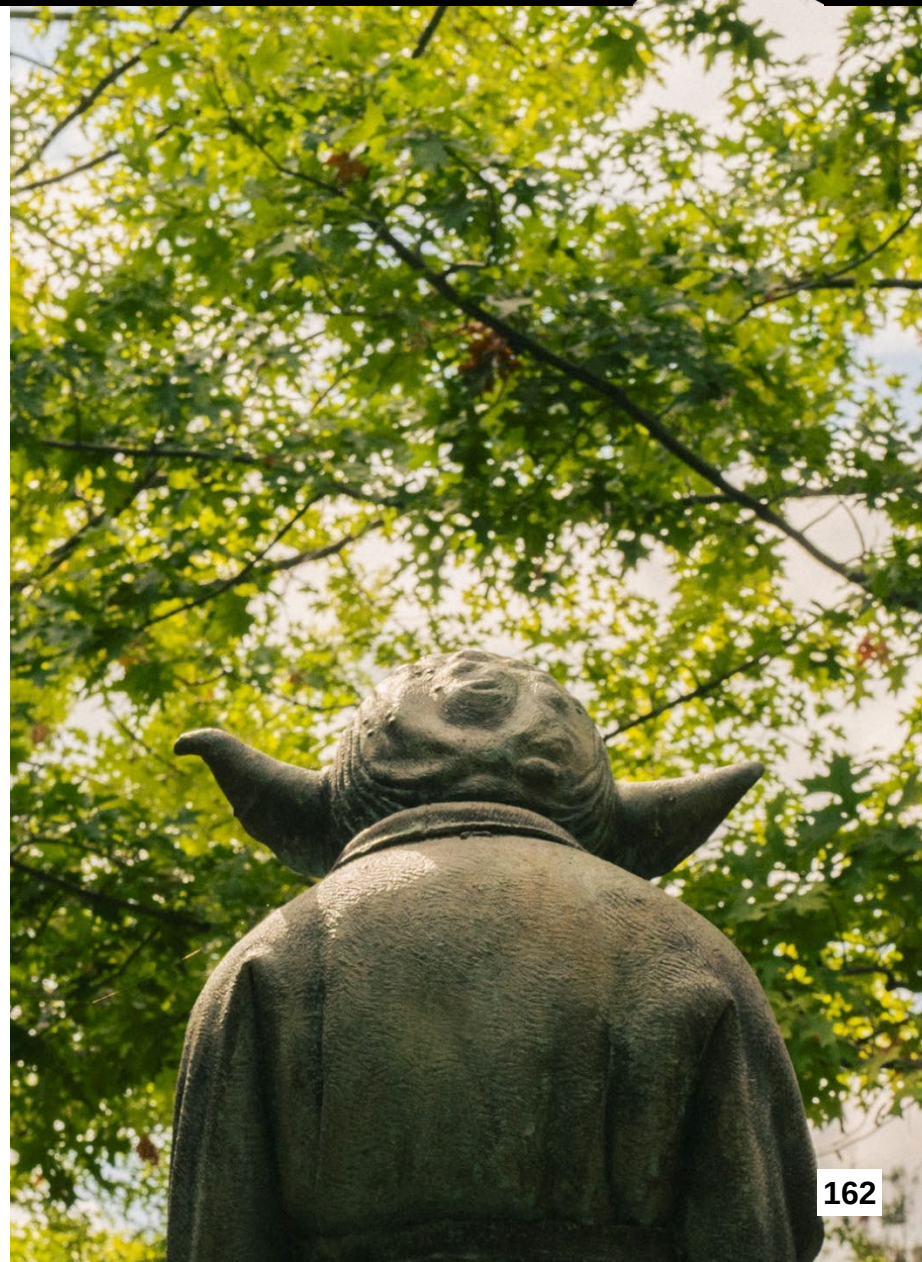
- Reduce carbon footprints, waste, and greenhouse gas emissions (SU-A and SU-C)
- Educate the community and share resources for climate change and preparedness (SU-A.1)
- Accelerate the conversion to renewable energy (SU-C.2)
- Create equitable access to resources & services during climate-related events (SU-D.1.b)
- Prioritize zero-emission vehicle use, active transportation, and public transit (SU-E)



SUSTAINABILITY, CLIMATE CHANGE, and RESILIENCY ELEMENT

Actions that entail significant staff time or expenditures:

- Update and implement the Climate Action Plan (SU-C.1.b)
- Consider building regulations which preclude gas appliances and infrastructure in new buildings (SU-C.2.a)
- Pilot a fee reduction program to incentivize the conversion to electric appliances (SU-C.2.b)
- Replace natural gas appliances and equipment at all Town facilities (SU-C.2.c)



SUSTAINABILITY, CLIMATE CHANGE, and RESILIENCY ELEMENT

Actions that entail significant staff time or expenditures:

- Consider adopting green building regulations (SU-C.3.a)
- Prepare an Urban Forest Master Plan to preserve and plant native trees on public parks, medians, and rights-of-way (SU-C.4.a)
- Plan for a microgrid to support community functions year-round and during hazards (SU-C.5.a)



SUSTAINABILITY, CLIMATE CHANGE, and RESILIENCY ELEMENT

Actions that entail significant staff time or expenditures:

- Enhance the capacity of Town and school facilities to become Resilience Hubs (SU-D.1.a)
- Implement a comprehensive program to significantly increase the use of zero emission vehicles (SU-E.1.a)



NEXT MEETING

- **December 9, 2025:** Review Draft Goals, Policies and Actions from Remaining Elements



Outlook

Public Comment - Item 2.2

From Warren Wells <warren@marinbike.org>
Date Mon 11/10/2025 4:47 PM
To Town Council <towncouncil@sananselmo.gov>

CAUTION: External Sender

Mayor Kullaway and Members of the Town Council,

In reviewing the General Plan Update: Draft Goals, Policies, and Actions for Sustainability, there is a notable and disappointing lack of attention to low- and zero-carbon modes of transportation other than driving with electric vehicles.

While Goal SU-E urges the prioritization of active transportation and public transit, policy SU-E.1 of "minimizing transportation-related greenhouse gas emissions" only has actions regarding electric cars. This is a serious omission.

The California Air Resources Board has stated in no uncertain terms that, in order to reach the state's greenhouse gas reduction goals, electrifying the vehicle fleet alone will not be sufficient. Overall vehicle miles traveled (VMT) must be reduced by 25% below 2019 levels by 2030 and 30% below 2019 levels by 2024 (CARB 2022 Scoping Plan).

This VMT reduction must be carried out by municipalities across the state, and can be accomplished by rapid action to make walking and bicycling safer and more practicable. While no one is going to take an e-bike on their trip to Mendocino, many trips taken on a daily basis are short and could easily be accomplished with a bike or e-bike. Research has shown that a large share of adults are interested in riding more for transportation than they do, but are concerned about safety. This latent demand is not accommodated by paving the way for more electric vehicles, but rather reconfiguring our streets to separate bicycle and vehicle traffic.

Furthermore, beyond the scope of sustainability, one of the most frequent complaints people have about living in Marin is the traffic. If our county is going to continue to grow, as state mandates for housing will cause it to, then we must facilitate travel outside of motor vehicles. Otherwise we will all be sitting in electric vehicles, stuck in traffic at the Hub.

The Town of San Anselmo has been doing excellent work in recent years on bicycle and pedestrian improvements, and we do not doubt the commitment and capability of its staff. Work is ongoing to build a bikeway connection through Creek Park, and multiple traffic calming treatments installed along repaving have made streets safer. However, we believe these actions should be codified in the General Plan Update as supporting the sustainability of the Town. Transportation is the single largest GHG emitter in San Anselmo, and the best way of reducing emissions from cars is to have fewer cars driving on the road.

Thank you for your time and consideration.

--

Warren J. Wells, AICP
Policy & Planning Director
Marin County Bicycle Coalition
phone/text (415) 456-3469 | marinbike.org

We're creating a healthy, connected, and sustainable Marin by promoting bicycling for everyday transportation and recreation. Love to ride? Join MCBC today!

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.3

MEETING DATE: 11/10/25

AGENDA TITLE: Live on the Avenue 2025 Recap & Review

FROM: Mattie O'Grady – Community Services Director
Kelley Warner – Community Engagement Coordinator
Jamie Bristow – Recreation Supervisor

RECOMMENDATION: That Council receive and file the summarized information regarding the 2025 Live on the Avenue Town event series.

BACKGROUND

Live on the Avenue is San Anselmo's annual summer music and community event series, produced by the Town with support from partners, sponsors, and local businesses. The series transforms the downtown corridor into a lively pedestrian zone each Friday and Saturday evening from June through September and features live music performances, outdoor dining, and family-friendly activities. Over the years, the series has become one of San Anselmo's signature community events, attracting thousands of attendees each season.

The 2025 season marked the fifth year of Live on the Avenue, continuing its success while adapting operations to elevate the quality of the experience.

Tonight, staff will be presenting a recap and review of the event specifics and operations, as well as data points from Placer.ai, the Community Survey, and the Business' Survey.

FISCAL IMPACT

Staff will return on December 9th to present the proposed 2026 Live on The Avenue event application and budget.

GENERAL PLAN CONSISTENCY

N/A

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

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

ATTACHMENTS

Attachment 1- Live on The Avenue 2025 Presentation

2025 Event Series Review & Survey Results

2025 Recap

Fridays + Saturdays
June 20th– September 27th

Street Closures 5:00-9:30pm
Music Sets 6:00-8:30pm

- 29 Evenings of Street Closures
- 60 Individual Bands/Entertainers
- 6 Youth Bands
- 6 California Film Institute Movies (3 Nights)
- 1 Comedy Night
- 1 Parade





Music Elevation & IDC

- The Independent Distribution Collective (IDC) assisted in band selection, production support, sound engineering, hospitality, and provided a nightly show manager
- IDC advised the Town on purchasing new sound systems
- Provided industry expertise and quality control while understanding the essence of community
- Dedicated staff attended daily



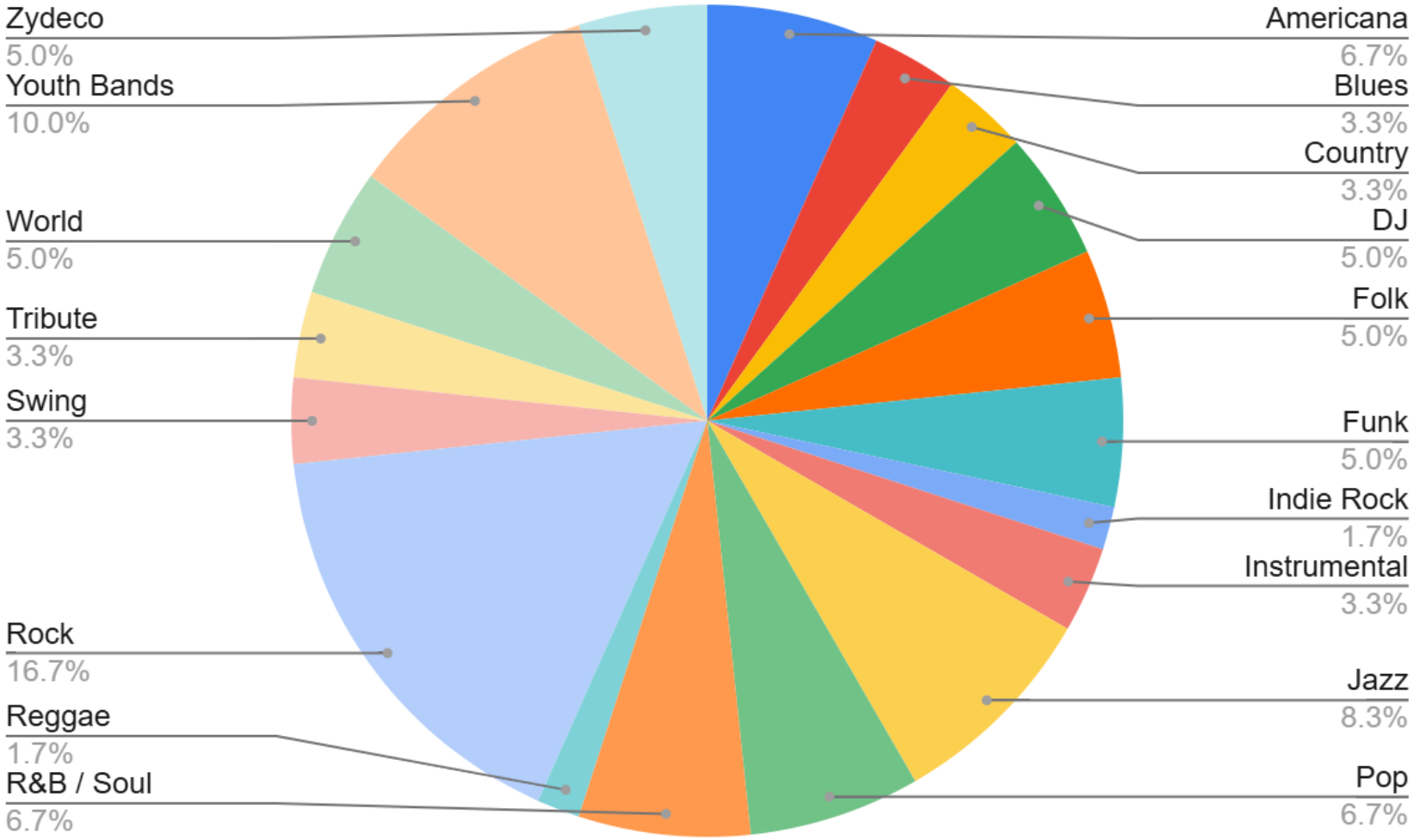
Diversity of Music Selection

29 Nights of Music

60 Bands/ Live Entertainment

Additional Genres to consider:

- Bluegrass
- Reggaetón
- Salsa
- Mariachi
- Hip-hop



2025 Budget Overview

Town Contributions: **$65,974**

Staffing, Production Team, Restrooms, Good & Clean, Marketing & Signage

Fundraising Contributions Total: **$106,564**

$85,389 – Sponsorships
$15,674 – Friends & Family Donations
$5,500 – Starting Bank Balance

Recreation Dept. Contributions: **$10,000**

Purchase of P.A.s and Sound Equipment

2025 Budget Details

Town Expenses:		
Production Manager & Daily Show Manager	$	17,375
Signage & Graphic Design	$	5,166
Portable Restrooms/Servicing	$	7,323
Good & Clean Services	$	10,350
DPW Staffing Costs (only during events)	$	25,760
Rec Dept Sound Systems Purchase	$	10,000
Total:	**$**	**75,974**

Fundraising Expenses:		
Music/Bands/Rental Equipment	$	66,499
Signage/Graphic Design	$	7,055
Programs/Vendors	$	8,872
F&F Swag	$	3,409
Band Hospitality	$	725
Misc. Supplies (Checks & Turf)	$	254
Parade Day Activities	$	6,278
Remaining Balance for 2026	$	13,472
Total:	**$**	**106,564**



Placer.ai Data



Utilization of Placer AI Data – 2025 Metrics

Fridays + Saturdays from 4:00-9:00pm
LOTA Area (includes parks)

LOTA 2025 - Fri/Sat 4-9pm
Jun 20 - Sep 27, 2025

Metrics

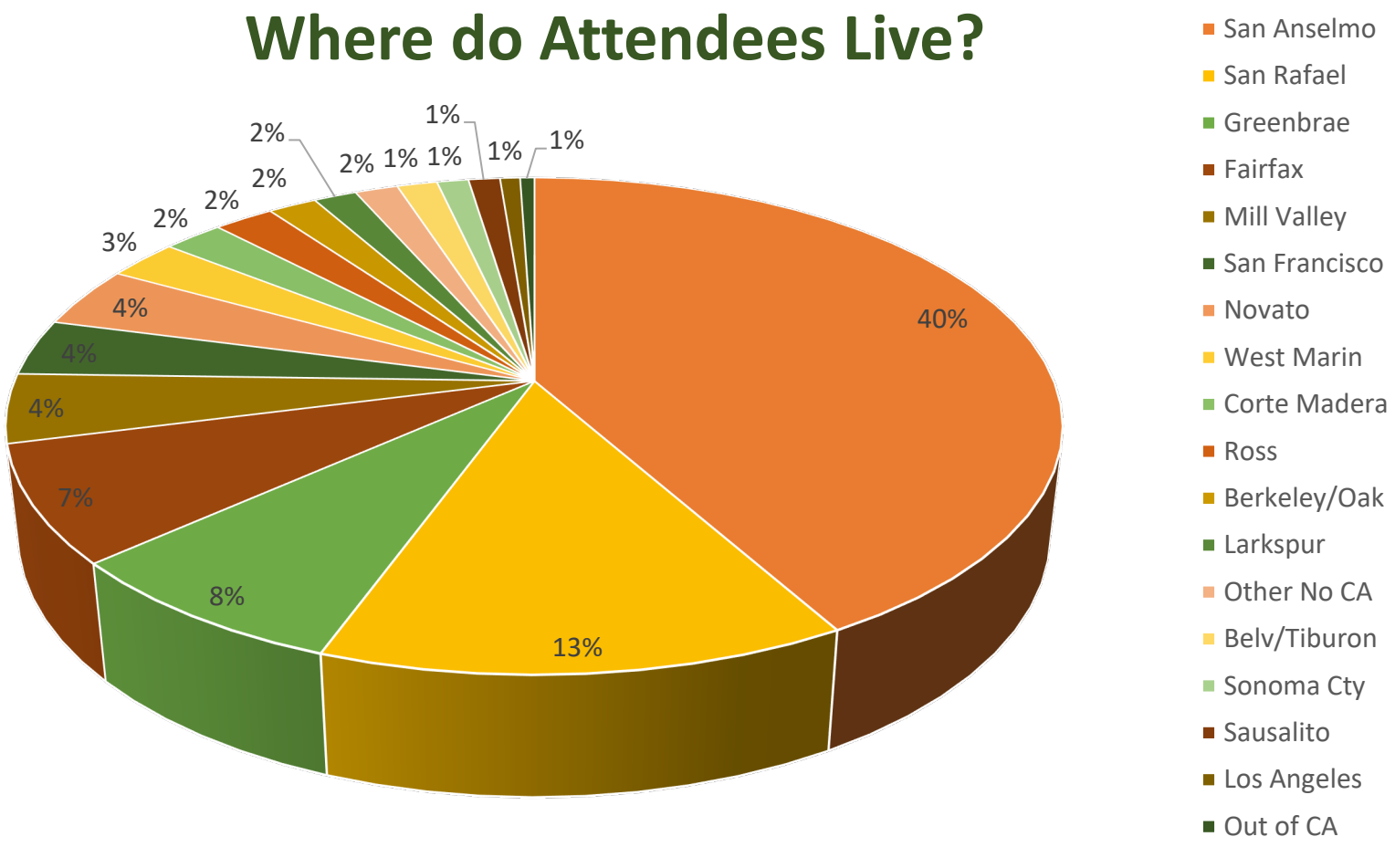
Live on the Avenue
San Anselmo Avenue, San Ansel...

Visits	28.5K	Visit Frequency	1.48
Visitors	19.3K	Avg. Dwell Time	92 Min

Placer.ai Data – Origin of Visitors

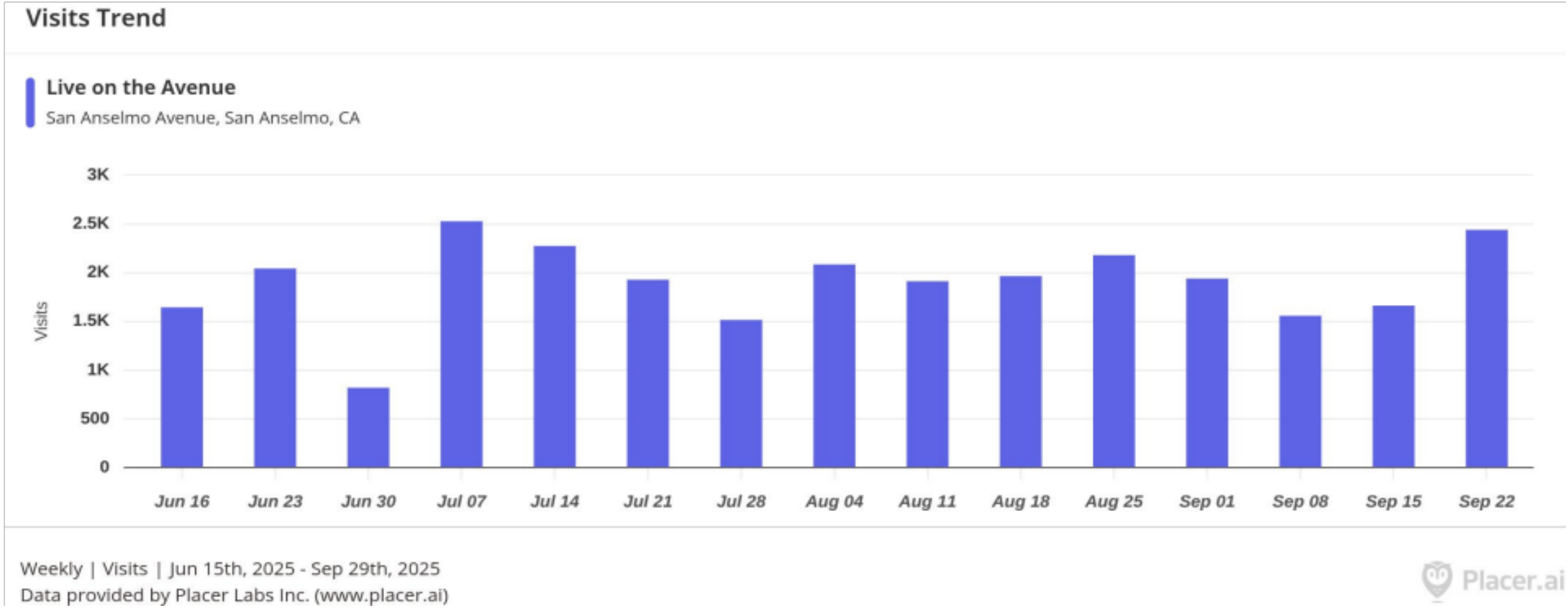
Quote from Community Survey:

"I was speaking with someone in Indiana recently and I mentioned I live in San Anselmo. He said, "I've been to that really great street fair you have." His brother it turns out lives in Tiburon, but all to say, we're recognized nationally."



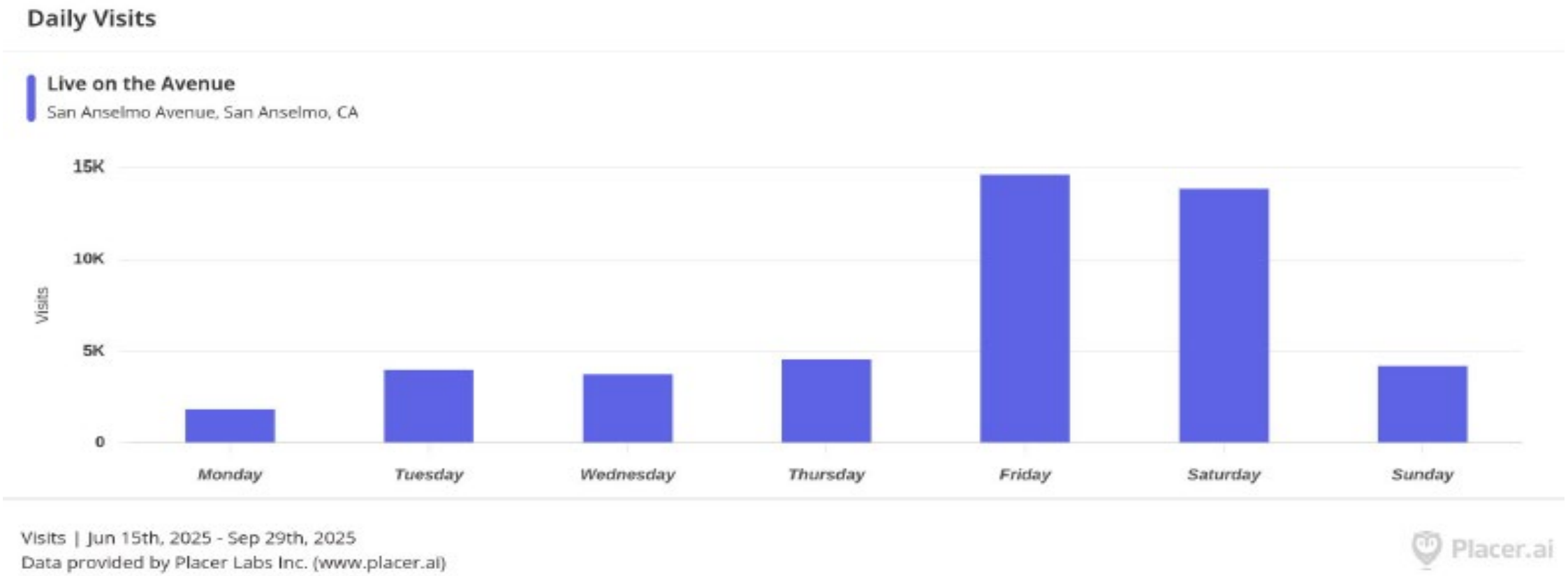
Placer.ai Data – Weekend Attendance

LOTA 2025 - Fridays + Saturdays combined visits from 4:00-9:00pm
LOTA Area (includes parks)



Placer.ai Data – Daily Visits

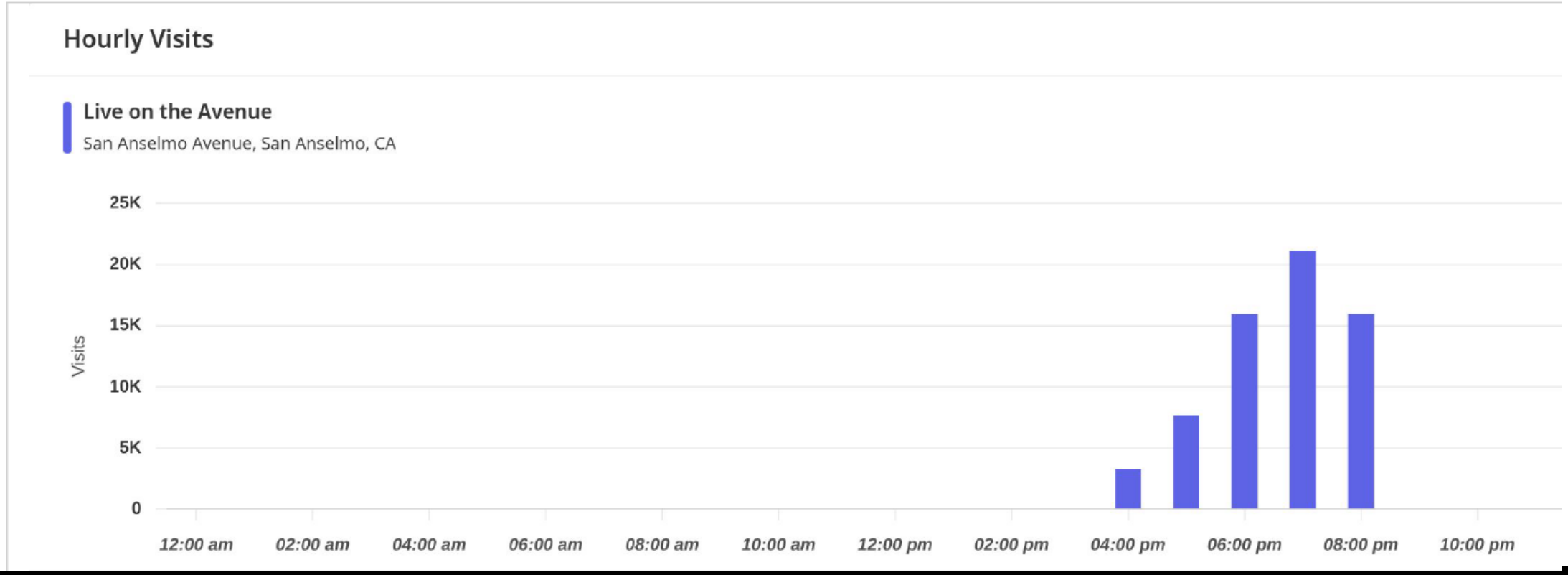
LOTA 2025 window - all days' visits from 4:00-9:00pm
LOTA Area (includes parks)



Placer.ai Data – Hourly Visits

LOTA 2025 - Fri/Sat 4-9pm
Jun 20 - Sep 27, 2025

Fridays + Saturdays from 4:00-9:00pm
LOTA Area (includes parks)



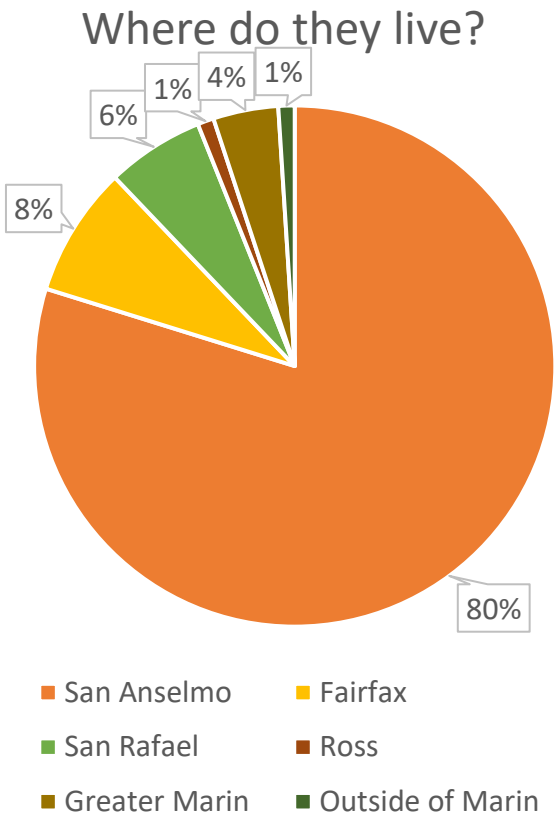
LIVE ON THE AVENUE

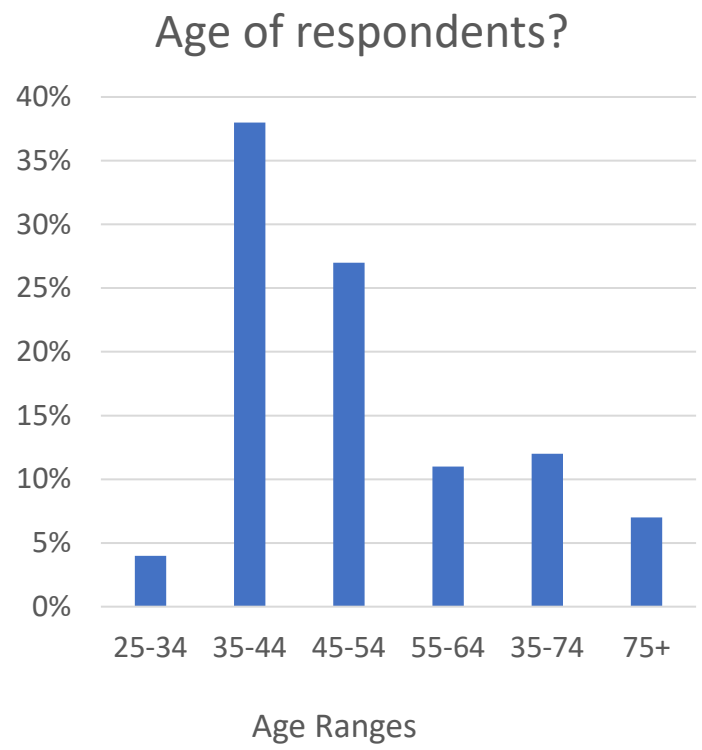


2025 Community Survey Results

2025 Community Survey Recap

455 Survey Responses

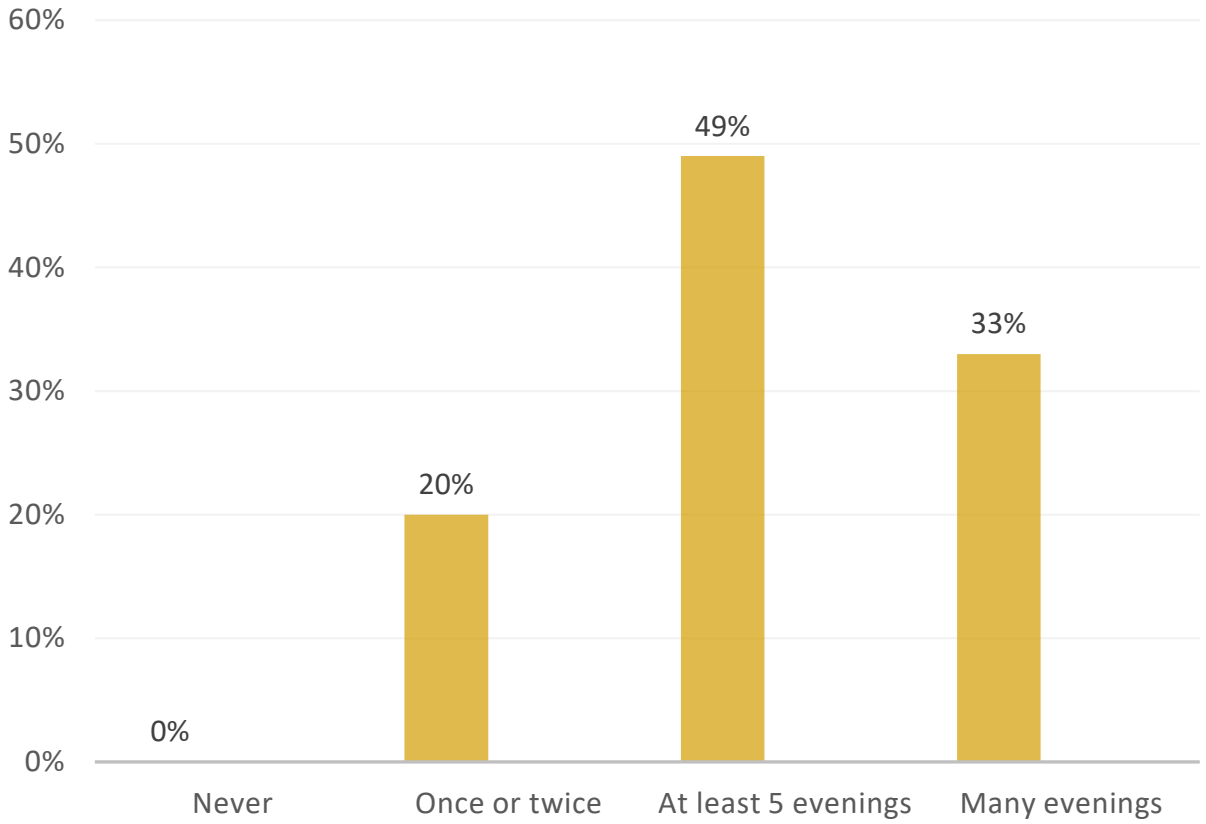






2025 Community Survey Recap

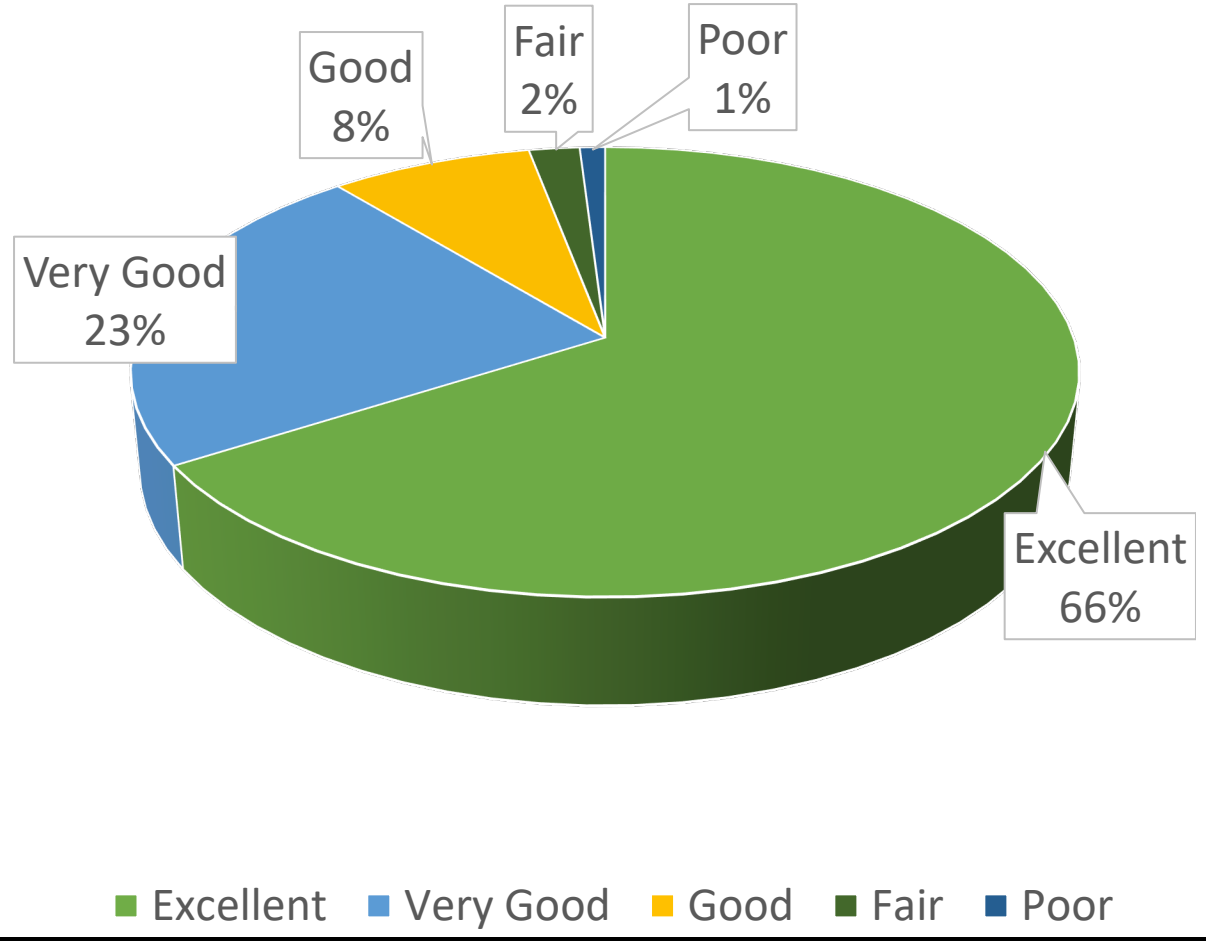
How often did they Attend?:





2025 Community Survey Recap

Overall impression of the 2025 series:





2025 Community Survey Recap

95% of respondents assured us they would attend next year



2025 Community Survey Recap

17% said they prefer the series be changed to one evening/weekend

83% said they prefer that the series be maintained at two evenings/weekend



2025 Community Survey Recap

Level of Satisfaction with Specific Aspects of the Series:

Timing of the Music

(6:00-8:30pm)

46% loved it
38% liked it
9% neutral
5% mildly disliked

Street Closures

(5:00 soft, 6:00 – 9:30pm closed)

64% loved it
25% liked it
7% neutral
6% mildly disliked



Street Closure Operations to Note:

Central Marin Police Association data points for Live on the Avenue street closure area:

2025	2024
41 parking citations 3 tows*	6 parking citations No tows

*As this was the fifth year of the series and due to the increased number of vehicles parked along the Avenue in 2025, staff implemented a towing policy for cars parked near either end of the event area when removal was possible. Vehicles located near the center of the event were coned off by CMPA to maintain visibility.

In response to the open-ended survey question, "Is there anything else you would like to add?", several participants (at least 10) mentioned preferring an earlier start time. One respondent shared, *"I liked it when it started a little bit earlier last year because we have young children and bedtime is at 7:00 p.m., so we would prefer an earlier start."* Notably, there were no comments requesting a later start time.

2025 Community Survey Recap

Level of Satisfaction with Specific Aspects of the Series:

Number of Booked Performers

63% loved it
24% liked it
6% neutral
2% mildly disliked

Quality of Bands

80% loved or liked for Creek Park
75% loved or liked for Town Hall

Comment: "*Live on the Avenue is a town treasure. We meet our neighbors there; our kids play together there. I see so many bands and musicians that I never would have known about. I honestly think it's one of my favorite things about San Anselmo.*"



2025 Community Survey Recap

Question: When you came down to the event what did you do?

90% Loved strolling the closed Avenue

80% said Music in Creek Park

79% Met up with friends and/or family in the parks

73% said Music at Town Hall

61% said their kids played on the Avenue

28% attending the Movie Nights

2025 Community Survey Recap: Economic Vitality Impact

79% of respondents said they would be more likely to patronize a business who is a Live on the Avenue sponsor

73% visited the local restaurants on those evenings

71% said they purchased food or drinks at the tent vendors

60% said they visited open stores

Comment: *"We definitely support the downtown businesses a lot more as a result of these events..."*

2025 Community Survey Recap: CAFilm Movie Nights





Comment: "The *Frozen* movie sing-along was a highlight of the summer for my daughter!"

Three double-feature themed movie nights with our partner, CAFilm - younger targeted movie at 5:30pm, followed by older skewed family movie at 7:00pm.

LIVE ON THE AVENUE



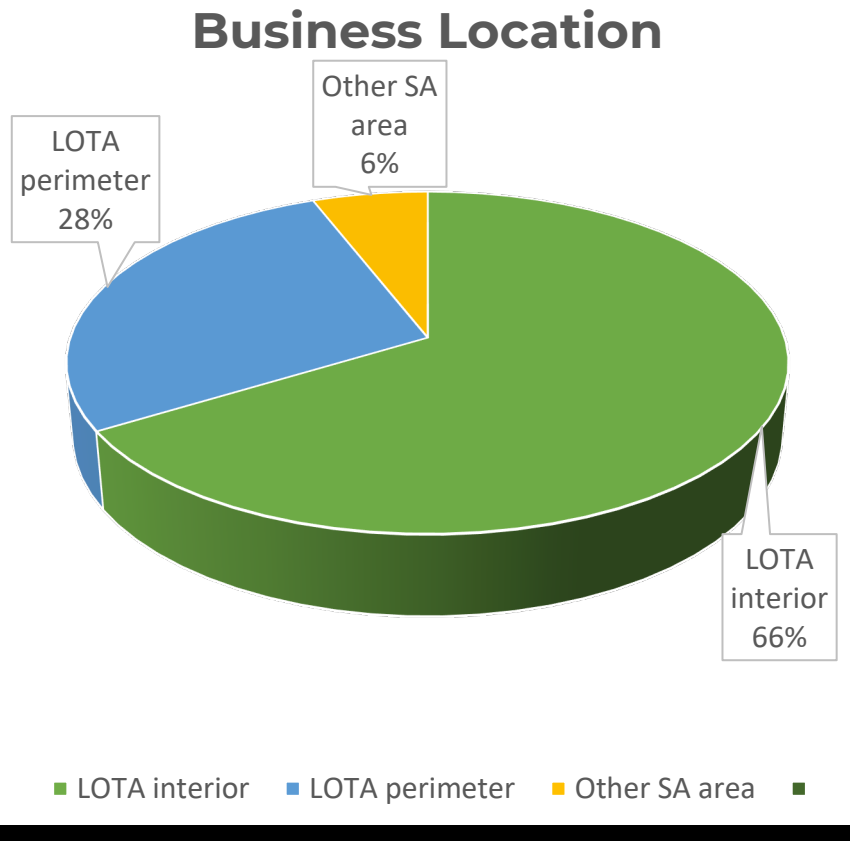
2025 Business Survey Results

2025 Business Survey Results

36 businesses completed the business survey

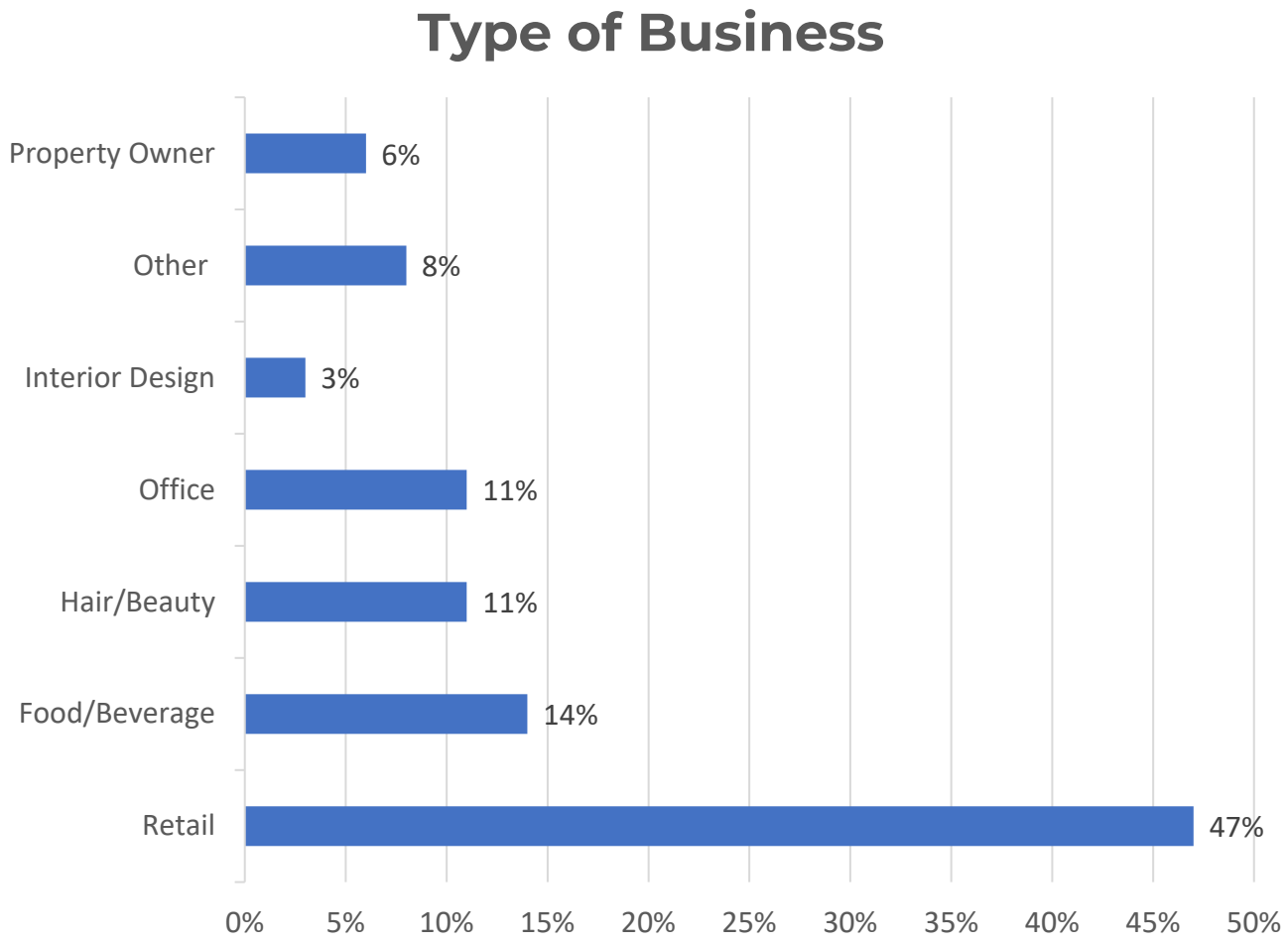
Staff offered two options for businesses to share feedback:

- Online Survey (5 minutes)
- Set-up individual meetings with Town Staff





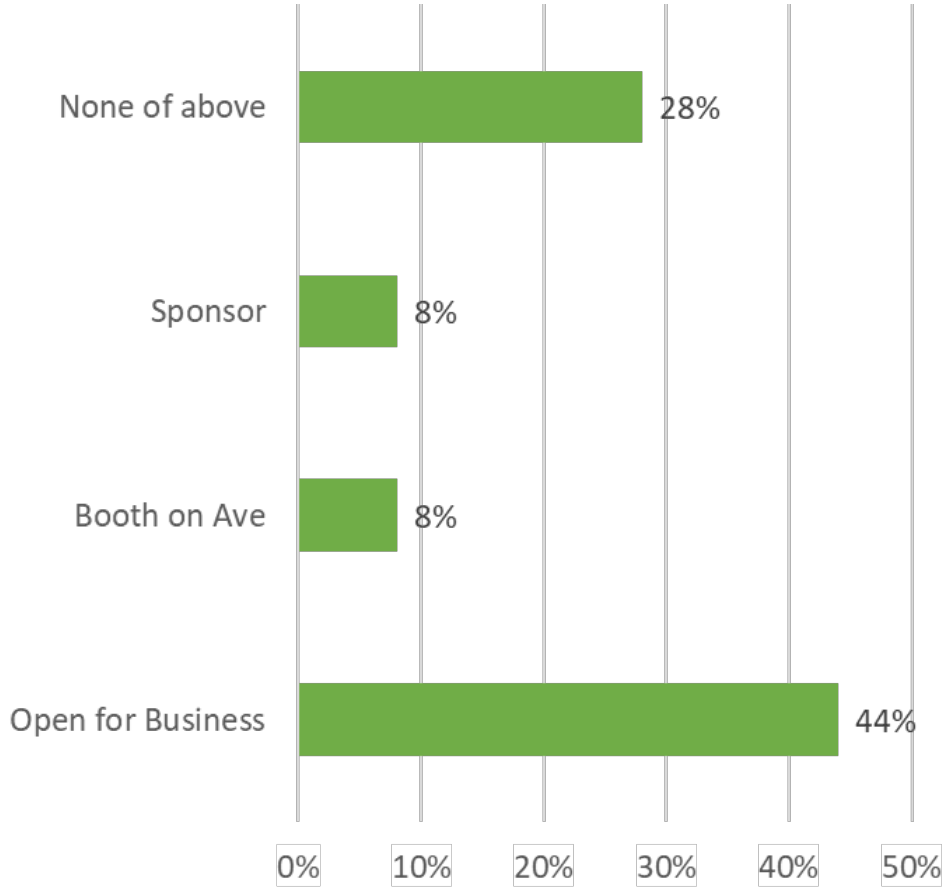
2025 Business Survey Results

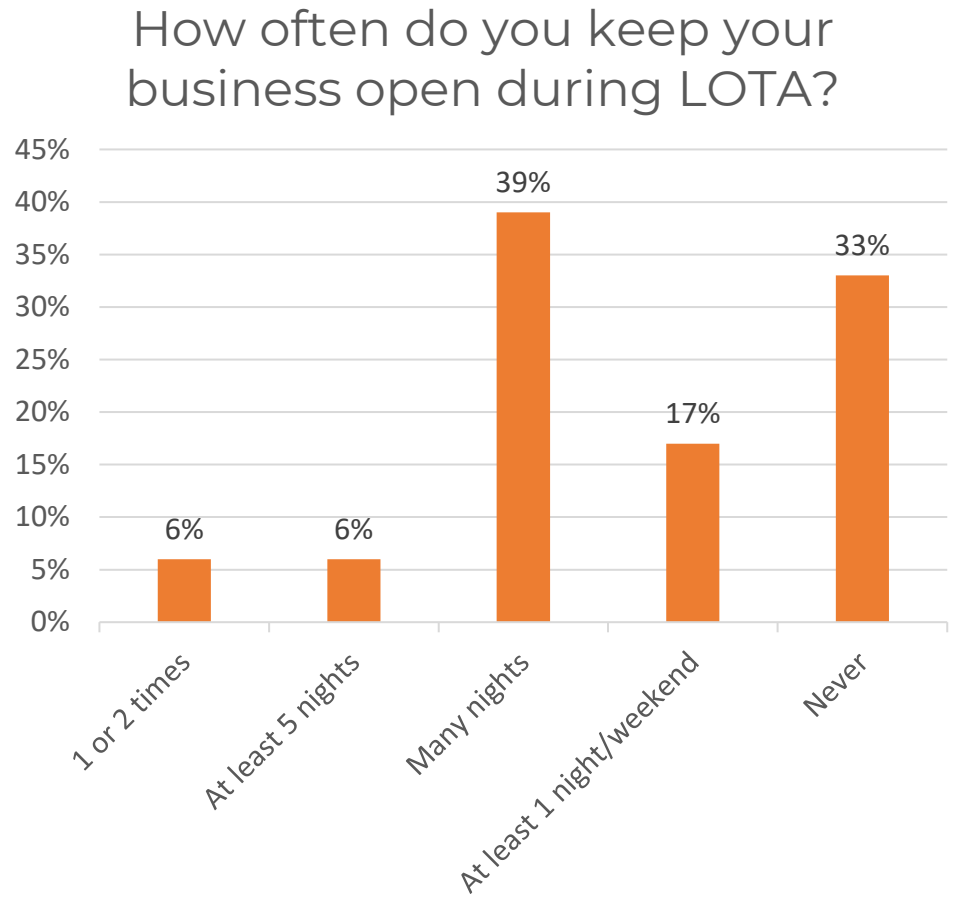




2025 Business Survey Results

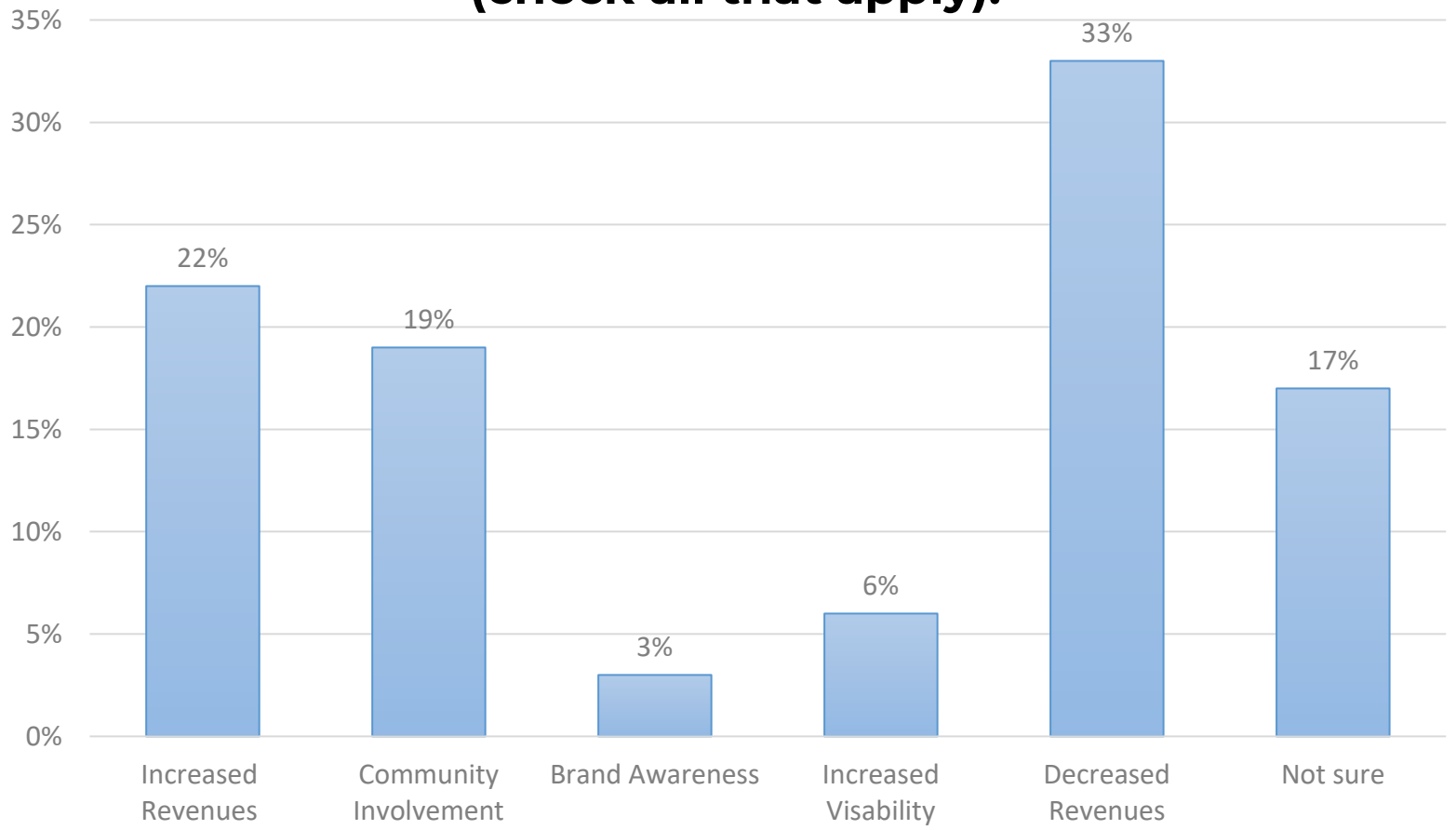
How did you participate as a business during Live on the Avenue?





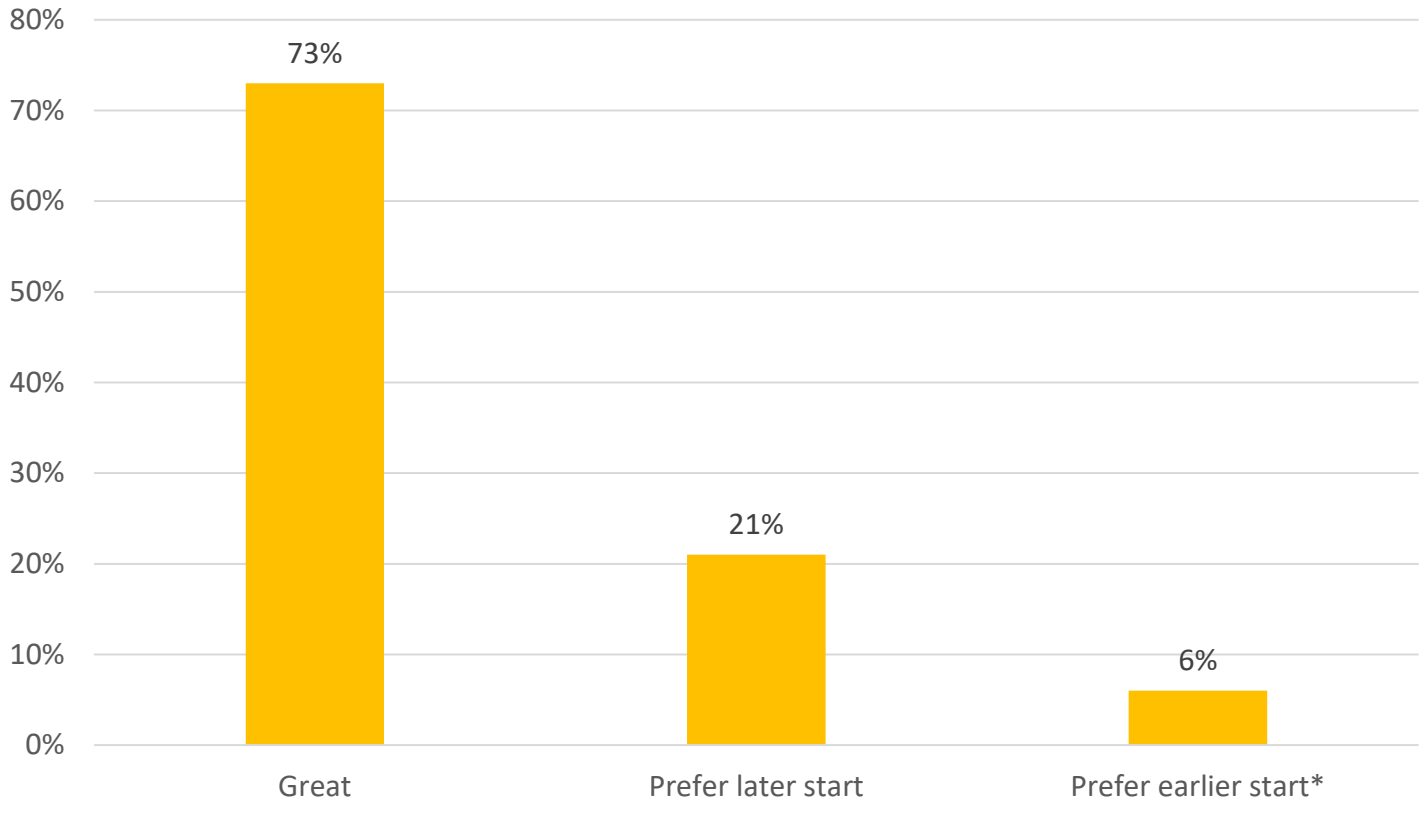
2025 Business Survey Results:

Business Impact: Do you think LOTA had an impact on your business? (check all that apply):



2025 Business Survey Results:

Levels of Satisfaction with Event Start Timing

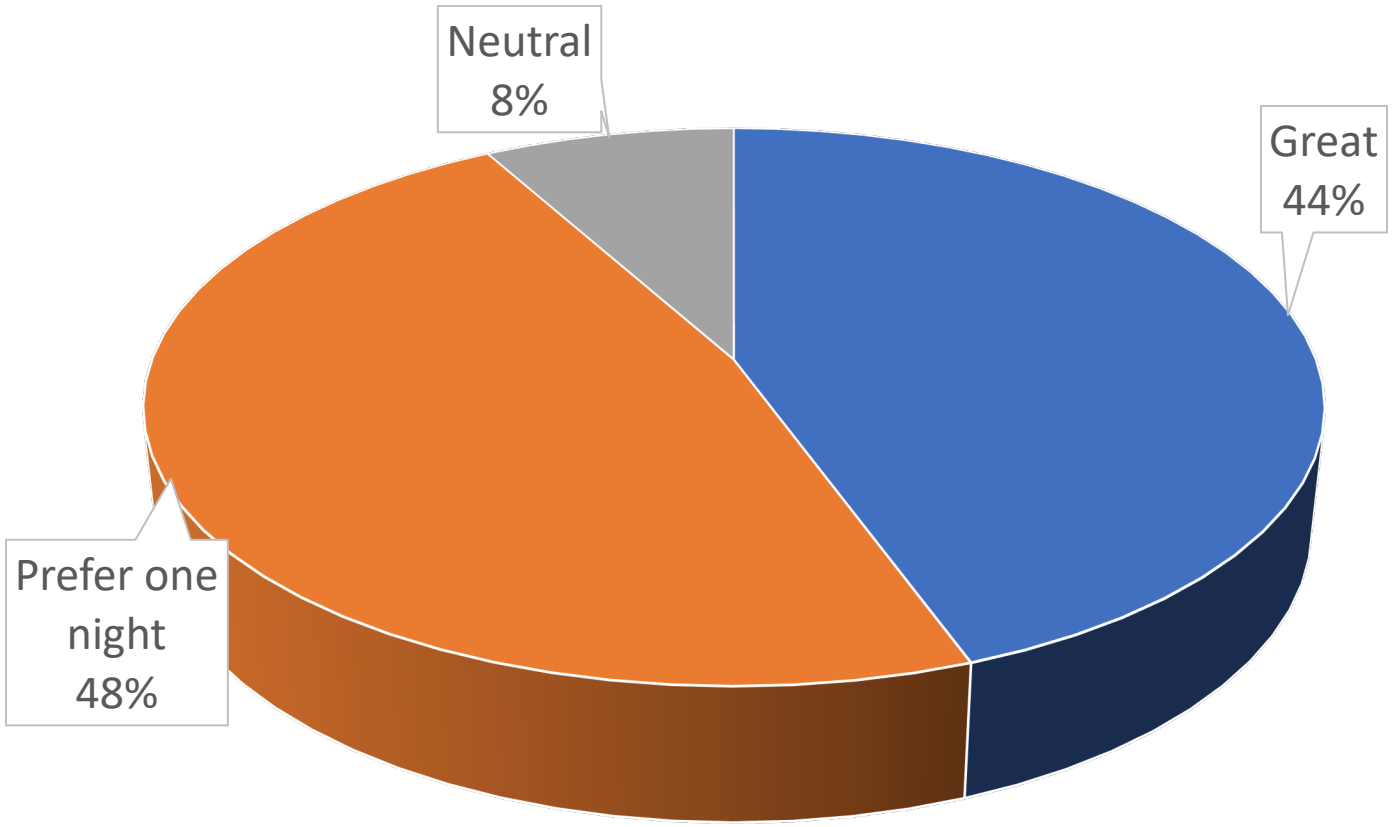


*Note: this choice was suggested in open comments (not solicited on survey)



2025 Business Survey Results:

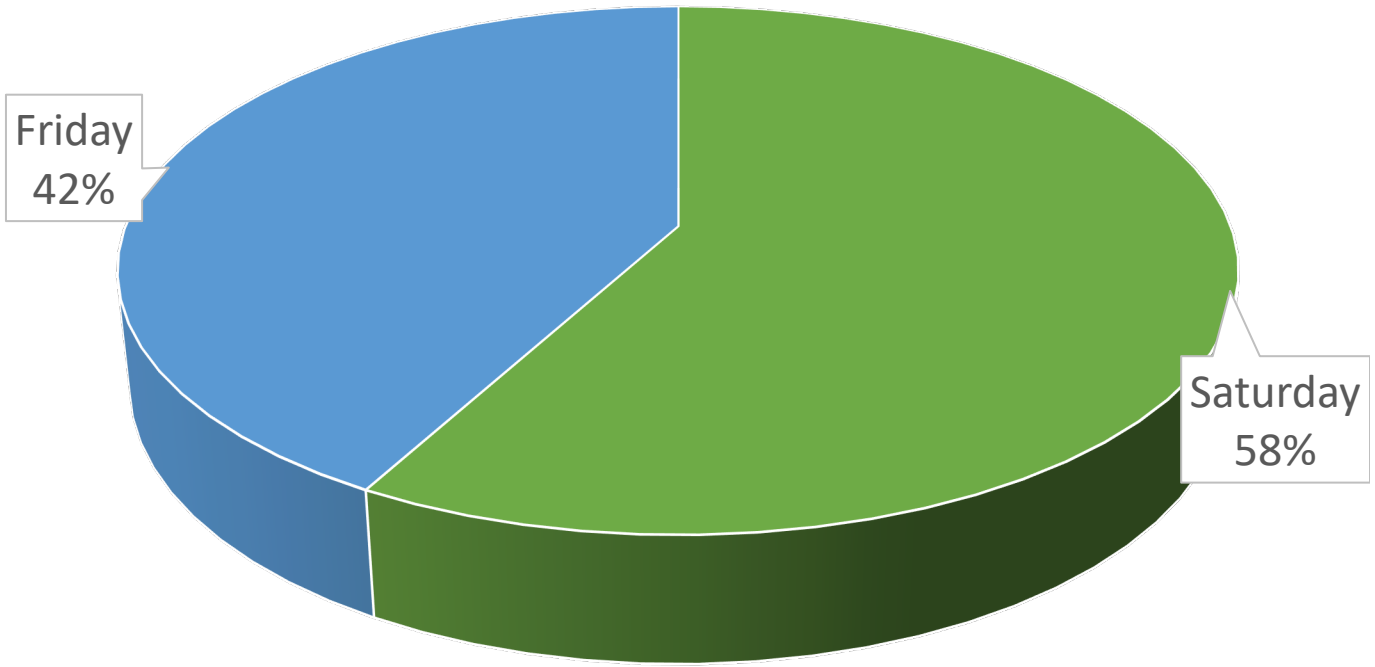
What are your thoughts about having the event held twice a weekend?





2025 Business Survey Results:

If the decision was made to have only one evening per weekend, which one do you prefer?





LIVE ON THE AVENUE



Giving Thanks for 2025

Gratitude & Appreciation to the 2025 Sponsors!







Gratitude & Appreciation to our 2025 Friends & Family Donors!

Thank You to our Friends & Family!

Hometown Heroes

$1000+

The Dricken Family

Ben and Claire Whitlatch

Ann Gagliardi & Forrest Koenig

Elizabeth & Adria Losa

In Loving Memory of Edward O'Grady

Lauren Baumgartner DMD & family

Local Legends

$500

Sandy Armstrong & Alice Lee

The Young Perlman Family

Matt, Jess, Harper & Jonah White

The Hermans Family

Gregg Olsson

Kathleen Lovold

Tha Matson Family

Music Makers

$250

The Crain Family

The Swaroop-Mathi Family

Tamalpais Asset Management

Tzur Family

The Ferenc Family

The Forrest Family

The Macneil Family

Emma & Kyle Jamison

Wes & Ella

Shelley & Chris Wilson

Mally & Thomas Nielsen

The Clayton Family

2025 Baldydash Averager: Brit Starr

LIVE ON THE AVENUE



Questions?



Addendum

2025 Programming

Special Town Programming:

- Good Fun Stuff Maker Area
- Basketball Hoop on Magnolia
- Silent Disco
- Community Parade
- It’s a Vibe Dance parties in Imagination Park
- Swing Dance Lesson
- Alvin Petty Bowling Alley
- Sterling The Bubblesmith
- Youth Band Showcase (3 bands ages 9-17)
- Teen Band Showcase (3 teen bands)
- Kids Gallery Craft Station
- Screen Printing Posters with City Studio
- Washing Away Your Fears (interactive art program)

Other Programming:

- Kids Zone
- Community Painting with Michael Feldman





Communications to the Community

Digital:

- Live on the Avenue website – LiveontheAvenue.org
- Save the date notifications in Town Manager's newsletter + website + social media
- Live on the Avenue dedicated Friday newsletter – tease: 1 month out, starts 2 weeks before series starts
- Recreation Department email blasts
- Social media posts & stories
- Reach:
  - Town Manager's Newsletter + Friday LOTA newsletter = 6400 subscribers (35-55% open rate)
  - Recreation Department emails = 3800 subscribers
  - Instagram = 3200 followers
  - Nextdoor = 12,600 members
  - Facebook = 1000 followers

Signage

- Promotional: Banners, light pole banners, A-frames, store window posters, stage signage
- Informational/Legal: Crosswalk, No Parking (enforceable), valet sidewalk signs (courtesy)

Communications to the Businesses

Print + Digital:
Business newsletters – emailed quarterly + special editions
❖ Reach: 2400 subscribers (open rate range: 40-60%)

Hand delivered letters with copy from email newsletters to businesses on the Avenue & adjacent streets (Ross to Bridge Street)
❖ Approximately 75

Meetings:
❖ Merchant/Restaurant Stakeholder Meeting 1/28/25 to gain input on 2025 Plan
❖ Presentation of 2025 Plan to Town Council 2/11/25 meeting

Promotional Collateral:
❖ Store Window Posters distributed for key events of LOTA (Season Info, Movie Nights)

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.4

MEETING DATE: November 10, 2025

AGENDA TITLE: Public Hearing and Adoption of an Ordinance of the San Anselmo Municipal Code to repeal and replace Title 3, Chapter 3, Article 8 to adopt by reference the 2025 edition of the California Fire Code, and portions of the 2024 International Fire Code with certain local amendments. This does not constitute a "project" pursuant to CEQA Guidelines section 15378; and under the "common sense" exemption CEQA Guideline section 15061(b)(3).

FROM: Ross Valley Fire Department and Community Development Department

---

RECOMMENDATION That the Town Council hold a public hearing and adopt the attached Ordinance to repeal and replace Title 3, Chapter 3, Article 8 to adopt by reference the 2025 edition of the California Fire Code, and portions of the 2024 International Fire Code with certain local amendments.
And
Adopt a Resolution adopting findings of Fact and confirming the need for change or modifications to the California Fire Code because of local conditions.

BACKGROUND AND RECOMMENDED ACTION

On October 28, at a regularly scheduled and duly noticed public meeting, the Town Council introduced and conducted a first reading of an Ordinance to repeal and replace Title 3, Chapter 3, Article 8 to adopt by reference the 2025 edition of the California Fire Code, and portions of the 2024 International Fire Code with certain local amendments.

Relevant background material may be found here.

Typically, the Town Council conducts the public hearing on a proposed ordinance at the time of introduction and first reading. However, Government Code sections 50022.1 *et seq*. requires a slightly different procedure for an ordinance that is adopting another code by reference, as is the case here. When a code is adopted by reference, the public hearing must be scheduled after the first reading, i.e., at the time of the second reading and adoption.

Staff recommends that the Council hold a public hearing and adopt the applicable Ordinance amendments, as set forth in Attachment 1.

FISCAL IMPACT

None.

GENERAL PLAN CONSISTENCY

The Ordinance amendment is consistent with the Town's General Plan within the following sections:

- D. Issues Objectives and Policies

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adoption of the proposed ordinance is exempt from the California Environmental Quality Act because it has no potential for causing a significant effect on the environment (California Code of Regulations, Title 14, § 15061(b)(3)).

Adoption of the 2024 Fire Code is consistent with the Town of San Anselmo's Climate Action Plan because it strengthens wildfire prevention, defensible space, and building safety standards that enhance community resilience to climate change impacts. Updating the code also supports the Plan's goals to integrate hazard mitigation and climate adaptation measures into Town policies and operations.

ATTACHMENTS

Attachment 1- Draft Ordinance
Attachment 2- Draft Resolution

TOWN OF SAN ANSELMO

ORDINANCE NO. 2025-1194

AN ORDINANCE ADOPTING THE CALIFORNIA FIRE CODE, AND INTERNATIONAL FIRE CODE, PRESCRIBING REGULATIONS GOVERNING CONDITIONS HAZARDOUS TO LIFE AND PROPERTY FROM FIRE OR EXPLOSION; PROVIDING FOR THE ISSUANCE OF PERMITS FOR HAZARDOUS USES OR OPERATIONS; AND ESTABLISHING A FIRE PREVENTION BUREAU AND PROVIDING OFFICERS THEREFORE AND DEFINING THEIR POWERS AND DUTIES.

WHEREAS, the Town of San Anselmo wishes to adopt by reference the current 2025 State Fire Code, and International Fire Code ("California Fire Codes"), as modified by this ordinance;

WHEREAS, pursuant to Section 17958.5, 17958.7 and 18941.4 of the California Health and Safety Code, the Town of San Anselmo has determined and finds that the modifications to the 2025 California Fire Codes are reasonably necessary because of local climatic, geological or topographical conditions as reflected in the Adopting Findings of Fact and Confirming Need for Change or Modifications To the State Building Standards Code Because of Local Conditions; and

WHEREAS, the Ross Valley Fire Department has found that adoption of this ordinance is exempt from the California Environmental Quality Act because it has no potential for causing a significant effect on the environment (California Code of Regulations, Title 14, § 15061(b)(3)).

NOW, THEREFORE, the Town Council of the Town of San Anselmo does ordain as follows:

SECTION 3-3.801 ADOPTION OF 2025 CALIFORNIA FIRE CODE, AND 2024 INTERNATIONAL FIRE CODE

The Town Council of San Anselmo does hereby adopt, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, the following, which shall be collectively known as the "Town Fire Code":

1. The 2025 California Fire Code, which consists of certain portions of the 2024 edition of the International Fire Code as amended by the California Building Standards Commission, including:

    a. Division II of Chapter 1 ADMINISTRATION, except Section 103.2,
    b. Appendix B FIRE FLOW REQUIREMENTS FOR BUILDINGS,
    c. Appendix C FIRE HYDRANT LOCATIONS AND DISTRIBUTION,
    d. Appendix D FIRE APPARATUS ACCESS ROADS,
    e. Appendix E HAZARD CATEGORIES,
    f. Appendix F HAZARD RANKING,
    g. Appendix G CRYOGENIC FLUIDS WEIGHT AND VOLUME EQUIVALENTS, and
    h. Appendix H HAZARDOUS MATERIALS MANAGEMENT PLANS AND HAZARDOUS MATERIALS INVENTORY STATEMENTS,
    i. Appendix O VALET TRASH AND RECYCLING COLLECTION IN GROUP R-2 OCCUPANCIES
    j. Appendix P TEMPORARY HAUNTED HOUSES, GHOST WALKS AND SIMILAR AMUSEMENT USES.

2. The International Fire Code published by the International Fire Code Council, Inc., 2024 Edition hereof and the whole thereof, save and except such portions as are hereinafter deleted, modified or amended by Section 3-3.810 of this Ordinance.

Each and all of the regulations, provisions, penalties, conditions, and terms of said Town Fire Code are hereby referred to, adopted, and as if fully set out in this Ordinance, subject only to the amendments and deletions herein. Not less than one (1) copy of the Codes and Standards hereby adopted is filed in the office of the Fire Marshal of the Ross Valley Fire Department, and from the date on which this Ordinance shall take effect, and the provisions thereof shall be controlling within the limits of the Town of San Anselmo.

SECTION 3-3.802. ESTABLISHMENT AND DUTIES OF THE FIRE PREVENTION BUREAU

The 2025 California Fire Code, which consists of certain portions of the 2024 edition of the International Fire Code as amended by the California Building Standards Commission, and the 2024 edition of the International Fire Code, as adopted and amended herein, shall be enforced by the Fire Prevention Bureau of the Ross Valley Fire Department and shall be operated under the supervision of the Fire Chief of the Ross Valley Fire Department.

SECTION 3-3.803. DEFINITIONS

Wherever they appear in the California and International Fire Codes, unless otherwise provided, the following words shall have the meanings ascribed to them in this section:

(a) Whenever the words “Fire Code” are used they shall mean those Codes and Standards adopted in Section 3-3.801 of this Ordinance.

(b) Wherever the word "jurisdiction" is used in the Fire Code, it shall be held to mean the Town of San Anselmo.

(c) Wherever the term "counsel" is used in the Fire Code, it shall be held to mean the attorney for the Town of San Anselmo.

(d) Wherever the words “Fire Code Official” are used in the Fire Code, they shall be held to mean the Fire Chief or Fire Marshal of the Ross Valley Fire Department.

SECTION 3-3.804. ESTABLISHMENT OF GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH STORAGE OF CLASS I, CLASS II AND CLASS III LIQUIDS IN OUTSIDE ABOVE-GROUND TANKS IS PROHIBITED

The geographic limits referred to in Section 5704.2.9.6 of the International Fire Code in which storage of Class I, Class II and Class III liquids in outside above-ground tanks is prohibited are amended as follows: Within the jurisdictional limits of the Town of San Anselmo.
EXCEPTION: Property owned by the Town when approved by the Fire Chief.

SECTION 3-3.804.1. ESTABLISHMENT OF GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH STORAGE OF CLASS I, CLASS II AND CLASS III LIQUIDS IN ABOVE-GROUND TANKS IS PROHIBITED

The geographic limits referred to in Section 5706.2.4.4 of the International Fire Code in which storage of Class I, Class II and Class III liquids in above-ground tanks is prohibited are amended as follows: Within the jurisdictional limits of the Town of San Anselmo.

SECTION 3-3.805. ESTABLISHMENTS OF GEOGRAPHIC LIMITS IN WHICH STORAGE OF LIQUEFIED PETROLEUM GASES IS TO BE RESTRICTED

The geographic limits referred to in Section 6104.2 of the International Fire Code, in which storage of liquefied petroleum gas is restricted, are amended as follows: Within the jurisdictional limits of the Town of San Anselmo. EXCEPTION: Property owned by the Town when approved by the Fire Chief

SECTION 3-3.806. ESTABLISHMENTS OF GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH STORAGE OF EXPLOSIVES AND BLASTING AGENTS IS TO BE PROHIBITED

The geographic limits in which storage of explosives and blasting agents is prohibited are as follows: Within the jurisdictional limits of the Town of San Anselmo.

SECTION 3-3.807. ESTABLISHMENT OF THE GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH THE STORAGE OF COMPRESSED NATURAL GAS IS TO BE PROHIBITED

The geographic limits, in which the storage of compressed natural gas is prohibited, are hereby established as follows: Within the jurisdictional limits of the Town of San Anselmo.

SECTION 3-3.808. ESTABLISHMENT OF THE GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH THE STORAGE OF STATIONARY TANKS OF FLAMMABLE CRYOGENIC FLUIDS IS TO BE PROHIBITED

The geographic limits, in which the storage of flammable cryogenic fluids in stationary containers is prohibited, are hereby established as follows: In Within the jurisdictional limits of the Town of San Anselmo.

SECTION 3-3.809. ESTABLISHMENT OF THE GEOGRAPHIC LIMITS OF DISTRICTS IN WHICH THE STORAGE OF HAZARDOUS MATERIALS IS TO BE PROHIBITED OR LIMITED

The geographic limits in which the storage of hazardous materials is prohibited or limited, are hereby established as follows: Within the jurisdictional limits of the Town of San Anselmo.

SECTION 3-3.810. AMENDMENTS MADE TO THE 2025 CALIFORNIA FIRE CODE, 2024 INTERNATIONAL FIRE CODE

The 2025 California Fire Code and the adopted portions of the 2024 International Fire Code, as applicable, are amended and changed in the following respects:

CHAPTER 1
SCOPE AND ADMINISTRATION

Section 101.1 of Chapter 1 is amended to read as follows:

> Section 101.1 Title. These regulations and locally adopted standards shall be known as the Fire Code of the Town of San Anselmo, hereinafter referred to as "this code."

Section 102.5 of Chapter 1 is hereby amended to read as follows:

> Section 102.5 Application of residential code. Where structures are designed and constructed in accordance with the California Residential Code, the provisions of this code shall apply as follows:
>
> 1. Construction and designed provisions: Provisions of this code pertaining to the exterior of the structure shall apply including, but not limited to, premises identification, fire apparatus access and water supplies. Provisions of this code pertaining to the interior of the structure when specifically required by this code including, but not limited to, Section 903.2 and Chapter 12 shall apply. Where interior or exterior systems or devices are installed, construction permits required by Section 105.7 of this code shall also apply
>
> 2. Administrative, operational, and maintenance provisions: all such provisions of this code shall apply.

Section 102.7.3 is hereby added to Chapter 1 and shall read as follows:

> Section 102.7.3 **Nationally Recognized Listed Products**. Any installation of products and equipment due to permits required by this Code shall be Labeled and Listed, as defined in Section 202.

Section 104.1.1 is hereby added to Chapter 1 and shall read as follows:

> Section 104.1.1 **Supplemental Rules, Regulations and Standards or Policies.** The Fire Code Official is authorized to render interpretations of

this code and to make and enforce rules and supplemental regulations and to develop Fire Protection Standards or Policies to carry out the application and intent of this code.

Section 104.12 is hereby added to Chapter 1 and shall read as follows:

Section 104.12. **Fire Prevention Resource Sharing.** Other enforcement agencies shall have authority to render necessary assistance in plan review, inspection, code interpretation, enforcement, investigation and other fire prevention services when requested to do so.

Section 105.5 of Chapter 1 is hereby amended by adding the following additional operational permits:

105.5 **Required Operational Permits.** The fire code official is authorized to issue operational permits for operations set forth in Sections 105.5.1 through 105.5.60

Section 105.5.60 of Chapter 1 is hereby added to read as follows:

105.5.60 **Local Operational Permits.** In addition to the permits required by section 105.5, the following permits shall be obtained from the Fire Prevention Bureau of the Ross Valley Fire Department prior to engaging in the following activities, operations, practices or functions:

1. **Fire Protection Plan.** An operational permit is required to implement a fire protection plan.

2. **Radioactive material.** An operational permit is required to store or handle at any installation more than 1 micro curie (37,000 Becquerel) of radioactive material not contained in a sealed source or more that 1 millicurie (37,000,000 Becquerel) of radioactive material in a sealed source or sources, or any amount of radioactive material for which specific license from the Nuclear Regulatory Commission is required.

Section 105.6 of Chapter 1 is hereby amended by adding the following additional construction permits:

105.6 **Required Construction Permits.** The fire code official is authorized to issue construction permits for work as set forth in Sections 105.6.1 through 105.6.26

Section 105.6.26 of Chapter 1 is hereby added to read as follows:

105.6.26 **Local Construction Permits.** In addition to the permits required by section 105.6, the following permits shall be obtained from the Ross Valley Fire Department prior to installation of the following:

1. **Exterior Wildfire Protection Systems**. A construction permit is required for the installation of or design modification to an Exterior Wildfire Protection System as regulated by section 918.

2. **Home Backup Generator**. A construction permit is required for the installation of a home backup generator as regulated by section 1208.

3. **Vegetation Management Plan**. A construction permit is required to implement a vegetation management plan.

Section 113.4 of Chapter 1 is hereby amended to read as follows:

Section 113.4 ***Violation Penalties.*** *Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter repair or do work in violation of the approved construction documents or directive of the Fire Code Official, or of a permit or certificate used under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than $500 dollars or by imprisonment not exceeding 180 days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.*

The imposition of one penalty of any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 113.4.1.1 of Chapter 1 is added to read as follows:

Section 113.4.1.1 ***Abatement of clearance of brush or vegetative growth from structures.*** *The executive body is authorized to instruct the Chief to give notice to the owner of the property upon which conditions regulated by section 304.1.2 of Chapter 3 exists to correct such conditions. If the owner fails to correct such conditions, the executive body is authorized to cause the same to be done and make the expense of such correction a lien upon the property where such condition exists.*

Section 114.4 of Chapter 1 is hereby amended to read as follows:

Section 114.4 ***Failure to Comply.*** *Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine not less than $500 dollars or more than $1000 dollars.*

Section 116 is hereby added Chapter 1 and shall read as follows:

Section 116 ***DAMAGES AND EXPENSE RECOVERY***

Section 116.1 ***Damages and Expense Recovery.*** *The expense of securing any emergency that is within the responsibility for enforcement of the Fire Chief as given in Section 104 is a charge against the person who caused the emergency. Damages and expenses incurred by any public agency having jurisdiction or any public agency assisting the agency having jurisdiction shall constitute a debt of such person and shall be collectible by the Fire Chief for proper distribution in the same manner as in the case of an obligation under contract expressed or implied. Expenses as stated above shall include, but not be limited to, equipment and personnel committed and any payments required by the public agency to outside business firms requested by the public agency to secure the emergency, monitor remediation, and clean up.*

CHAPTER 2
DEFINITIONS

Section 202 of Chapter 2 is hereby amended by adding the following general definition:

ALL WEATHER SURFACE *shall mean A/C paving, or concrete capable of supporting* ***75,000 lb.*** *gross vehicle weight. Grades up to and including 18% may be of A/C paving. Grades greater than 18% shall be of concrete kurf-cut so as to allow for water run-off and traction.*

Exception: Materials approved by the Fire Code Official.

COVERINGS *shall mean materials including, but not limited to gypsum board, paneling, floor boards, lathe and plaster, wood paneling, brick and mortar, or other materials attached to rough framing of the building elements. 'Coverings' do not include carpet, linoleum, tile, wall paper, or other decorative finishes.*

EXTERIOR WILDFIRE PROTECTION SYSTEM *An approved system of devices and equipment which is automatically or manually activated to discharge water and or an approved fire-extinguishing agent onto the*

structure and or the exterior of the structure to hydrate the Immediate Zone 0 (0-5 feet from the home, including the home) and the Intermediate Zone 1 (5-30 feet from the home).

FIRE ROAD *shall mean those improved or unimproved roads, public or private, that provide access for firefighting equipment and personnel to undeveloped areas.*

HOME BACKUP GENERATOR. *A permanent, fixed installation, internal combustion engine-driven device that provides temporary electrical power to a Group R-3 and R-4 Occupancies.*

PRE-PLANS *shall mean detailed plans of target hazard buildings. These pre-plans include information on the building's location, occupancy, hazards, fire department connections and hydrants, building layout, and other pertinent data that would assist the fire department in case of an emergency.*

PUBLIC STORAGE FACILITY *shall mean any business that sells, leases or rents space to the public that is enclosed, whether it is a building, storage container or similar configuration.*

SPARK ARRESTOR *shall mean a chimney device constructed in a skillful-like manner. The net free area of a spark arrestor shall not be less than four times the net free area of the outlet of the chimney. The spark arrestor screen shall have heat and corrosion resistance equivalent to 12-gauge wire, 19-gauge galvanized wire or 24-gauge stainless steel. Opening shall not permit the passage of spheres having a diameter larger than 1/2 inch and shall not block the passage of spheres having a diameter of less than 3/8 inch.*

SUBSTANTIAL REMODEL shall mean the renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure within any 36 month period. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for the purpose~~s~~ of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings, repair or replacement of foundations, the installation of energy efficient windows of like size, or the removal of interior wall coverings solely for the installation of insulation.

TARGET HAZARD *is defined as a location or plausible scenario in which a fire department or fire district could quickly become overwhelmed and for which additional resources, now scarce, would be needed.*

TEMPORARY *shall mean any use for a period of less than 90 days, where not otherwise referenced.*

UNWARRANTED ALARM *shall mean the giving, signaling or transition of an alarm notification to a public fire station or emergency communication center when such alarm is the result of a defective condition of an alarm system, system servicing testing, construction activities, ordinary household activities, false alarm or other cause when no such danger exists.*

Section 203.5.1 of Chapter 2 is hereby amended to read as follows:

Section 203.5.1 ***OCCUPANCY CLASSIFICATION*** *is modified to include:*

[BG] ***Factory Industrial F-1 Moderate-hazard occupancy*** *is amended to*
add to the list of moderate-hazard factory industrial groups the following: Agricultural crop production including cultivation, drying, processing and /or storage.

CHAPTER 3
GENERAL REQUIREMENTS

Section 302.1 in Chapter 3 is hereby amended to add the following:

PUBLIC STORAGE FACILITY

Section 324 is hereby added to Chapter 3 and shall read as follows:

Section 324 ***Public Storage Facilities***

Section 324.1 ***General.*** *Public Storage Facilities shall comply with the provisions of this section.*

Section 324.2 ***Location on Property and Fire Resistance of Exterior****. All public storage facilities shall meet the minimum requirements for setback from property lines or fire resistive construction as set forth in Table 602 of the Building Code for Group S, Division 1 occupancies.*

Section 324.3 ***Fire Apparatus Access.*** *All public storage facilities shall have fire apparatus access roads provided in accordance with Section 503.*

Section 324.4 ***Storage of Flammable and Combustible Liquids and Hazardous Materials.*** *The storage of hazardous materials or flammable or combustible liquids in public storage facilities is prohibited. Such facilities shall post legible and durable sign(s) to indicate the same in a manner and location(s) as specified by the Fire Code Official. This section shall apply to new and existing public storage facilities.*

Exception: Only those quantities of flammable and combustible liquids necessary for maintenance of the facility may be stored by the facility management per Chapter 57 of this code.

CHAPTER 4
EMERGENCY PLANNING AND PREPARDNESS

Section 401.1.1 is hereby added to Chapter 4 and shall read as follows:

Section 401.1.1 ***Hazardous Occupancies****. In occupancies of a hazardous nature, where access for fire apparatus is unduly difficult, or where special life and fire safety hazards exist as determined by standards or policies of the Ross Valley Fire Department, that facility or business management shall be required to develop and implement an Emergency Response Plan, provide for an on-site Emergency Response Team, Emergency Liaison Officer, staff training and fire drills in accordance with Sections 405 and 406 and standards developed by the Ross Valley Fire Department.*

Section 401.3.2.1 is hereby added to Chapter 4 and shall read as follows:

Section 401.3.2.1 ***Unwarranted Alarm Notification****. Notification of emergency responders based on an unwarranted alarm may be punishable by a fine in accordance with the adopted fee schedule. In addition, the responsible party may be liable for the operational and administrative costs, incurred from the emergency response or mitigation procedures resulting from an unwarranted alarm notification.*

Section 401.3.2.2 is added to read as follows:

Section 401.3.2.2 ***Multiple Unwarranted or Nuisance Alarm Activations.*** *Any occupancy that has more than 3 unwarranted or nuisance alarms causing emergency response within a 12 month period*

may be required to modify, repair, upgrade or replace their system and or monitoring station as determined by the Fire Code Official.

Section 402.1 of Chapter 4 is hereby amended to add the following:

PRE-PLANS
TARGET HAZARDS
UNWARRANTED ALARMS

Section 403.1.1 is hereby added to Chapter 4 and shall read as follows:

Section 403.1.1 ***Pre-Plans:*** *When required by the fire code official, pre-plans shall be developed for target hazard buildings according to the written standards developed by the authority having jurisdiction.*

Section 403.9.1.4 is hereby added to Chapter 4 and shall read as follows:

Section 403.9.1.4 ***Emergency Preparedness for Hotels, Lodging and Congregate Houses.*** *Hotels, lodging and congregate houses shall provide guests with immediate access to a telephone to report emergencies. The exit diagram shall indicate the location of the nearest telephone and instructions to dial 911.*

CHAPTER 5
FIRE SERVICE FEATURES

Section 501.5 is hereby added to Chapter 5 as follows:

Section 501.5 ***Failure to Comply.*** *Failure to comply with this section upon written or verbal notice from the Chief shall result in a Ross Valley Fire Department order to cease operations and desist further operations until such time as adequate access and/or water for fire protection is provided.*

Section 503.1 of Chapter 5 is hereby amended as follows:

Section 503.1 **Where Required.** Fire Apparatus access roads shall be provided and maintained in accordance with Sections 503.1.1 through 503.1.5.

Section 503.1.4 of Chapter 5 is hereby added to read as follows:

Section 503.1.4 **Undeveloped Areas**. Fire Apparatus Access Roads, improved or unimproved, shall be provided for firefighting equipment, apparatus and personnel to undeveloped areas of the Town of San

Anselmo so as to gain access to improved, unimproved, and undeveloped areas of the Town of San Anselmo in a manner approved by the Fire Code Official. Any vehicle or other obstructions may be towed away at the owner's expense.

Section 503.1.5 of Chapter 5 is hereby added to read as follows:

Section 503.1.5 **Aerial fire apparatus access.** Buildings or facilities exceeding 30 feet or three stories in height, approved aerial apparatus access roads shall be provided. For the purposes of this section, the highest roof surface shall be determined by the measurement to the eave of the pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.

Section 503.1.5.1 **Width.** Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders, in the immediate vicinity of the building or portion thereof.

Section 503.1.5.2 **Proximity to building.** One or more of the required access routes meeting this condition shall be located not less than 15 feet and not more than 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.

Section 503.1.5.3 **Obstructions.** Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus access road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official.

Section 503.2.1 of Chapter 5 is hereby amended as follows:

Section 503.2.1 **Dimensions.** Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than *15 feet (4572 mm).*

EXCEPTION: Driveways serving as fire apparatus access roads serving fewer than five Group R-3 and/or Group U structures may reduce the width to 16 feet.

Section 503.2.6.1. is hereby added to Chapter 5 and shall read as follows:

Section 503.2.6.1 **Evaluation and Maintenance.** All existing private bridges and elevated surfaces that are a part of the fire department

access roadway shall be evaluated by a California licensed civil engineer experienced in structural engineering or a California licensed structural engineer, for safety and weight rating, in accordance with American Association of State Highway and Transportation Officials (AASHTO) Manual: ``The Manual for Bridge Evaluation,'' Second Edition, or other approved standard. Vehicle load limits shall be posted at both entrances to bridges. All bridges and elevated structures providing fire department access shall be routinely maintained in accordance with Section 503.2.6 or when directed by the fire code official or authorized designee.

Section 503.4 of Chapter 5 is amended to read as follows:

Section 503.4 **Obstruction of Fire Apparatus Access Roads.** Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in sections 503.2.1 and 503.2.2 shall be maintained at all times. Any vehicle or other obstruction may be towed away at the owner's expense.

Section 503.4.2 is hereby added to read as follows:

503.4.2 **Prohibition on Vehicular Parking on Private Access ways**. If, in the judgment of the Fire Code Official, it is necessary to prohibit vehicular parking along private access ways serving existing facilities, buildings, or portions of buildings in order to keep them clear and unobstructed for fire apparatus access, the Fire Code Official may issue an Order to the owner, lessee or other person in charge of the premises to paint the curbs red or install signs or other appropriate notices to the effect that parking is prohibited by Order of the Fire Department. It shall thereafter be unlawful for such owner, lessee or other person in charge of the premises to fail to install, maintain in good condition, the form of notice so prescribed. When such areas are marked or signed as provided herein, no person shall park a vehicle adjacent to any such curb or in the private access way contrary to such markings or signs. Any vehicle so parked in the private access way may be towed away at the expense of the owner of the vehicle.

Section 503.6.1 is hereby added to Chapter 5 and shall read as follows:

503.6.1 **Width.** All gates shall open fully to provide an unobstructed passage width of not less than 16 feet or a minimum of two feet wider than the approved net clear opening of the required all weather roadway or driveway and a minimum net vertical clearance of 15 feet.

Section 503.6.2 is hereby added to Chapter 5 and shall read as follows:

Section 503.6.2 **Electronic Gates**. All electronically operated gates shall have installed an approved key switch override system mounted on a stanchion or wall as approved by the Chief in accordance with Standards/Policies adopted by the Fire Code Official. All electronic or motorized gates shall incorporate in their design the means for fast, effective manual operation of the gates in the event of power or mechanical failure (i.e., easily removable hinge pins for separating power linkage from gates; undercut, weakened or frangible members requiring 40 pounds or less pressure against the gates to cause their failure and the gates to open. All electrical wiring and components of motorized gates shall be UL listed and installed in accordance with the National Electric Code.

Section 503.6.3 is hereby added to Chapter 5 and shall read as follows:

Section 503.6.3 **Gate Setback Required.** Gates shall be set back from roadways a minimum of 30 feet or more so as not to cause cross traffic to stop or create a hazardous traffic condition on the roadway approach to the driveway.

Exception: The fire code official is authorized to modify the setback if fire apparatus access onto the property is not required to achieve 150-foot access to the most remote portion of the building per 503.1.1.

Section 506.1 of Chapter 5 is hereby amended to read as follows:

Section 506.1 **Where required.** When access to or within a structure or an area is unduly difficult because of secured openings or where immediate access is necessary for life-saving or firefighting purposes or in commercial structures that have an automatic fire sprinkler or fire alarm system installed, the Fire Code Official is authorized to require a key entry system to be installed in an approved location. The key entry system shall be of an approved type listed in accordance with UL1037, and if it is a box shall contain keys necessary to gain access as required by the Fire Code Official.

Section 507.5.1 of Chapter 5 is hereby amended by deleting the exception.

Section 507.5.1.1 of Chapter 5 is amended to read as follows:

Section 507.5.1.1 **Hydrant for fire department connections.** Buildings equipped with a water-based fire protection system installed in accordance with Section 903 through 905 shall have a fire hydrant within 100 feet of the fire department connections, or as approved by the fire code official.

Section 507.5.7 is hereby added to Chapter 5 and shall read as follows:

> Section 507.5.7 **Fire Hydrant Upgrades.** When additions or modifications to structures are made, the nearest fire hydrant (if a new one is not required) located by the Fire Code Official, shall be upgraded to the minimum standard of one 4 1/2" outlet and one 2 1/2" outlet for single family dwellings and the minimum standard of one 4 1/2" outlet and two 2 1/2" outlets for commercial structures.
>
> Exception:
>
> 1. If the cost of upgrading the fire hydrant exceeds 2% of the cost of the project based on the building permit valuation.
>
> 2. One and two family dwellings equipped throughout with an approved automatic sprinkler system.

Section 510.1 of Chapter 5 is hereby amended by deleting Exceptions 1 and 4.

CHAPTER 9
FIRE PROTECTION AND LIFE SAFETY SYSTEMS

Section 901.7 of Chapter 9 is hereby amended by adding the following sentence:

> Section 901.7 **Systems out of Service.** Where a required fire protection system is out of service, the fire department and the fire code official shall be notified immediately and, where required by the fire code official, the building shall be either evacuated or an approved fire watch shall be provided for all occupants left unprotected by the shutdown until the fire protection system has been returned to service. This section shall also apply to residential fire sprinkler systems.

Section 903.2 of Chapter 9 is repealed in its entirety (with the exception of sub-sections 903.2.5, 903.2.6, 903.2.8, 903.2.11, 903.2.12, 903.2.14, 903.2.15, 903.2.16, 903.2.17, 903.2.18, 903.2.19, 903.2.20, 903.2.21 which shall remain in effect).

Section 903.2 of Chapter 9 is hereby added to read as follows:

> Section 903.2 **Where required.** Approved automatic sprinkler systems in new and existing buildings shall be provided in the locations described in this section.

Section 903.2.1 through 903.2.4 of Chapter 9 are hereby added to read as follows:

Section 903.2.1 **Required Installations.** An automatic sprinkler system shall be installed and maintained in all newly constructed buildings or structures.

Exceptions:

1. Free-standing Group U Occupancies not more than one thousand (1,000) square feet and provided with exterior wall and opening protection as per Table 602 of the Building Code.

2. Agricultural buildings as defined in Appendix C of the Building Code and not exceeding two thousand (2,000) square feet, having clear unobstructed side yard of combustible materials, exceeding sixty (60) feet in all directions and not exceeding twenty-five (25) feet in height, and located within an Agricultural zoned district as defined in the Town of San Anselmo Planning Code.

Section 903.2.2 **Additions and Alterations.** An automatic sprinkler system shall be installed in all buildings in excess of 3,000 sq. ft. which have ten per cent (10%) or more floor area added within any 36 month period.

Section 903.2.2.1 **Substantial Remodel.** An automatic sprinkler system shall be installed in all buildings which have fifty per cent (50%) or more floor area added, or any "substantial remodel" as defined in this code, within any 36 month period.

Section 903.2.3 **Group R-3.** An automatic sprinkler system installed in accordance with Section 903.3.1.3 shall be permitted in Group R-3 occupancies and shall be provided throughout all one- and two-family dwellings regardless of square footage in accordance with the California Residential Code. An automatic sprinkler system shall be installed in all mobile homes, manufactured homes and multi-family manufactured homes with two or more dwelling units in accordance with Title 25 of the California Code of Regulations.

Section 903.2.4 **Change of Occupancy or Use.** For any change of occupancy or use, when the proposed new occupancy classification is more hazardous based on a fire and life safety evaluation by the Fire Code Official, including but not limited to conversion of buildings to

single family residences, accessory dwelling units, bed and breakfast, inns, lodging houses or congregate residences or other similar uses, an automatic sprinkler system shall be installed throughout.

Section 903.3.10 of Chapter 9 is hereby amended by replacing item 2 with the following:

Section 903.3.10 **Floor control valves.** Floor control valves and waterflow detection assemblies shall be installed at each floor where any of the following occur:

1. Buildings where the floor level of the highest story is located more than 30 feet above the lowest level of fire department vehicle access.
2. Buildings that are two or more stories in height.
3. Buildings that are two or more stories below the highest level of fire department vehicle access.

   Exception: Group R-3 and R-3.1 occupancies floor control valves and waterflow detection assemblies shall not be required.

Section 903.6.1 of Chapter 9 is hereby added and shall read as follows:

Section 903.6.1 **Application.** In all existing buildings, when the addition of automatic fire sprinklers are required by the provisions of this code, automatic fire sprinklers shall be extended into all unprotected areas of the building.

Section 906.11 is hereby added to Chapter 9 and shall read as follows:

Section 906.11 **Fire Extinguisher Documentation.** The owner and/or operator of every Group R Division 1 and R Division 2 occupancies shall annually provide the Chief written documentation that fire extinguishers are installed and have been serviced as required by Title 19 California Code of Regulations when such extinguishers are installed in residential units in lieu of common areas.

Section 907.2 of Chapter 9 is amended to add the following paragraphs:

New Construction: Every new building constructed for non-residential occupancies greater than 2000 square feet shall have installed therein an approved fire detection (products of combustion) system in accordance with the standards established by the National Fire Protection Association. The type of system installed shall be determined by the Fire Chief.

Existing Construction: Every existing building remodeled for non-residential occupancies greater than 2000 square feet shall have installed therein an approved fire detection (products of combustion) system in accordance with the standards established by the National Fire Protection Association. The type of system installed shall be determined by the Fire Chief.

Section 907.2.13.1.2 of Chapter 9 is hereby amended by adding new subsection 4 to read as follows:

4. Duct smoke detectors shall be capable of being reset by a readily accessible, remote push button or key activated switch as approved by the Fire Code Official.

Section 907.6.6 is hereby amended to read as follows**:**

Section 907.6.6 **Monitoring.** New and upgraded fire alarm systems required by this chapter or by the California Building Code shall be monitored by an approved Central Station in accordance with NFPA 72 and this section.

Exception: Monitoring by central station is not required for:

1. Single- and multiple-station smoke alarms required by Section 907.2.11.
2. Group I-3 occupancies shall be monitored in accordance with Section 907.2.6.3.
3. Automatic sprinkler systems in one- and two-family dwellings.

Section 907.8.5.1 of Chapter 9 is hereby added and shall read as follows:

Section 907.8.5.1 **Smoke Alarm Documentation.** The owner and/or operator of every Group R Division 1, Division 2, Division 3.1, and Division 4 Occupancies shall annually provide the Fire Code Official with written documentation that the smoke alarms installed pursuant to the Building Code have been tested and are operational. If alarms are found to be inoperable or are missing, such alarms shall be repaired or replaced immediately.

SECTION 918
EXTERIOR WILDFIRE PROTECTION SYSTEMS

Section 918 of Chapter 9 is hereby added and shall read as follows:

Section 918.1 of Chapter 9 is hereby added and shall read as follows:

> Section 918.1 **General.** Exterior Wildfire Protection Systems shall comply with this section.

Section 918.2 of Chapter 9 is hereby added and shall read as follows:

> Section 918.2 **Construction documents**. Documentation of the system shall be submitted per 901.2.

Section 918.3 of Chapter 9 is hereby added and shall read as follows:

Section 918.3 **Permits.** Permits shall be required as set forth in section 901.3

CHAPTER 11

CONSTRUCTION REQUIREMENTS FOR EXISTING BUILDINGS

Section 1103.1 of Chapter 11 is hereby amended to read as follows**:**

> Section 1103.1 **Required Construction.** Existing buildings shall comply with not less than the minimum provisions specified in Table 1103.1 and as further enumerated in Sections 1103.2, 1103.7 through 1103.8.5.3, 1103.9.1, and 1103.10.
>
> The provisions of this chapter shall not be constructed to allow the elimination of fire protection systems or a reduction in the level of fire safety provided in buildings constructed in accordance with previously adopted codes.
>
> **Exceptions:**
>
> 1. Where a change in fire-resistance rating has been approved in accordance with Section 501.2 or 802.6 of the California Existing Building Code.
>
> 2. Group U occupancies.

Sections 1103.2 Item #1 is deleted.

Sections 1103.3 through 1103.6.2 are deleted.

Sections 1104 and 1105 are deleted.

CHAPTER 12
ENERGY SYSTEMS

Section 1201.4 of Chapter 12 is hereby added and shall read as follows:

Section 1201.4 **Construction Documents.** A scaled and dimensioned site plan showing the location of all energy systems, property lines, buildings, service and electrical panels, transfer switches, disconnects, underground wiring and piping, fuel type and piping, map placard and signage. Site Plan shall clearly designate property frontage for viewer orientation.

Section 1201.5 of Chapter 12 is hereby added and shall read as follows:

Section 1201.5 **Signs and Labels.** Caution signs or labels are required to identify the quantity and type of additional power source(s) located on site. Signs shall be required at the main service panel, and on disconnect equipment. Additional locations may be required by the fire code official.

Section 1201.6 of Chapter 12 is hereby added and shall read as follows:

Section 1201.6 **Disconnect.** An approved and readily accessible independent and clearly labeled single exterior disconnect shall be located prior to any load/service panel and installed as close as possible to the main service panel or as approved by the fire code official. Integrated equipment toggle, rocker, or electronic switches shall not be utilized as independent disconnects.

Section 1201.7 of Chapter 12 is hereby added and shall read as follows:

Section 1201.7 **Operational Testing.** New installations shall be tested for complete power and energy system shutdown. A normal power failure shall be simulated by closing the main service breaker supplying normal power to the building. Upon transfer from main power to alternate power source(s), the single disconnect(s) shall be used to disconnect alternate power from all alternate energy sources. A successful result of the shutdown test shall include termination of all alternate energy power sources serving the building (i.e., main service, photovoltaic system, energy storage systems, and generators, when installed).

Section 1202.1 in Chapter 12 is hereby amended to add the following:

HOME BACKUP GENERATOR

Section 1208 of Chapter 12 is hereby added and shall read as follows:

Section 1208.1 of Chapter 12 is hereby added and shall read as follows:

Section 1208.1 **General.** The use, operation and maintenance of home backup generators in Group R-3 and R-4 occupancies shall comply with this section.

Section 1208.2 of Chapter 12 is hereby added and shall read as follows:

Section 1208.2 **Use**. Home backup generators shall be installed in accordance with the California Building Code, the California Electrical Code, NFPA 110.

Section 1208.3 of Chapter 12 is hereby added and shall read as follows:

Section 1208.3 **Permits.** Permits shall be obtained for Home Backup Generators as set forth in Section 105.

Section 1208.4 of Chapter 12 is hereby added and shall read as follows:

Section 1208.4 **Installation.** Home backup generators shall be installed in accordance with the California Building Code, the California Electrical Code, NFPA 110.

Section 1208.5 of Chapter 12 is hereby added and shall read as follows:

Section 1208.5 **Listing.** Home backup generators shall be listed and labeled in accordance with UL 2200.

Section 1208.6 of Chapter 12 is hereby added and shall read as follows:

Section 1208.6. **Maintenance.** Home backup generators shall be operated and maintained in accordance with the manufacturer's instructions.

CHAPTER 26
FUMIGATION AND INSECTICIDAL FOGGING

Chapter 26 is deleted in its entirety.

CHAPTER 33
FIRE SAFETY DURING CONSTRUCTION

Section 3306.5.2 in Chapter 33 is added to read as follows:

Section 3306.5.2 **Where required.** In buildings of combustible construction required to have automatic sprinkler systems by Section 903, automatic sprinkler systems shall be installed prior to construction exceeding two stories in height above the lowest level of fire department vehicle access. Such automatic sprinkler systems shall be extended as construction progresses to within one floor of the highest point of construction having secured decking or flooring.

Section 3306.5.3 of Chapter 33 is added to read as follows:

Section 3306.5.3 **Buildings being demolished.** Where a building is being demolished and an automatic sprinkler system is existing within such a building, such automatic sprinkler system shall be maintained in an operable condition so as to be available for use by the fire department. Such automatic sprinkler systems shall be demolished with the building but shall not be demolished more than one floor below the floor being demolished.

Section 3306.5.4 of Chapter 33 is added to read as follows:

Section 3306.5.4 **Detailed requirements.** Automatic sprinkler systems shall be installed in accordance with the provisions of Section 903.

Section 3307.5.2 of Chapter 33 is amended by adding the following to the end of the exception:

EXCEPTION: Standpipes shall be either temporary or permanent in nature, and with or without a water supply, provided that such standpipes comply with the requirements of Section 905 as to capacity, outlets and materials, as approved by the Fire Code Official.

CHAPTER 56
EXPLOSIVES AND FIREWORKS

Section 5601.1.3 of Chapter 56 Exceptions 1, 2, and 4 are hereby deleted.

Section 5608.1.2 of Chapter is added to read as follows:

Section 5608.1.2 **Permit required.** A permit shall be obtained from the fire code official in accordance with Section 105.5 prior to the performance of any firework display. Application for such approval shall be made in writing no less than twenty (20) days prior to the proposed display. The application shall be considered and acted upon by the fire code official or authorized designee pursuant to

this Chapter and Title 19, *Division 1,* Chapter 6, Article 3 - Licenses of the California Code of Regulations. Any permit for a fireworks display may be suspended or revoked at any time by the Fire code official or authorized designee.

Section 5608.2 of Chapter 56 is added to read as follows:

Section 5608.2 **Limitations.** Possession, storage, offer or expose for sale, sell at retail, gift or give away, use, explode, discharge, or in any manner dispose of fireworks is prohibited within the limits established by law as the limits of the districts in which such possession, storage, offer or exposure for sale, retail sale, gifting, use, explosion, discharge, or disposal of fireworks is prohibited in any area as established by applicable land-use and zoning standards.

Exception: Firework displays authorized pursuant to section 5608.1 for which a permit has been issued.

CHAPTER 80
REFERENCED STANDARDS

California Fire Code, Chapter 80 is amended as follows**:**

NFPA 1: Fire Code

Add Chapter 38: Cannabis Growing, Processing, or Extraction Facilities.

NFPA 13-22: Standard for the installation of Sprinkler Systems

**NFPA 13, Amended Sections as follows:*

Revise Section 29.4.1 as follows:

29.4.1 The installing contractor shall identify a hydraulically designed sprinkler system with permanently *raised, stamped or etched* marked weatherproof metal or ridged plastic sign secured with corrosion resistant wire, chain, or other approved means. Such signs shall be placed at the alarm valve, dry pipe valve, preaction valve, or deluge valve supplying the corresponding hydraulically designed area. *Pipe schedule systems shall be provided with a sign indicating that the system was designed and installed as a pipe schedule system and the hazard classification(s) included in the design***.**

APPENDIX C

FIRE HYDRANT LOCATIONS AND DISTRIBUTION

Section C103.1 of Appendix C is amended to read as follows**:**

> Section C103.1 **Hydrant spacing.** Fire apparatus access roads and public streets providing required access to buildings in accordance with Section 503 of the California Fire Code shall be provided with one or more fire hydrants, as determined by Section C102.1. Where more than one fire hydrant is required, the distance between required fire hydrants shall be approved by the fire code official.

Section C103.2 of Appendix C is deleted.

Section C103.3 of Appendix C is deleted.

SECTION 3-3.811. AUTHORITY TO ARREST AND ISSUE CITATIONS

(a) The Fire Chief, Chief Officers, Fire Marshal, and Fire Inspectors shall have authority to arrest or to cite any person who violates any provision of this Chapter involving the Fire Code or the California Building Standards Code regulations relating to fire and panic safety as adopted by the State Fire Marshal, in the manner provided for the arrest or release on citation and notice to appear with respect to misdemeanors or infractions, as prescribed by Chapters 5, 5c and 5d of Title 3, Part 2 of the California Penal Code, including Section 853.6, or as the same hereafter may be amended.

(b) It is the intent of the Town Council of the Town of San Anselmo that the immunities provided in Penal Code Section 836.5 be applicable to aforementioned officers and employees exercising their arrest or citation authority within the course and scope of their employment pursuant to this Chapter.

SECTION 3-3.812 PENALTIES

(a) The violations of the Fire Code as adopted herein are misdemeanors/infractions and are subject to the penalties set forth herein.

(b) If a criminal citation is issued, penalties shall be per Section 110 and 112 of this code. If an administrative citation is issued, the penalties are as follows:

(c) The first citation, within a 12-month period, for violations of the Fire Code and any amendments adopted herein shall be treated as a Civil Penalty payable directly to the Ross Valley Fire Department and is set at $150

plus the actual costs of all inspections required to gain compliance at the rate set from time to time by the Ross Valley Fire Department. Said civil penalties shall be a debt owed to the Department by the person responsible for the violation within thirty (30) days after the date of mailing of the citation unless an appeal is filed as provided in Section 3-3.813. Upon failure to pay the civil penalty when due, the responsible person shall be liable in a civil action brought by the Ross Valley Fire Department for such civil penalty and costs of the litigation, including reasonable attorney's fees.

(d) Any subsequent citations within a twelve (12) month period for any violations of the Fire Code and any amendments adopted herein shall be misdemeanors/infractions, and shall be subject to the penalties set forth herein.

(e) The imposition of one penalty for any violation shall not excuse the violation or permit it to continue and all such persons shall be required to correct or remedy such violations or defects within a reasonable time and, when not otherwise specified each day that a violation occurs or continues, after a final notice has been delivered shall constitute a separate offense. The application of both penalties shall not be held to prevent the enforced correction of prohibited conditions.

(f) Nothing contained in Subsections (a) through (f) of this Section shall be construed or interpreted to prevent the Ross Valley Fire Department from recovering all costs associated with a Ross Valley Fire Department response as described in Section 114 of the 2021 International Fire Code as amended.

(g) Any violation of any provision of this Chapter shall constitute a public nuisance and shall entitle the Ross Valley Fire Department to collect the costs of abatement and related administrative costs by a nuisance abatement lien as more particularly set forth in Government Code Section 38773.1, and by special assessment to be collected by the County Tax Collector as more particularly set forth in Government Code Section 38773.5. At least thirty (30) days prior to recordation of the lien, or submission of the report to the Tax Collector for collection of this special assessment, the record owner shall receive notice from the Chief of the Ross Valley Fire Department intent to charge the property owner for all administrative costs associated with enforcement of this Ordinance and abatement of the nuisance. The notice shall include a summary of costs associated with enforcement of this Ordinance and abatement of the nuisance. The property owner may appeal the Chief's decision to the Board of Directors of the Ross Valley Fire Department within fifteen (15) days of the date of the notice and request a public hearing prior to recordation of the lien or submission of the report to the County Tax Collector for collection of the special assessment. In addition to the foregoing,

the Ross Valley Fire Department is authorized to prosecute a civil action to collect such abatement costs from the property owner or other person in possession or control of the affected property, and shall be entitled to recover such abatement costs, together with the cost of litigation, including reasonable attorney's fees.

SECTION 3-3.813. APPEALS

Any person receiving a citation for a civil penalty pursuant to Section 3-3.812 or a bill for Ross Valley Fire Department response costs and expenses pursuant to Section 114 of the Fire Code, may file within thirty (30) days after the date of mailing the citation or bill, an administrative appeal against imposition of the civil penalty or response costs and expense. In addition, whenever the Chief shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the Code do not apply or that the true intent and meaning of the Code have been misconstrued or wrongly interpreted, the applicant may file an appeal from the decision of the Chief within 10 days from the date of the decision. The appeal shall be in writing and presented to the Board of Directors of the Ross Valley Fire Department, and shall include a copy of the bill or decision and a statement of the grounds for appeal. The Board of Directors shall conduct an administrative hearing on the appeal, after giving the appellant at least ten (10) days' advance written notice of the time and place of the hearing. Within ten (10) days after the hearing, the Board of Directors shall give written notice of the decision to the appellant, which decision shall be final. If the appeal is denied in part or full, all amounts due shall be paid within thirty (30) days after the mailing of the notice of the decision of the hearing officer.

SECTION 3-3.814 FORMER ORDINANCES

All former ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance or the Code hereby adopted are hereby repealed.

SECTION 3-3.815. VALIDITY

If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The Town Council of the Town of San Anselmo hereby declares that it would have adopted the Ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases shall be declared invalid.

SECTION 3-3.816. ORDINANCE PUBLICATION AND EFFECTIVE DATE

A summary of this Ordinance shall be published and a certified copy of the full text of this Ordinance shall be posted in the office of the Town Clerk at least five (5) days prior to the meeting of the Town Council of San Anselmo meeting at which it is adopted.

This Ordinance shall be in full force and effective thirty (30) days after its final passage, and the summary of this Ordinance shall be published within fifteen (15) days after the adoption, together with the names of the Town Council of the Town of San Anselmo voting for or against same, in the Marin Independent Journal, a newspaper of general circulation published in the City of Novato, County of Marin, State of California.

Within fifteen (15) days after adoption, the Town Clerk shall also post in the office of the Town of San Anselmo Clerk, a certified copy of the full text of this Ordinance along with the names of those Council Members voting for and against the Ordinance.

_____
Mayor

Attest:

_____
Town Clerk

The foregoing **Ordinance No. 2025-1194** was read and introduced at a Regular meeting of the Town Council of San Anselmo the Town of San Anselmo held on the 28th day of October, 2025.

And will come up for adoption as an Ordinance of the Town of San Anselmo at a Regular meeting of the Town of San Anselmo to be held on the 10nd day of November, 2025 and ordered passed to print by the following vote, to wit:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

TOWN OF SAN ANSELMO
RESOLUTION NO. 2025-4601

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO ADOPTING FINDINGS OF FACT AND CONFIRMING NEED FOR CHANGE OR MODIFICATIONS TO THE CALIFORNIA FIRE CODE CODE BECAUSE OF LOCAL CONDITIONS

WHEREAS, THE TOWN COUNCIL IS ADOPTING AN ORDINANCE MAKING THE FOLLOWING CHANGES OR MODIFICATIONS:

Pursuant to Sections 17958.5, 17958.7 and 18941.5 of the State of California Health and Safety Code, the Town Council of the Town of San Anselmo in its ordinance adopting and amending the 2025 California Fire Code, which consists of certain portions of the 2024 edition of the International Fire Code as amended by the State Building Standards Commission, as adopted and amended, changes or modifies certain provisions of the 2024 California Building Standards Code (Title 24, Part 9) as it pertains to the regulation of buildings used for human habitation. A copy of the text of such changes or modifications is attached.

Pursuant to Sections 17958.5, 17958.7, and 18941.5 of the State of California Health and Safety Code, the Town Council of the Town of San Anselmo has determined and finds that the attached changes or modifications to the 2024 California Building Standards Code are needed and are reasonably necessary because of local climatic, geographic and topographic conditions.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

The Town Council of the Town of San Anselmo makes the following findings of fact and, for the reasons set forth below, confirms the need for changes and modifications to the State Building Standards Code due to local conditions:

PROFILE OF THE TOWN OF SAN ANSELMO:

The Town of San Anselmo encompasses an area of 2.7 square miles with a resident population of approximately 12,400. The physical location of the Town is in the central part of Marin County, in the northern portion of the Ross Valley.

The placement of commercial development has been limited to the valley floor area with the residential communities extending out and up into the steep canyons and hills which surround the valley on both the north and south sides.

Travel into and out of the area is accomplished through two lane roads, which are the main arteries of commuter traffic to the bay area commercial centers.

The Town Council recognizes the fact that Marin County has been plagued many times since the late 1800's and early 1900's by brush and forest fires which not only threaten destruction, but on a number of occasions devastated large portions of communities. The desire of the community to preserve natural vegetation has resulted in the encroachment of brush and grass on fire roads, trails, breaks and streets within the Town, thus rendering such separations ineffective against the spread of fires and safe egress. Natural growth, which is highly flammable during the drier months of the year, encroaches upon many properties, thus posing a potential fire threat to many structures and creating a substantial hindrance to the control of such fires.

With the given profile of the Town of San Anselmo and based on research performed by members of the Ross Valley Fire Department staff, the Town has established certain requirements, which were developed to increase the level of safety and reduce the level of exposure to the citizens of the Town as well as protect the buildings (investments) within its boundaries. The following points were established as factors which caused concern and are herein established and submitted as the "Findings of Fact":

1. CLIMATIC:

a. Precipitation. The normal year's rainfall is approximately 30 to 50 inches on the average calendar year. The area has been subject to extended periods of drought and less than normal rainfall as well as intense rains, which have caused local flooding and damage from geotechnical failure (landslides). Approximately ninety percent (90%) of the annual rainfall occurs during the months of November through April, and 10% from May through October.

b. Relative Humidity. Moisture in the air, also known as relative humidity, changes significantly during any given day. Humidity generally ranges from 50% during daytime hours to 85% at night. It drops to 30% during the summer months and occasionally drops lower. During periods when the area experiences easterly hot, dry winds, the relative humidity drops significantly, thus creating a greater danger.

c. Temperatures. Average summer highs are in the 75 degree to 85 degree range. There are weather periods where temperatures can rapidly reach 100 degrees and have been recorded even higher.

d. Winds. Prevailing winds are generally from the West. However, winds are experienced from virtually every direction at one time or another, due to topography. Velocities are generally in the 5 – 15 mph range, gusting to 10 – 30 mph, particularly during the summer months. Extreme winds, up to 50 mph, have been known to occur.

e. Summary. The climate (weather patterns) within the Town of San Anselmo is predominantly affected by the marine influence of the Pacific Ocean. During the summer months, the southerly exposed slopes and open fields become dry with seasonal grasses, which present a fuel for the rapid spread of fire. The Northerly slopes are heavily wooded and present a moderate to heavy fuel load with respect to fire danger. These local climatic conditions affect the acceleration, intensity, and size of

fire in the community. Times of little or no rainfall, of low humidity and high temperatures create extremely hazardous conditions.

Furthermore, winds experienced in this area can have a tremendous impact upon structure fires of buildings in close proximity to one another and wildland areas. All water storage and supply comes from reservoirs and lakes within the county, and are affected by the climate accordingly.

2. GEOLOGICAL and TOPOGRAPHICAL:

a. Geographic. The geographical features in and around the Town of San Anselmo are a source of enjoyment for our residents. The mountain, hills, and valleys provide a natural beauty to the area with forested hills and golden yellow meadows leading up to them. These geographic features form the backdrop for the residential and commercial communities and dictate the locations of roadways and building locations. These geographic features also create barriers, which negatively affect accessibility and influence fire behavior during major conflagrations. Many structures (new and old) are constructed of highly combustible material, which offer little resistance to fire and could contribute to the spread of fire. For practical and cost reasons, new structures are built of wood (type V) construction. The potential for conflagration exists with the density of the various specific areas of the Town. The concentrated commercial and residential occupancies cause concern when considering the “exposure” elements of building to building to grass and brush areas of the Town.

b. **Seismic Location.** The Town of San Anselmo lies within the recognized seismic design category E and F. While the area has experienced several significant seismic events, there has been a minimum of damage. The Town sits between two active earthquake faults (San Andreas and Hayward) and numerous potentially active faults. The potential for great damage exists, and must be considered as a real threat.

c. Size and Population The Town of San Anselmo encompasses an area of 2.7 miles with a resident population of approximately 12,400. The Town is served by the Ross Valley Fire Department. Ross Valley Fire has three (3) stations (two of which are in San Anselmo, and one in Fairfax), 33 fire personnel (serving the Towns of Fairfax, Ross, San Anselmo and the Sleepy Hollow Fire Protection District), with diverse responsibilities including wildland, urban, and paramedical.

d. Roads and Streets. Several of the heavily populated areas have limited roadways and escape routes. The Town of San Anselmo has numerous narrow, winding roads, some barely passable with modern fire apparatus, causing access problems and extended travel times especially in the older hillside sections of the jurisdiction. The accessibility for fire department apparatus is of concern due to the lack of turnouts and roadway widths which increase response time.

e. Topography. The Department's service area is a conglomeration of oak plains, hills, valleys and ridges. The flatter lands are found in the center portion of the service area and approximately half of the residential development is in this area. The other half of the service area with residential development consists of hillsides with slopes ranging from approximately 15-30% and 30+%. These hazardous conditions present an

exceptional and continuing fire danger to the residents of the community due to the difficulty of the terrain and topography of the area, much of it consisting of boxed canyons with steep, brush covered slopes; narrow winding streets used by residents of the area and the Fire Department for ingress and egress, steep hills which hinder Fire Department response time; older and inadequate water systems in certain areas of the community; and the location of buildings and structures with relation to these dangerous areas. The water supply for domestic and fire flow systems within the Town are directly affected by the topographical layout of the Town. The supply of water comes from lakes, which are managed by a public utility district responsible for maintaining an adequate supply. The water distribution system within the Town is very old in some areas served by mains, which are inadequate in size to provide water for fire protection. The valley floor is served by mains which contain an exceptionally large volume of water for fire protection. The Town of San Anselmo has a base elevation of approximately 46 feet and extends to areas in excess of 1100 feet above sea level.

f. Vegetation. The Town Council recognizes that the Town of San Anselmo has within its borders and along its boundaries, significant areas of grass, brush and heavily forested lands. In addition, the natural vegetation of the area has been altered by the addition of ornamental trees and shrubs, which are not native and add fuel around the houses and buildings of our community. The south facing exposure is primarily annual grasses and highly flammable brush, with occasional clumps of bay and oak trees in the more sheltered pockets. The north facing slopes are heavily wooded from lower elevations to ridge with oak and bay trees and minor shrubs of the general chaparral class. Expansion of the residential community into areas of heavier vegetation has resulted in homes existing in close proximity to dense natural foliage. Often such dwellings are completely surrounded by highly combustible vegetation compounding the potential fire danger. Of particular recent notice is the increase in dead down fuel and ladder accumulation directly associated with the dead oak syndrome.

g. Summary. The above local geographic and topographic conditions increase the magnitude, exposure, accessibility problems, and fire hazards presented to the Fire Department.

Fire following an earthquake has the potential of causing greater loss of life and damage than the earthquake itself.

The valley floor has zones recognized by the Federal Emergency Management Agency as flood zones. During times of intense rainfall, flooding and landslides have occurred which have destroyed structures and threatened lives. Within the past decade, these events have caused the local government to declare disasters and seek state and federal assistance.

Some of the existing structures in the commercial areas of the Town lack the required firewall separation. These structures cause concern to the Fire Department because of the potential for major conflagration. As these structures are replaced, the exposure potential will be significantly reduced.

Several other variables may tend to intensify a fire incident, such as the extent of damage to the water system; the extent of roadway damage and/or amount of debris

blocking the roadways; climatic conditions (hot, dry weather with high winds); time of day which influences the amount of traffic on roadways and could intensify the risk to life during normal business hours; and the availability of timely mutual aid or military assistance.

Conclusion: Local climatic, geographic and topographic conditions impact fire prevention efforts, and the frequency, spread, acceleration, intensity, and size of fire involving buildings in this community. Further, they impact potential damage to all structures from earthquake and subsequent fire. Therefore it is found to be reasonably necessary that the California Fire Code, the International Wildland-Urban Interface Code, and the State Building Standards Code be changed or modified to mitigate the effects of the above conditions.

Furthermore, California Health and Safety Code Section 17958.7 require that each modification or change be expressly tied to specific local climatic, geographic and topographic conditions. The following table provides a list of the code sections that have been modified pursuant to Town of San Anselmo Ordinance No. 2025-1194. For each code modification, the table provides the local conditions that require the change.

Section Number:	**Local climatic, geological and topographical conditions**
102.5	1a, 1b, 1e, 2a, 2b, 2d, 2e
104.12	2c, 2g
105.5.60	1e, 2a, 2b, 2d, 2e, 2f
105.6.26	1e, 2a, 2b, 2d, 2e, 2f, 2g
202	1e, 2a, 2b, 2d, 2e, 2f
324.1 – 324.4	2b, 2d, 2e, 2g
401.1.1	2c, 2d, 2e, 2g
401.3.2.1	2a, 2c, 2d, 2e, 2g
401.3.2.2	2a, 2c, 2d, 2e, 2g
403.1.1	2a, 2b, 2c, 2d, 2e, 2g
403.9.1.4	2a, 2b, 2c, 2d, 2e, 2g
503.1	2a, 2c, 2d, 2e, 2f, 2g
503.1.4	2a, 2c, 2d, 2e, 2f, 2g
503.1.5	2a, 2c, 2d, 2e, 2f, 2g
503.1.5.1	2a, 2c, 2d, 2e, 2f, 2g
503.1.5.2	2a, 2c, 2d, 2e, 2f, 2g
503.1.5.3	2a, 2c, 2d, 2e, 2f, 2g
503.2.1	2a, 2c, 2d, 2e, 2f, 2g
503.2.6.1	2a, 2c, 2d, 2e, 2f, 2g
503.4	2a, 2c, 2d, 2e, 2f, 2g
503.4.2	2a, 2c, 2d, 2e, 2f, 2g
503.6.1	2a, 2c, 2d, 2e, 2f, 2g
503.6.2	2a, 2c, 2d, 2e, 2f, 2g
503.6.3	2a, 2c, 2d, 2e, 2f, 2g

506.1	2a, 2d, 2e, 2g
507.5.1	2a, 2c, 2d, 2e, 2f, 2g
507.5.1.2	2a, 2c, 2d, 2e, 2f, 2g
507.5.7	2a, 2c, 2d, 2e, 2f, 2g
510.1	2a, 2b, 2c, 2d, 2g
901.7	2a, 2b, 2c, 2d, 2e, 2g
903.2	2a, 2b, 2c, 2d, 2e, 2g
903.2.1 – 903.2.4	2a, 2b, 2c, 2d, 2e, 2g
903.3.10	2a, 2b, 2c, 2d, 2e, 2g
903.6.1	2a, 2b, 2c, 2d, 2e, 2g
906.11	2a, 2b, 2c, 2d, 2e, 2g
907.2	2c, 2d, 2g
907.2.13.1.2	2c, 2d, 2g
907.6.6	2a, 2b, 2c, 2d, 2e, 2g
907.8.5.1	2a, 2b, 2c, 2d, 2e, 2g
918.1 – 918.3	2a, 2b, 2c, 2d, 2e, 2g
1103.1	2a, 2b, 2c, 2d, 2e, 2g
1103.2	2a, 2b, 2c, 2d, 2e, 2g
1103.3	2a, 2b, 2c, 2d, 2e, 2g
1104 - 1105	2a, 2b, 2c, 2d, 2e, 2g
1201.4 – 1201.7	2a, 2b, 2c, 2d, 2e, 2g
1208 – 1208.6	2a, 2b, 2c, 2d, 2e, 2g
3306.5.2	2a, 2b, 2c, 2d, 2g
3306.5.3	2a, 2b, 2c, 2d, 2g
3306.5.4	2a, 2b, 2c, 2d, 2g
3307.5.2	2a, 2b, 2c, 2d, 2g
5601.1.3	2a, 2b, 2c, 2d, 2g
5608.1.2	2a, 2c, 2d, 2e, 2g
5608.2	2a, 2b, 2c, 2d, 2g
C103.1	2a, 2c, 2d, 2e, 2f, 2g
C103.2	2a, 2c, 2d, 2e, 2f, 2g
C103.3	2a, 2c, 2d, 2e, 2f, 2g

I, the undersigned, hereby certify that the foregoing is a full, true, and complete copy of a resolution duly passed and adopted by the Town Council of the Town of San Anselmo at a regular meeting thereof held on the 10 day of November, 2025, by the following vote:

AYES:

NOES:

ABSENT:

_____

Mayor

ATTEST:

_____

Town Clerk

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.5

MEETING DATE: November 10, 2025

AGENDA TITLE: Public Hearing and Adoption of an Ordinance of the San Anselmo Municipal Code to repeal an replace Title 3, Chapter 3, Article 10 of the San Anselmo Municipal Code to adopt by reference the 2025 Edition of the California Wildland-Urban Interface Code and the 2024 International Wildland-Urban Interface Code with certain local amendments. This does not constitute a "project" pursuant to CEQA Guidelines section 15378; and under the "common sense" exemption CEQA Guideline section 15061(b)(3).

FROM: Ross Valley Fire Department and Community Development Department

---

RECOMMENDATION That the Town Council hold a public hearing and adopt the attached Ordinance to repeal an replace Title 3, Chapter 3, Article 10 of the San Anselmo Municipal Code to adopt by reference the 2025 Edition of the California Wildland-Urban Interface Code and the 2024 International Wildland-Urban Interface Code with certain local amendments.
And
Adopt a Resolution adopting findings of fact and confirming need for change or modifications to the California Wildland-Urban Interface Code because of local conditions.

BACKGROUND AND RECOMMENDED ACTION

On October 28, at a regularly scheduled and duly noticed public meeting, the Town Council introduced and conducted a first reading of an Ordinance to repeal an replace Title 3, Chapter 3, Article 10 of the San Anselmo Municipal Code to adopt by reference the 2025 Edition of the California Wildland-Urban Interface Code and the 2024 International Wildland-Urban Interface Code with certain local amendments.

Relevant background material may be found here.

Typically, the Town Council conducts the public hearing on a proposed ordinance at the time of introduction and first reading. However, Government Code sections 50022.1 *et seq*. requires a slightly different procedure for an ordinance that is adopting another code by reference, as is the case here. When a code is adopted by reference, the public hearing must be scheduled after the first reading, i.e., at the time of the second reading and adoption.

Staff recommends that the Council hold a public hearing and adopt the applicable Ordinance amendments, as set forth in Attachment 1.

FISCAL IMPACT

None.

GENERAL PLAN CONSISTENCY

The Ordinance amendment is consistent with the Town's General Plan within the following sections:

- D. Issues Objectives and Policies

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adoption of the proposed ordinance is exempt from the California Environmental Quality Act because it has no potential for causing a significant effect on the environment (California Code of Regulations, Title 14, § 15061(b)(3)).

Adoption of the Wildland-Urban Interface (WUI) Code is consistent with the Town of San Anselmo's Climate Action Plan because it advances the Plan's objectives to reduce wildfire risk and increase community resilience to climate change. The WUI Code establishes building and vegetation management standards that help protect homes and neighborhoods in fire-prone areas, aligning with the Plan's adaptation and hazard mitigation strategies.

ATTACHMENTS

Attachment 1- Draft Ordinance
Attachment 2- Draft Resolutions

TOWN OF SAN ANSELMO

ORDINANCE NO. 2025-4602

AN ORDINANCE OF THE TOWN OF SAN ANSELMO AMENDING CHAPTER 3, SECTION 3, ARTICLE 10 ADOPTING THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE, AND CERTAIN PORTIONS OF THE 2024 INTERNATIONAL WILDLAND-URBAN INTERFACE CODE, PRESCRIBING REGULATIONS GOVERNING THE MITIGATION OF HAZARD TO LIFE AND PROPERTY FROM THE INTRUSION OF FIRE FROM WILDLAND EXPOSURES, FROM ADJACENT STRUCTURES AND PREVENTION OF STRUCTURE FIRES FROM SPREADING TO WILDLAND FUELS IN TOWN OF SAN ANSELMO; AND FURTHER PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES.

The Town Council of the Town of San Anselmo does ordain as follows:

SECTION 1. Findings.

The Town Council finds that in order to best protect the health, safety and welfare of the citizens of the Town of San Anselmo, it is appropriate to adopt the 2025 California Wildland-Urban Interface Code (which consists of certain portions of the 2024 edition of the International Wildland-Urban Interface Code, as amended by the State of California), and the 2024 edition of the International Wildland-Urban Interface Code to the extent the same is not inconsistent with the 2025 California Wildland-Urban Interface Code, along with certain changes and modifications to these Codes, which the Town Council is authorized to make by California Health and Safety Code Sections 17958.7 and 18941.5, and reasonably necessary due to local climatic, geological or topographical conditions.

Additional amendments are found to be either administrative or procedural in nature or to concern themselves with subjects not covered in the Codes. They are necessary for administrative clarification, and do not modify a building standard pursuant to California Health & Safety Code Sections 17958, 17958.7, and/or 18941.5. These administrative amendments establish administrative standards for the effective enforcement of the building standards in the Town. The changes made include provisions making each of said Codes compatible with other codes enforced by the Town and fee schedules.

A copy of this Ordinance adopting the 2025 California Building Standards Code, as amended, shall be filed with the California Building Standards Commission by the Town Clerk of the Town of San Anselmo.

Therefore, the Town Council hereby makes the factual findings set forth in "Exhibit A," attached hereto and incorporated herein by reference, and finds that the amendments made in this ordinance to the 2025 California Wildland-Urban Interface Code are reasonably necessary because of the local climatic, geological, or topographical conditions stated in Resolution Adopting Findings of Fact.

The Town Council further finds that adoption of this Ordinance is exempt from the California Environmental Quality Act ("CEQA") under California Code of Regulations, Title 14, Section 15061 (b)(3).

SECTION 2. Municipal Code Amended:

Chapter 3-3 of the Town of San Anselmo Municipal Code is hereby amended and shall read as follows:

SECTION 3-3.1001. ADOPTION OF CALIFORNIA WILDLAND-URBAN INTERFACE CODE AND INTERNATIONAL WILDLAND-URBAN INTERFACE CODE

The Town Council of San Anselmo does hereby adopt, for the purpose of prescribing regulations governing conditions hazardous to life and property from the intrusion of fire from wildland exposures, the following, which shall be collectively known as the "Town Wildland-Urban Interface (WUI) Code":

1. The 2025 California Wildland-Urban Interface Code, which consists of certain portions of the 2024 edition of the International Wildland-Urban Interface Code as amended by the California Building Standards Commission, including:

    a. Appendix A GENERAL REQUIREMENTS, the whole thereof, save and except such portions as are hereafter amended by 3-3.1002 of this Ordinance.

    b. Appendix B VEGETATION MANAGEMENT PLANS

    c. Appendix F CHARACTERISTICS OF FIRE-SMART VEGETATION

2. The International Wildland-Urban Interface Code published by the International Wildland-Urban Interface Code Council, Inc., 2024 Edition hereof and the whole thereof, save and except such portions as are

hereinafter deleted, modified or amended by Section 3-3.1002 of this Ordinance.

Each and all of the regulations, provisions, penalties, conditions, and terms of said Town Wildland-Urban Interface Code are hereby referred to, adopted, and made a part hereof as if fully set out in this Ordinance, subject only to the amendments and deletions herein. Not less than one (1) copy of the Codes and Standards hereby adopted is filed in the office of the Fire Marshal of the Ross Valley Fire Department and from the date on which this Ordinance shall take effect, and the provisions thereof shall be controlling within the limits of the Town of San Anselmo.

SECTION 3-3.1002. AMENDMENTS MADE TO THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE, 2024 INTERNATIONAL WILDLAND-URBAN INTERFACE CODE

The 2025 California Wildland-Urban Interface Code and the 2024 International Wildland-Urban Interface is amended and changed in the following respects:

CHAPTER 1
SCOPE AND ADMINISTRATION

Section 101.3.1 of Chapter 1 is hereby amended by deleting exception 5. and the following language substituted in its place:

101.3.1 **Application**. New buildings located in any Fire Hazard Severity Zone

Section 101.3.1.1 of Chapter 1 is hereby deleted and the following language substituted in its place:

101.3.1.1 **Application date and where required**. New buildings *and substantial remodels* located in any Fire Hazard Severity Zone or Wildland-Urban Interface Area shall comply with this code, including all of the following areas:
All unincorporated lands designated by the State Board of Forestry and Fire Protection as State Responsibility Area (SRA) *and Local Responsibility Areas (LRA)* including:
Moderate Fire Hazard Severity Zones.
High Fire Hazard Severity Zones.
Very High Fire Hazard Severity Zones.
Land designated as a wildland-urban interface area *by the Town of San Anselmo*

Section 101.5 of Chapter 1 is hereby deleted and the following language substituted in its place:

> 101.5 **Additions or alterations**. Additions or alterations may be made to any building or structure without requiring the existing building or structure to comply with all of the requirements of this code provided the additions or alterations do not constitute a substantial remodel and, provided the addition or alteration conforms to that required for a new building or structure.
>
> Exception: Provisions of this code that specifically apply to existing conditions are retroactive. See Sections 402.3, and 601.1.
>
> Additions or alterations shall not be made to an existing building or structure that will cause the existing building or structure to be in violation of any of the provisions of this code nor shall such additions or alterations cause the existing building or structure to become unsafe. An unsafe condition shall be deemed to have been created if an addition or alteration will cause the existing building or structure to become structurally unsafe or overloaded; will not provide adequate access in compliance with the provisions of this code or will obstruct existing exits or access; will create a fire hazard; will reduce required fire resistance or will otherwise create conditions dangerous to human life.

Section 101.6 of Chapter 1 is hereby deleted and the following language substituted in its place:

> 101.6 **Maintenance**. All buildings, structures, access, water supply, landscape materials, vegetation, defensible space or other devices or safeguards required by this code shall be maintained in conformance with the code edition under which the same were installed. The owner or the owner's designated agent shall be responsible for the maintenance of buildings, structures, access roads, water supplies, landscape materials and vegetation.

Section 104.2 of Chapter 1 is hereby deleted and the following language substituted in its place:

> Section 104.2 **Determination of compliance**. The Fire Chief is authorized to determine compliance, render interpretations of this code and to make and enforce rules and supplemental regulations and to develop Fire Protection Standards to carry out the application and intent of its provisions. Such interpretations, rules, and regulations, and standards shall be in conformance with the intent and purpose of this

code. A copy of such rules and regulations shall be filed with the Fire Chief of Ross Valley Fire Department and shall be in effect immediately thereafter. Additional copies shall be available for distribution to the public.

Section 104.7 of Chapter 1 is hereby deleted.

Section 105.2.1 of Chapter 1 is hereby added to read as follows:

105.2.1 **Local permits required.** *In addition to the permits required by section 105.2, the following permits shall be obtained from the Fire Prevention Division prior to installation of the following:*

a. Implementation of a Fire Protection Plan.
b. Implementation of a Vegetation Plan.

Section 110 of Chapter 1 is hereby deleted and the following language substituted in its place:

SECTION 110 CERTIFICATE OF COMPLETION

No building, structure or premises shall be used or occupied, and no change in the existing occupancy classification of a building, structure, premise or portion thereof shall be made until the code official has issued a "Final Approval" for occupancy thereof. The "Final Approval" for occupancy shall not be issued until the "Final Approval" for occupancy indicating that the project is in compliance with this code has been issued by the code official.

Issuance of a "Certificate of Completion" shall not be construed as an approval of a violation of the provisions of this code or of other pertinent laws and ordinances of the Town of San Anselmo. Certificates presuming to give authority to violate or cancel the provisions of this code or other laws or ordinances of the Town of San Anselmo shall not be valid.

CHAPTER 2
DEFINITIONS

Section 202 of Chapter 2 is hereby amended by adding the following definitions:

CODE OFFICIAL. The official designated by the Town of San Anselmo to interpret and enforce building standards of this code, shall be the Town of San Anselmo Building Official. The official designated by the Town of San Anselmo

to interpret and enforce fire and life safety provisions of this code shall be the Ross Valley Fire Department Fire Chief or their designated representative.

SUBSTANTIAL REMODEL. Shall mean the renovation of any structure, which combined with any additions to the structure, affects a floor area which exceeds fifty percent of the existing floor area of the structure within any 36 month period. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for the purposes of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings.

VMP. Shall mean Vegetation Management Plan or Vegetation Plan.

CHAPTER 4
WILDLAND-URBAN INTERFACE AREA REQUIREMENTS

Section 402.1.1 of Chapter 4 is hereby deleted and the following language substituted in its place:

> 402.1.1 **Access**. New subdivisions, as determined by Ross Valley Fire Department, shall be provided with fire apparatus access roads in accordance with the *California Fire Code as amended*

Section 402.2.1 is hereby deleted and the following language substituted in its place:

> 402.2.1 **Access**. Individual structures hereafter constructed, substantial remodels, or relocated into or within wildland-urban interface areas shall be provided with fire apparatus access in accordance with the *California Fire Code* and driveways in accordance with Section 403.

Section 402.2.2 is hereby deleted and the following language substituted in its place:

> 402.2.2 **Water supply.** Individual structures hereafter constructed, substantial remodels, or relocated into or within wildland urban interface areas shall be provided with a conforming water supply in accordance with Section 404.
>
> Exception: Buildings not more than 120 square feet.

Section 403.1.2 of Chapter 4 is hereby deleted and the following language

substituted in its place:

403.1.2 **Width.**

a. All roads shall be constructed to provide a minimum of two ten-foot traffic lanes, not including shoulder and striping. These traffic lanes shall provide for two-way traffic flow to support emergency vehicle and civilian egress, unless other standards are provided in this article or additional requirements are mandated by local jurisdictions or local subdivision requirements. Vertical clearances shall conform to the requirements in California Vehicle Code Section 35250.

b. All one-way roads shall be constructed to provide a minimum of one sixteen-foot traffic lane, not including Shoulders. The Local Jurisdiction may approve One-way Roads.
   (1) All one-way roads shall, at both ends, connect to a road with two traffic lanes providing for travel in different directions, and shall provide access to an area currently zoned for not more than ten (10) Residential Units.
   (2) In no case shall a One-way Road exceed 2,640 feet in length. A turnout shall be placed and constructed at approximately the midpoint of each One-way Road.

c. All driveways shall be constructed to provide a minimum unobstructed horizontal clearance of 16 feet and a minimum unobstructed vertical clearance of 15 feet. A driveway shall not serve in excess of <u>five</u> dwelling units.

Exception: When such driveways meet the requirements for an access road in accordance with the *California Fire Code as amended.*

Section 403.1.3 of Chapter 4 is hereby deleted and the following language substituted in its place:

403.1.3 **Road Surfaces**.

a. Road and driveway surfaces shall be designed and maintained to support the imposed load of fire apparatus weighing at least 75,000 pounds and provide an aggregate base.

b. Project proponents shall provide engineering specifications to support design, if requested by the local jurisdiction.

c. Surface materials shall be all weather surface that is either A/C paving, concrete, or other materials as approved by the AHJ.

Section 403.1.4 of Chapter 4 is hereby amended to add the following:

403.1.4 (c) Any grade approved to exceed 16% is required to be concrete with transverse cuts or kerf-cuts so as to allow for water run-off and traction. Turf block and similar products are not permitted. The length of that portion of the road or driveway cannot exceed 100 feet, and the section immediately preceding and proceeding that portion of the road or driveway for a distance of 200 feet on both sides shall have grades not greater than 15%.

Section 403.1.6 of Chapter 4 is hereby deleted and the following language substituted in its place:

Section 403.1.6 **Turnarounds.**

a. Turnarounds are required on driveways and dead-end roads.

b. Driveway turnarounds shall have a minimum inside radius of 27 feet and outside turning radius of not less than 47 feet. If a hammerhead/T is used instead, the top of the "T" shall be a minimum of sixty (60) feet in length.

c. Driveways exceeding 150 feet in length, but less than 800 feet in length, shall provide a turnout near the midpoint of the driveway in addition to a turnaround at the end of the driveway. Where the driveway exceeds 800 feet, turnouts shall be provided not more than 300 feet apart.

d. A turnaround shall be provided on driveways over 150 feet in length and shall be within fifty (50) feet of the building.

e. Each dead-end road shall have a turnaround constructed at its terminus. Where parcels are zoned five (5) acres or larger, turnarounds shall be provided at a maximum of 800-foot intervals.

Section 403.1.10 of Chapter 4 is hereby deleted and the following language substituted in its place:

403.1.10 **Gate entrances**.

a. All gates shall open fully to provide an unobstructed passage width of not less than 16 feet or a minimum of two feet wider than

the approved net clear opening of the required all weather roadway or driveway and a minimum net vertical clearance of 15 feet.

b. All gates providing access from a road to a driveway shall be located at least thirty (30) feet from the roadway and shall open to allow a vehicle to stop without obstructing traffic on that Road.

c. Where a one-way road with a single traffic lane provides access to a gated entrance, a forty-foot turning radius shall be used.

d. Security gates shall not be installed without approval. Where security gates are installed, they shall have an approved means of emergency operation. Approval shall be by the local authority having jurisdiction. The security gates and the emergency operation shall be maintained operational at all times.

Section 403.1.11 is hereby added as follows:

403.1.11 **Restricted access**. Where emergency vehicle access is restricted because of secured access roads or driveways or where immediate access is necessary for life saving or firefighting purposes, the code official is authorized to require a key access to be installed in an accessible location. The key access shall be of a type approved by the code official and shall contain keys or an approved key switch to gain necessary access as required by the code official.

CHAPTER 5
SPECIAL BUILDING CONSTRUCTION REGULATIONS

Chapter 5 special building construction regulations shall be enforced as adopted per San Anselmo Municipal Code Title 9.

CHAPTER 6
FIRE PROTECTION REQUIREMENTS

Section 602.3.1 is amended to include the following:

Section 602.3.1

4. The map shall include all existing emergency water supplies.

Section 602.3.2 is amended by adding the following:

Section 602.3.2

7. Identify the location of fire protection systems or equipment.

8. Identify any power sources, meters, and shut downs.

Section 603.3, is amended to read as follows:

Vegetation Management Plan: A Vegetation Management Plan (VMP) shall be provided for all substantial remodels and new construction, or when required by the code official. The Vegetation Management Plan shall include development and maintenance requirements for the Vegetation Management zone adjacent to structures and roadways and provide significant fire hazard reduction benefits for public and firefighting safety.

Section 603.3.1, is amended to read as follows:

Delineation of the Zone 0 (0'-5'), Zone 1 (5'-30'), Zone 2 (30'-100') fuel management zones from all structures and Zone 3 (10' on either side of the road or driveway).

Section 604.6 is hereby added with language to read as follows:

Section 604.6 **Fire Hazard Reduction.** Any person who owns, leases, controls or maintains any building or structure, vacant lands, open space, and/or lands within specific Wildland Urban Interface areas of the jurisdiction of the [Local AHJ], shall comply with the following:

1. Cut and remove all hazardous vegetation and ground coverings within 100 feet of structures, up to 200 feet when topographic or combustible vegetative types necessitate removal as determined by the Fire Code Official.

2. Remove accumulated dead vegetation on the property.

3. Cut and remove tree limbs that overhang wood decks and roofs.

4. Remove that portion of any tree which extends within 10 feet of any chimney or stovepipe, roof surfaces and roof gutters.

5. Clean any leaves and needles from roofs and gutters.

6. Cut and remove growth less than 3-inches in diameter, from the ground up to a height of 10 feet, provided that no crown shall be

raised to a point so as to remove branches from more than the lower one-third of the tree's total height.

7. Ladder fuels shall be removed within 30 feet of the structure.

8. When required by the Fire Code Official, cut and remove trees that are 8" of diameter or less at breast height, or four feet, six inches above ground, to achieve canopy separation within 30 feet of the structure.

9. Vegetation clearance requirements for new construction and substantial remodels in Wildland-Urban Interface Areas shall be in accordance with the 2025 Wildland-Urban Interface Code, as amended by the Town of San Anselmo

EXCEPTION 1: When approved by the Fire Code Official, single specimens of trees, ornamental shrubbery or similar plants, or plants used as ground covers, provided that they do not form a means of rapidly transmitting fire from the native growth to any structure.

EXCEPTION 2: When approved by the Fire Code Official, grass and other vegetation located more than 30 feet (9144 mm) from buildings or structures less than 18 inches (457 mm) in height above the ground need not be removed where necessary to stabilize soil, and prevent erosion.

Section 604.7, is added to read as follows:

Section 604.7 **Fire Hazard Reduction from Roadways.** The Fire Code Official is authorized to cause areas within 10 feet (3048 cm) on each side of portions of highways, fire apparatus access roads (improved or unimproved), and driveways (improved or unimproved), which are improved, designed, or ordinarily used for vehicular traffic to be cleared of flammable vegetation and other combustible growth.

EXCEPTION 1: When approved by the Fire Code Official, single specimens of trees, ornamental shrubbery or similar plants, or plants used as ground covers, provided that they do not form a means of rapidly transmitting fire from the native growth to any structure.

Section 613 of Chapter 6 is hereby added with the following language:

Section 613 Fire Protection Systems

Section 613.1 of Chapter 6 is hereby added with the following language:

Section 613.1 **General**. The installation of fire protection systems shall be in accordance with nationally recognized standards and Fire Protection Standards.

Section 613.2 of Chapter 6 is hereby added with the following language:

Section 613.2 **Automatic Fire Sprinkler System**

An approved automatic fire sprinkler system shall be installed in all occupancies, in new buildings, and substantial remodels. The installation of the automatic fire sprinkler systems shall be in accordance with nationally recognized standards and Fire Protection Standards.

Section 613.3 of Chapter 6 is hereby added with the following language:

Section 613.3 **Exterior Wildfire Protection System**.

An approved system of devices and equipment which is automatically or manually activated to discharge water and or an approved fire-extinguishing agent onto the structure and or the exterior of the structure to hydrate the Immediate Zone 0 (0-5 feet from the home, including the home) and the Intermediate Zone 1 (5-30 feet from the home).

Section 613.3.1 of Chapter 6 is hereby added with the following language:

Section 613.3.1 **General**. Exterior Wildfire Protection Systems shall comply with this section.

Section 613.3.1 of Chapter 6 is hereby added with the following language:

Section 613.3.2 **Construction documents**. Documentation of the system shall be submitted per 901.2 of the *California Fire Code*.

Section 613.3.2 of Chapter 6 is hereby added with the following language:

Section 613.3.3 **Permits**. Permits shall be required as set forth in section 901.3 of the *California Fire Code*.

CHAPTER 7
REFERENCED STANDARDS

Chapter 7 is hereby amended to add the following language:

Chapter 7 Referenced Standards - ICC
CFC - 2025: California Fire Code
1.11.3.4, 1.11.9, 1.11.10, 102.8, 105.1, 201.3, 202, 402.1.1, 402.1.2, 402.2.1, 402.2.2, 403.2.4, 404.4, 404.5, 404.10.3, 606.1, 606.2, **613.3.2, 613.3.2**

APPENDIX A
GENERAL REQUIREMENTS

Section A104.7.2 of Appendix A of the California Wildland-Urban Interface Code is amended to read as follows:

Section A104.7.2 **Permits**. The Fire Code Official is authorized to stipulate conditions for permits. Permits shall not be issued when public safety would be at risk, as determined by the Fire Code Official.

Section A104.11 of Appendix A of the California Wildland-Urban Interface Code is hereby added and shall read as follows:

Section A104.11 – **Tracer Bullets, Tracer Charges, Rockets and Model Aircraft.** Tracer bullets and tracer charges shall not be possessed, fired or caused to be fired into or across hazardous fire areas. Rockets, model planes, gliders and balloons powered with an engine, propellant or other feature liable to start or cause a fire shall not be fired or projected into or across hazardous fire areas.

Section A104.12 of Appendix A of the California Wildland-Urban Interface Code is hereby added and shall read as follows:

Section A104.12 **Explosives and Blasting.** Explosives shall not be possessed, kept, stored, sold, offered for sale, given away, used, discharged, transported or disposed of within hazardous fire areas except by permit from the Fire Code Official.

Section A104.13 of Appendix A of the California Wildland-Urban Interface Code is hereby added and shall read as follows:

Section A104.13 **APIARIES.** Lighted or smoldering material shall not be used in connection with smoking bees in or upon hazardous fire areas except by permit from the Fire Code Official.

SECTION 3-3.1003. RESERVED

SECTION 3-3.1004. RESERVED

SECTION 3-3.1005. AUTHORITY TO ARREST AND ISSUE CITATIONS

(A) The Fire Chief, Chief Officers, Fire Marshal, and Fire Inspectors shall have authority to arrest or to cite any person who violates any provision of this chapter involving the Wildland-Urban Interface Code or the California Building Standards Code relating to fire and panic safety as adopted by the State Fire Marshal, in the manner provided for the arrest or release on citation and notice to appear with respect to misdemeanors or infractions, as prescribed by Cal. Penal Code Title 3, Part 2, Chapters 5, 5c and 5d including § 853.6, or as the same hereafter may be amended.

(B) It is the intent of the Town Council that the immunities provided in Cal. Penal Code § 836.5 be applicable to aforementioned officers and employees exercising their arrest or citation authority within the course and scope of their employment pursuant to this chapter.

(C) In lieu of the above procedures, the town shall also have the authority to proceed under any local ordinance it may have adopted for purposes of the administrative enforcement of its Code.

SECTION 3-3.1006 PENALTIES

(A) The violations of this Code as adopted herein are misdemeanors/infractions and are subject to the penalties set forth herein.

(B) The first citation, within a 12-month period, for violations of the ICC Wildland-Urban Interface Code and any amendments adopted herein shall be treated as a civil penalty payable directly to the Ross Valley Fire Department and is set at $150 plus the actual costs of all inspections required to gain compliance at the rate set from time to time by the Fire Department. Said civil penalties shall be a debt owed to the Ross Valley Fire Department by the person responsible for the violation within 30 days after the date of mailing of the citation unless an appeal is filed as provided in § 3-3.1007. Upon failure to pay the civil penalty when due, the responsible person shall be liable in a civil action brought by the Ross Valley Fire Department for such civil penalty and costs of the litigation, including reasonable attorney's fees.

(C) Any subsequent citations within a 12-month period for any violations of this Code and any amendments adopted herein shall be misdemeanors/ infractions, and shall be subject to the penalties set forth herein.

(D) The imposition of one penalty for any violation shall not excuse the violation or permit it to continue and all such persons shall be required to correct or remedy such violations or defects within a reasonable time and, when not otherwise specified each day that a violation occurs or continues, after a final notice has been delivered shall constitute a separate offense. The application of both penalties shall not be held to prevent the enforced correction of prohibited conditions.

(E) Nothing contained in divisions (A) through (F) of this section shall be construed or interpreted to prevent the town from recovering all costs associated with a Fire Department enforcement as described in the Wildland-Urban Interface Code, California Building Code, or the California Fire Code.

(F) Any violation of any provision of this chapter shall constitute a public nuisance and shall entitle the Fire Department to collect the costs of abatement and related administrative costs by a nuisance abatement lien as more particularly set forth in Cal. Gov't Code § 38773.1, and by special assessment to be collected by the County Tax Collector as more particularly set forth in Cal. Gov't Code § 38773.5. At least 30 days prior to recordation of the lien, or submission of the report to the Tax Collector for collection of this special assessment, the record owner shall receive notice from the Chief of the Fire Department's intent to charge the property owner for all administrative costs associated with enforcement of this chapter and abatement of the nuisance. The notice shall include a summary of costs associated with enforcement of this chapter and abatement of the nuisance. The property owner may appeal the Chief's decision to the Town Council within 15 days of the date of the notice and request a public hearing prior to recordation of the lien or submission of the report to the County Tax Collector for collection of the special assessment. In addition to the foregoing, the Fire Department is authorized to prosecute a civil action to collect such abatement costs from the property owner or other person in possession or control of the affected property, and shall be entitled to recover such abatement costs, together with the cost of litigation, including reasonable attorney's fees. The provisions of this section shall also apply to corrective actions for the clearance of brush or vegetative growth from structures as outlined in Appendix A of this Code as amended.

(G) In lieu of the above procedures, the town shall also have the authority to proceed under any local ordinance it may have adopted for purposes of the administrative enforcement of its Code.

SECTION 3-3.1007. APPEALS

(A) Any person receiving a citation for a civil penalty pursuant to § 3-3.1006 (B) may file within 30 days after the date of mailing the citation or bill, an administrative appeal against imposition of the civil penalty or response costs and expense. The appeal shall be in writing and filed with the Fire Chief, and shall include a copy of the bill and statement of the grounds for appeal. The Fire Chief shall conduct an administrative hearing on the appeal, after giving the appellant at least ten days' advance written notice of the time and place of the hearing. Within ten days after the hearing the Chief shall give written notice of the decision to the appellant, which decision shall be final. If the appeal is denied in part or full, all amounts due shall be paid within 30 days after the mailing of the notice of the decision of the hearing officer.

(B) Whenever the Chief shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the Code do not apply or that the true intent and meaning of the Code have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the Chief to the Board of Directors of the Ross Valley Fire Department within ten days from the date of the decision. The provision of this section shall not apply to corrective actions for the clearance of brush or vegetative growth from structures or to matters for which an appeal is provided pursuant to division (A) above.

(C) In lieu of the above procedures, the town shall also have the authority to proceed under any local ordinance it may have adopted for purposes of the administrative enforcement of its Code

SECTION 3-3.1008 WILDLAND-URBAN INTERFACE AREAS.

Specific boundaries of natural or man-made features of wildland-urban interface areas shall be as shown on the wildland area interface map on file with the Town Clerk and hereby approved by the Town Council.

SECTION 3. Validity

3.1 Except as specifically provided herein, nothing contained in this ordinance shall be deemed to modify or supersede any prior enactment of the Town Council which addresses the same subject addressed herein.

3.2 If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portion of this Ordinance. The Town Council of the Town of San Anselmo hereby declares that it would have adopted the ordinance and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases shall be declared invalid."

SECTION 7: Ordinance publication and effective date.

7.1 Within fifteen (15) days after its adoption the full text of this Ordinance shall be posted in at least three public places in the Town of San Anselmo and the summary of this Ordinance shall be published within fifteen (15) days after the adoption, together with the names of the Town Council of the Town of San Anselmo voting for or against same, in the Marin Independent Journal, a newspaper of general circulation published in the City of Novato, County of Marin, State of California..

7.2 This Ordinance shall be effective 30 days following its adoption by the Town Council or January 1, 2026, whichever is later.

7.3 The Town Clerk shall cause Section 2 of this ordinance to be codified in the San Anselmo Municipal Code.

7.4 This Ordinance, together with the findings in Resolution No. 2025-4602, shall be filed with the California Building Standards Commission no later than January 1, 2026.

The foregoing ordinance was duly and regularly introduced at a regular meeting of the Town Council of the Town of San Anselmo held in said Town on the 28th day of October, 2025, and thereafter adopted at a regular meeting of the Town Council on the 10th day of November, 2025, by the following vote, to wit:

AYES:

NOES:

ABSENT:

_____
Mayor

Attest:

_____
Town Clerk

TOWN OF SAN ANSELMO
RESOLUTION NO. ____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO ADOPTING FINDINGS OF FACT AND CONFIRMING NEED FOR CHANGE OR MODIFICATIONS TO THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE CODE BECAUSE OF LOCAL CONDITIONS

WHEREAS, THE TOWN COUNCIL IS ADOPTING AN ORDINANCE MAKING THE FOLLOWING CHANGES OR MODIFICATIONS:

Pursuant to Section 17958.5, 17958.7 and 18941.5 of the State of California Health and Safety Code, the Town Council of the Town of San Anselmo in its ordinances adopting and amending the 2025 California Wildland-Urban Interface Code, portions of the 2024 edition of the International Wildland-Urban Interface Code as adopted and amended, changes or modifies certain provisions of the 2025 California Building Standards Code (Title 24,Part 7) as it pertains to the regulation of buildings used for human habitation and fire safety. A copy of the text of such changes or modifications is attached.

Pursuant to Sections 17958.5, 17958.7, and 18941.5 of the State of California Health and Safety Code, the Town Council of the Town of San Anselmo has determined and finds that the attached changes or modifications to the 2025 California Building Standards Code are needed and are reasonably necessary because of local climatic, geographic and topographic conditions.

PROFILE OF THE TOWN OF SAN ANSELMO:

The Town of San Anselmo encompasses an area of 2.7 square miles with a resident population of approximately 12,400. The physical location of the Town is in the central part of Marin County, in the northern portion of the Ross Valley.

The placement of commercial development has been limited to the valley floor area with the residential communities extending out and up into the steep canyons and hills which surround the valley on both the north and south sides.

Travel into and out of the area is accomplished through two lane roads, which are the main arteries of commuter traffic to the bay area commercial centers.

The Town Council recognizes the fact that Marin County has been plagued many times since the late 1800's and early 1900's by brush and forest fires which not only threaten destruction, but on a number of occasions devastated large portions of communities. The desire of the community to preserve natural vegetation has resulted in the encroachment of brush and grass on fire roads, trails, breaks and streets within the

Town, thus rendering such separations ineffective against the spread of fires and safe egress. Natural growth, which is highly flammable during the drier months of the year, encroaches upon many properties, thus posing a potential fire threat to many structures and creating a substantial hindrance to the control of such fires.

With the given profile of the Town of San Anselmo and based on research performed by members of the Ross Valley Fire Department staff, the Town has established certain requirements, which were developed to increase the level of safety and reduce the level of exposure to the citizens of the Town as well as protect the buildings (investments) within its boundaries. The following points were established as factors which caused concern and are herein established and submitted as the "Findings of Fact":

1. CLIMATIC:

a. Precipitation. The normal year's rainfall is approximately 30 to 50 inches on the average calendar year. The area has been subject to extended periods of drought and less than normal rainfall as well as intense rains, which have caused local flooding and damage from geotechnical failure (landslides). Approximately ninety percent (90%) of the annual rainfall is experienced during the months of November through April, and 10% from May through October.

b. Relative Humidity. Moisture in the air, also known as relative humidity, changes significantly during any given day. Humidity generally ranges from 50% during daytime hours to 85% at night. It drops to 30% during the summer months and occasionally drops lower. During periods when the area experiences easterly hot, dry winds, the relative humidity drops significantly, thus creating a greater danger.

c. Temperatures. Average summer highs are in the 75 degree to 85 degree range. There are weather periods where temperatures can rapidly reach 100 degrees and have been recorded even higher.

d. Winds. Prevailing winds are generally from the West. However, winds are experienced from virtually every direction at one time or another, due to topography. Velocities are generally in the 5 – 15 mph range, gusting to 10 – 30 mph, particularly during the summer months. Extreme winds, up to 50 mph, have been known to occur.

e. Summary. The climate (weather patterns) within the Town of San Anselmo is predominantly affected by the marine influence of the Pacific Ocean. During the summer months, the southerly exposed slopes and open fields become dry with seasonal grasses, which present a fuel for the rapid spread of fire. The Northerly slopes are heavily wooded and present a moderate to heavy fuel load with respect to fire danger. These local climatic conditions affect the acceleration, intensity, and size of fire in the community. Times of little or no rainfall, of low humidity and high temperatures create extremely hazardous conditions. Furthermore, winds experienced

in this area can have a tremendous impact upon structure fires of buildings in close proximity to one another and wildland areas. All water storage and supply comes from reservoirs and lakes within the county, and are affected by the climate accordingly.

2. GEOGRAPHICAL and TOPOGRAPHICAL:

a. Geographical Features. The geographical features in and around the Town of San Anselmo are a source of enjoyment for our residents. The hills and valleys give a natural beauty to the area with forested hills and golden yellow meadows leading up to them. These geographic features form the backdrop for the residential and commercial communities and dictate the locations of roadways and building locations. These geographic features also create barriers, which negatively affect accessibility and influence fire behavior during major conflagrations. Many structures (new and old) are constructed of highly combustible material, which offer little resistance to fire and could contribute to the spread of fire. For practical and cost reasons, new structures are built of wood (type V) construction. The potential for conflagration exists with the density of the various specific areas of the Town. The concentrated commercial, as well as residential occupancies, causes concern when considering the "exposure" elements of building to building to grass and brush areas of the Town.

b. **Seismic Location**. The Town of San Anselmo lies within the recognized seismic zone #4, which is the most dangerous zone. While the area has experienced several significant seismic events, there has been a minimum of damage. The Town sits between two active earthquake faults (San Andreas and Hayward) and numerous potentially active faults. The potential for great damage exists, and must be considered as a real threat to be planned for.

c. Size and Population. The Town of San Anselmo encompasses an area of 2.7 miles with a resident population of approximately 12,400. The Town is served by the Ross Valley Fire Department. Ross Valley Fire has three (3) stations (two of which are in San Anselmo, and one in Fairfax), 33 fire personnel (serving the Town of Fairfax, San Anselmo, Ross and the Sleepy Hollow Fire Protection District), with diverse responsibilities including wildland, urban, and paramedical.

d. Roads and Streets. Several of the heavily populated areas have limited roadways and escape routes. The Town of San Anselmo has numerous narrow, winding roads, some barely passable with modern fire apparatus, causing access problems and extended travel times especially in the older hillside sections of the jurisdiction. The accessibility for fire department apparatus is of concern due to the lack of turnouts and roadway widths which increases response time.

e. Topography. The Department's service area is a conglomeration of oak plains, hills, valleys and ridges. The flatter lands are found in the center portion of the

service area and approximately half of the residential development is in this area. The other half of the service area with residential development consists of hillsides with slopes ranging from approximately 15-30% and 30+%. These hazardous conditions present an exceptional and continuing fire danger to the residents of the community due to the difficulty of the terrain and topography of the area, much of it consisting of boxed canyons with steep, brush covered slopes; narrow winding streets used by residents of the area and the Fire Department for ingress and egress, steep hills which hinder Fire Department response time; older and inadequate water systems in certain areas of the community; and the location of buildings and structures with relation to these dangerous areas. The water supply for domestic and fire flow systems within this Town are directly affected by the topographical layout of the Town. The supply of water comes from lakes, which are managed by a public utilities district responsible for maintaining an adequate supply. The water distribution system within the Town is very old in some areas served by mains, which are inadequate in size to provide water for fire protection. The valley floor is served by mains which contain an exceptionally large volume of water for fire protection. The Town of San Anselmo has a base elevation of approximately 120 feet and extends to areas in excess of 900 feet above sea level.

f. Vegetation. The Town Council recognizes that the Town of San Anselmo has within its boarders and along its boundaries, significant areas of grass, brush and heavily forested lands. In addition, the natural vegetation of the area has been altered by the addition of ornamental trees and shrubs, which are not native and add fuel around the houses and buildings of our community. The south facing exposure is primarily annual grasses, highly flammable brush, with occasional clumps of bay and oak trees in the more sheltered pockets. The north facing slopes are heavily wooded from lower elevations to ridge with oak and bay trees and minor shrubs of the general chaparral class. Expansion of the residential community into areas of heavier vegetation has resulted in homes existing in close proximity to dense natural foliage. Often such dwellings are completely surrounded by highly combustible vegetation compounding the fire problem from a conflagration point of view. Of particular recent notice is the increase in dead down fuel and ladder accumulation directly associated with the sudden oak death syndrome.

g. Summary. The above local geographic and topographic conditions increase the magnitude, exposure, accessibility problems and fire hazards presented to the Fire Department.

Fire following an earthquake has the potential of causing greater loss of life and damage than the earthquake itself.

The valley floor has zones recognized by the Federal Emergency Management Agency as flood zones. During times of intense rainfall, flooding and landslides have occurred which have destroyed structures and threatened lives. Within the past

decade, these events have caused the local government to declare disasters and seek state and federal assistance.

Some of the existing structures in the commercial areas of the Town lack the required firewall separation. These structures cause concern to the Fire Department because of the potential for major conflagration. As these structures are replaced, the exposure potential will be significantly reduced.

Several other variables may tend to intensify an incident, such as, the extent of damage to the water system; the extent of roadway damage and/or amount of debris blocking the roadways; climatic conditions (hot, dry weather with high winds); time of day will influence the amount of traffic on roadways and could intensify the risk to life during normal business hours; and the availability of timely mutual aid or military assistance.

Conclusion: Local climatic, geographic and topographic conditions impact fire prevention efforts, and the frequency, spread, acceleration, intensity, and size of fire involving buildings in this community. Further, they impact potential damage to all structures from earthquake and subsequent fire. Therefore it is found to be reasonably necessary that the California Wildland-Urban Interface Code, International Wildland-Urban Interface Code, and the State Building Standards Code be changed or modified to mitigate the effects of the above conditions.

Furthermore, California Health and Safety Code Section 17958.7 requires that the modification or change be expressly marked and identified as to which each finding refers. Therefore, the Town of San Anselmo finds that the following table provides code sections that have been modified pursuant to Town of San Anselmo Ordinance No. ____ which are building standards as defined in Health and Safety Code Section 18909, and the associated referenced conditions for modification due to local climatic, geological and topographical reasons.

Section Number:	**Local climatic, geological and topographical conditions**
101.5	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
101.3.1	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
101.6	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
104.2	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
104.7	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
105.2.1	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
110	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
202	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
402.1.1	2a, 2c, 2d, 2e, 2f, 2g
402.2.1	2a, 2c, 2d, 2e, 2f, 2g
402.2.2	2a, 2c, 2d, 2e, 2f, 2g

403.1.2	2a, 2c, 2d, 2e, 2f, 2g
403.1.3	2a, 2c, 2d, 2e, 2f, 2g
403.1.4	2a, 2c, 2d, 2e, 2f, 2g
403.1.6	2a, 2c, 2d, 2e, 2f, 2g
403.1.10	2a, 2c, 2d, 2e, 2f, 2g
403.1.11	2a, 2c, 2d, 2e, 2f, 2g
602.3.1	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
602.3.2	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
603.3	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
603.3.1	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
604.6	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
604.7	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
6.13.1	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
6.13.2	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
6.13.3	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
A104.7.2	1a, 1b, 1c, 1d, 1e, 2a, 2c, 2d, 2e, 2f, 2g
A104.11	1a, 1b, 1c, 1e, 2a, 2d, 2e, 2f
A104.12	1a, 1b, 1c, 1e, 2a, 2d, 2e, 2f
A104.13	1a, 1b, 1c, 1e, 2a, 2d, 2e, 2f

I, the undersigned, hereby certify that the foregoing is a full, true, and complete copy of a resolution duly passed and adopted by the Town Council of the Town of San Anselmo at a regular meeting thereof held on the 10 day of November, 2025, by the following vote:

AYES:

NOES:

ABSENT:

_____

Mayor

ATTEST:

_____

Town Clerk

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.6

MEETING DATE: November 10, 2025

AGENDA TITLE: Public Hearing and Adoption of an Ordinance of the San Anselmo Municipal Code to repeal and replace Title 9 and adopt by reference the most recent California Building Standards Code (California Code of Regulations, Title 24), as amended. This does not constitute a "project" pursuant to CEQA Guidelines section 15378; and under the "common sense" exemption CEQA Guideline section 15061(b)(3).

FROM: Community Development Department

RECOMMENDATION That the Town Council hold a public hearing and adopt the attached Ordinance to repeal and replace Title 9 and adopt by reference the most recent California Building Standards Code (California Code of Regulations, Title 24), as amended.

BACKGROUND AND RECOMMENDED ACTION

On October 28, at a regularly scheduled and duly noticed public meeting, the Town Council introduced and conducted a first reading of an Ordinance to repeal and replace Title 9 and adopt by reference the most recent California Building Standards Code (California Code of Regulations, Title 24), as amended.

Relevant background material may be found here.

Typically, the Town Council conducts the public hearing on a proposed ordinance at the time of introduction and first reading. However, Government Code sections 50022.1 *et seq*. requires a slightly different procedure for an ordinance that is adopting another code by reference, as is the case here. When a code is adopted by reference, the public hearing must be scheduled after the first reading, i.e., at the time of the second reading and adoption.

Staff recommends that the Council hold a public hearing and adopt the applicable Ordinance amendments, as set forth in Attachment 1.

FISCAL IMPACT
None.

GENERAL PLAN CONSISTENCY
The Ordinance amendment is consistent with the Town's General Plan within the following sections:
- D. Issues Objectives and Policies
- M. Conservation and Environmental Policy Guidelines

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adoption of the proposed ordinance is exempt from the California Environmental Quality Act because it has no potential for causing a significant effect on the environment (California Code of Regulations, Title 14, § 15061(b)(3)).

The item is also consistent with the Climate Action Plan in the following section:
- E-4 Green Building Reach Code

ATTACHMENTS

Attachment 1-Ordinance

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWN OF SAN ANSELMO REPEALING AND REPLACING TITLE 9 CHAPTER 1 OF THE SAN ANSELMO MUNICIPAL CODE TO ADOPT BY REFERENCE CALIFORNIA ADMINISTRATIVE CODE, 2025 EDITION, CALIFORNIA BUILDING CODE, 2025 EDITION AND ITS APPENDICES: G, H, I, J, THE CALIFORNIA RESIDENTIAL CODE, 2025 EDITION AND ITS APPENDICES: H, J, K, AND Q, CALIFORNIA ELECTRICAL CODE, 2025 EDITION, CALIFORNIA MECHANICAL CODE, 2025 EDITION, CALIFORNIA PLUMBING CODE, 2025 EDITION, CALIFORNIA ENERGY CODE, 2025 EDITION, CALIFORNIA WILDLAND-URBAN INTERFACE CODE, 2025 EDITION CALIFORNIA HISTORICAL BUILDING CODE, 2025 EDITION, CALIFORNIA GREEN BUILDING STANDARDS CODE, 2025 EDITION, CALIFORNIA EXISTING BUILDING CODE, 2025 EDITION, INTERNATIONAL PROPERTY MAINTENANCE CODE, 2024 EDITION, INTERNATIONAL SWIMMING POOL AND SPA CODE, 2024 EDITION, NATIONAL FIRE PROTECTION ASSOCIATION ("NFPA") 54 AND 58, CALIFORNIA REFERENCED STANDARDS CODE, 2025 EDITION, (CALIFORNIA CODE OF REGULATIONS TITLE 24) AND, CHAPTER 19 (GREEN BUILDING REQUIREMENTS) TO ADOPT THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE TO REFLECT LOCAL CONDITIONS

WHEREAS, green building is a practice of design, construction and maintenance techniques that have been demonstrated to have a significant positive effect on energy, water and resource conservation, waste management and pollution generation and on the health and productivity of building occupants over the life of the building; and

WHEREAS, on August 24, 2010, the Town Council adopted its first green building regulations through Ordinance No. 1076, which was codified in San Anselmo Municipal Code Title 9 (Building Regulations), Chapter 19 (Green Building Requirements); and

WHEREAS, on November 12, 2019, the Town Council adopted by reference the California Construction Codes, including the 2019 California Green Building Standards Code (CALGreen) (Title 24 Part 11); and

WHEREAS, on April 28, 2020, the Town Council adopted Ordinance No. 1145 to repeal and replace San Anselmo Municipal Code Title 9 (Building Regulations), Chapter 19 (Green Building Requirements) to adopt the County of Marin's Green Building Reach Code provisions; and

WHEREAS, on November 15, 2022, the Town Council adopted by reference the California Construction Codes, including the 2022 version of CALGreen pursuant to Ordinance No. 1168, which was codified in San Anselmo Municipal Code Title 9 (Building Regulations); and

WHEREAS, on August 22, 2023, the Town Council adopted Ordinance No. 1181 to repeal and replace Title 9 (Building Regulations) Chapter 19 (Green Building Requirements) to adopt amendments to the California Green Building Standards Code to reflect local conditions; and

WHEREAS, the 2025 California Building Standards Code, California Code of Regulations, Title 24 ("Title 24") has been amended and adopted by the California Building Standards Commission; and

WHEREAS, California Health and Safety Code Sections 17958, 17958.5, 17958.7 and 18941.5 establish the authority for a city to adopt and make local amendments and modifications to the building standards in the California Building Standards Code to establish more restrictive building standards than those contained in the California Building Standards Code; and

WHEREAS, California Health and Safety Code Sections 17958,17958.5, 17958.7 and 18941.5 permit a city to make such local amendments and modifications as the city determines are reasonably necessary because of local climatic, geological or topographical conditions; and

WHEREAS, California Health and Safety Code Sections 17958, 17958.5, 17958.7 and 18941.5 require a city, before making any amendments and modifications to the California Building Standards Code, make an express finding that such amendments and modifications are reasonably necessary because of local climatic, geological or topographical conditions; and

WHEREAS, Government Code Section 50022.2 permits enactment of city ordinances that adopt codes or statutes, including codes of the State of California, by reference; and

WHEREAS, notice of the Ordinance was published in accordance with Government Code Sections 50022.3 and 6066; and that such notice was sufficient to give notice to interested persons of the purpose of the ordinance and the subject matter thereof; and

WHEREAS, The Town of San Anselmo first adopted a green building and energy reach code in 2010 and most recently, in September of 2023**,** the Town Council adopted an energy and electrification reach code for residential additions and alterations (also known as the Flex Path) that went into effect in March of 2024; and

WHEREAS, The proposed amendments to the Building Code are substantially equivalent to the amendments to the Building Code that were adopted by the Town Council in September of 2023 and that were in effect as of March 2024; and

WHEREAS, the Town Council wishes to maintain Green Building requirements that are well-suited to the Town and promote consistency with Green Building Standards across Marin jurisdictions.

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

SECTION 1. Environmental Review

Adoption of this Ordinance does not require review under the California Environmental Quality Act (CEQA) since it does not constitute a "project" pursuant to CEQA Guidelines section 15378; and is categorically exempt from CEQA under the "common sense" exemption CEQA Guideline section 15061(b)(3) because it can be seen with certainty that there is no possibility that it will have a significant environmental effect.

SECTION 2. The above recitals are true and correct and incorporated herein by reference.

SECTION 3. Findings.

A. The Town Council finds that in order to best protect the health, safety, and welfare of the citizens of the Town of San Anselmo, the standards of building within the Town must conform with State law except where local conditions warrant more restrictive regulations, and therefore the Town of San Anselmo wishes to adopt by reference the 2025 State Construction Standards in California Code of Regulations Title 24, with certain modifications set forth herein.

B. Pursuant to Section 17958.5, 17958.7, and 18941.4 of the California Health and Safety Code, the Town of San Anselmo determines that the following modifications to the 2025 California Construction Standards are reasonably necessary because of local climatic, geological, or topographical conditions that are unique to the Town of San Anselmo as follows:

1. Because of the steep terrain, narrow roads, close proximity to the San Andreas and Hayward seismic faults, and the potential and historically regular flooding of the San Anselmo Creek, unique conditions exist that require special consideration whenever construction is proposed within the Town. Additionally, due to the high temperatures, humidity, rainfall, wind, and restricted accessibility by fire apparatus, and the lack of water supply for domestic use and fire suppression, there are hazards within the Town that require solutions in addition to those specified within the various construction codes.

2. A large portion of the Town is located within FEMA Flood Zone A and historically has sustained significant damage due to rain runoff and the water from the San Anselmo Creek overflowing its banks.

3. The Town is designated as within Seismic Design Categories D, E, and F and is located in close proximity to the San Andreas and Hayward seismic faults indicated by the U.S. Geological Survey and California Division of Mines and Geology.

4. The Town includes many areas of hills and steep terrain, which are susceptible to earth sliding due to both uncontrolled storm water drainage, rain events, and geology.

5. The Town is densely populated with virtually all structures constructed of wood framing and most with combustible exterior materials.

6. Many buildings were erected prior to the enactment of modern zoning and building codes with the result that many are located with little to no property setbacks, which can negatively affect

the provision of fire protection services at those locations.

7. The steep terrain and hilly topography of most of the Town, combined with the narrow roads, adversely impact the fire department's ability to respond to emergency situations.

8. The water pressure and supply available for fire suppression is limited in the hilly areas of the Town.

SECTION 4. Repeal and Replace. Title 9, Chapter 1. San Anselmo Municipal Code Title 9, Chapter 1 is hereby repealed and replaced with the following in its entirety.

Chapter 1
CONSTRUCTION CODES

Article 1. Construction Codes

Section 9-1.101 Adoption of Construction Codes

The following parts of Title 24, California Code of Regulations are adopted by reference as Construction Codes for the Town of San Anselmo, including the amendments noted in this Article.

(a) 2025 edition of the California Administrative Code.
(b) 2025 edition of the California Building Code (CBC) (Title 24 Part 1 and 2) based upon the 2024 International Building Code (IBC) including Appendix G, Flood-Resistant Construction; Appendix H, Signs; Appendix I, Patio Covers; Appendix J, Grading.
(c) 2025 edition of the California Existing Building Code, California Code of Regulations, (Title 24, Part 10) based upon International Existing Building Code 2024.
(d) 2025 edition of the California Residential Building Code (CRC) (Title 24 Part 2.5) based upon the 2024 International Residential Code including Appendix H, Patio Covers; Appendix J, Existing Buildings and Structures; Appendix K, Sound Transmission; Appendix Q, Tiny Houses.
(e) 2025 edition of the California Electrical Code (CEC) (Title 24 Part 3) based upon the NFPA 70, 2024 National Electrical Code (NEC).
(f) 2025 edition of the California Mechanical Code (CMC) (Title24 Part 4) based upon the 2024 Uniform Mechanical Code (UMC).
(g) 2025 edition of the California Plumbing Code (CPC) (Title 24 Part 5) based upon the 2024 Uniform Plumbing Code (UPC).
(h) 2025 edition of the California Energy Code (CEC) (Title 24 Part 6).
(i) 2025 California Wildland-Urban Interface Code (WUI) (Title 24 Part 7).
(j) 2025 California Historical Building Code (Title 24 Part 8).
(k) 2025 California Green Building Standards Code (CAL Green) (Title 24 Part 11).
(l) 2025 International Property Maintenance Code (IPMC).
(m) 2024 International Swimming Pool and Spa Code (ISSPS).
(n) National Fire Protection Association (“NFPA”) 54 and 58.

A copy of each of these documents is maintained in the office of the Building Official.

Article 2. Amendments (Please note that sections 9-1.201 through 9-1.213 are carried over from the existing Municipal Code.)

9-1.202 Non-metallic Cable (CEC 334).

Non-metallic electric cable (Type NM, NMC, NMS) is not allowed in electrical wiring in non-residential applications.

9-1.203 Swimming Pools, Spas and Hot Tubs (CBC 3109)(CRC Appendix AX).

Design and construction must adhere to the most stringent requirements of California Building Code Section 3109, California Residential Code Appendix AX, International Swimming Pool and Spa Code 2024 edition and California Health & Safety Code Section 115921. Barriers enclosing a swimming pool must be at least 5' tall. Before water is placed in a pool for any reason, including the curing of the pool walls, a barrier at least 5' tall conforming to the requirements of CBC Section 3109 must be in place or a pool cover complying with ASTM F1346 must be installed and operational.

9-1.204 Garage/Carport Ceiling Height (CBC 1208)(CRC R305).

Private garages and carports shall have a clear ceiling height of not less than 7'.

9-1.205 Size of Doors (CBC 1010.1.1)(CRC R311).

Except for access to a storage room or closet, all doors must be at least 6'-8" (80") high. Required exit doors must be side-hinged, swing type.

9-1.206 Roofing (CBC 1505)(CRC R902).

For all new structures and any addition that exceeds 50% of the original area, the new roof must be covered with a Class A Roofing Assembly. A noncombustible roof may be applied in accordance with the manufacturer's requirements in lieu of a fire-retardant roofing assembly.

Existing buildings that have 50 percent or more of the roof surface replaced within a five-year period are required to totally replace the roof with a Class A roof assembly or be fire resistive by other provisions of this code.

9-1.207 Permit and Application Expiration (CBC 105.5)(CRC R105.3.2), (CPC 104.3.3) (CMC 104.3.3).

The permit application process must be completed and a permit issued within one year of application submittal. If a permit is not issued one year of the application date the application shall expire. The building official may extend the permit application one time for a period of 180 days. The request must be in writing before the application has expired and demonstrate the circumstances beyond the applicant's control that delayed the application. In order to renew action on an expired application, the applicant shall submit new plans and pay a new plan review fee.

Building permits are valid provided work has commenced within 180 days after the permit is issued and a building department inspection has been completed. If 180 days pass and no inspection by the building department has taken place the permit shall expire. The building official may extend the expired permit one time for up to 180 days if the applicant makes a written request before the expiration date demonstrating circumstances beyond the applicant's control for the delay in the progression of the work. If a permit expires, work may not resume until a new permit is obtained. If the period of expiration is greater than 180 days, no changes are made to the plans and the original plans and specifications may be utilized, the applicant shall pay half the required amount of the building fee. If there are changes to the plans and or specifications, the applicant must pay the full amount.

9-1.208 Fee Refunds (CBC 109.6)(CRC R108.5)(CPC 104.5.3)(CMC 104.5.3).

The building official may authorize refunding of any fee paid which was erroneously paid or collected. The building official may authorize refunding of not more than 80 percent of the plan review fee paid when an application is withdrawn or canceled before any plan review is done. The building official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code. The building official shall not authorize refunding of any fee paid except on written application filed by the original permittee and not later than 180 days after the date of fee payment.

9-1.209 Radiant barriers.

When reroofing causes more than fifty (50%) percent of the roof sheathing to be removed, a radiant barrier (reflective insulation) shall be installed in conjunction with the reroofing project.

9-1.210 Hot water piping insulation.

When hot water pipes are exposed by removal of wall surfaces insulation shall be installed having a minimum thickness of one (1") inch for pipe diameter of two (2") inches or less and having a minimum thickness of one and one-half (1.5") inches for pipe diameter exceeding two (2") inches.

9-1.211 Automatic Fire Sprinkler Systems (CRC R313.1 and R313.2).

Automatic sprinkler systems shall be required in one- and two-family dwellings and townhouses where the structure is undergoing a substantial improvement as defined in CBC Chapter 2 and/or if so determined by the RVFD.

9-1.212 Exterior Fire Resistive Construction.

Sections 701A.1 and 701A.3 of Chapter 7A of the *2025* California Building Code (Title 24, Part 2, Volume 1), and the *2025* California Wildland-Urban Interface Code (Title 24, Part 7), California Code of Regulations are hereby amended to read as follows:

701A.1 and the 2025 California Wildland-Urban Interface Code Scope. This chapter applies to building materials, systems and/or assemblies used in the exterior design and construction of new buildings, additions, repairs, and exterior alterations located within a Wildland Urban Interface Fire Area as defined in sections 702A and CWUIC.

701A.3 and CWUIC Application. New buildings, additions, repairs, and exterior alterations to buildings located in any Fire Hazard Severity Zone or any Wildland Urban Interface Fire Area designated by the enforcing agency constructed after the application date shall comply with the provisions of this chapter.

Exceptions:

1. Buildings of an accessory character and not exceeding 120 square feet in floor area, when located at least 30 feet from an applicable building.
2. Buildings of an accessory character classified as a Group U occupancy of any size located at least 50 feet from an applicable building.
3. Buildings classified as a Group U Agricultural Building, as defined in CBC Section 202 and CWUIC when located at least 50 feet from an applicable building.

Section 707A.3.2 is hereby added to Chapter 7A of the *2025* California Building Code (Title 24, Part 2, Volume 1) to read as follows:

When more than fifty percent (50%) of exterior wall covering on one face of a structure is repaired or replaced within a twelve (12) month period, the entire face of exterior wall covering shall comply with Section 707A.3. And when more than fifty percent (50%) of exterior wall coverings of an existing structure are repaired or replaced within a thirty-six (36) month period, the entire exterior wall coverings shall comply with Section 707A.3 Exceptions may be granted by the Building Official when alternate means of protection are installed as approved by the Fire Official and/or Building Official.

Section R337.7.3.2 is hereby added to the *2025* California Wildland-Urban Interface Code (Title 24, Part 7), to read as follows:

When more than fifty percent (50%) of exterior wall covering on one face of a structure is repaired or replaced within a twelve (12) month period, the entire face of exterior wall covering shall comply with Section R337.7 When more than fifty percent (50%) of exterior wall coverings of an existing structure are repaired or replaced within a thirty-six (36) month period, the entire exterior wall coverings shall comply with Section R337.7 Exceptions may be granted by the Building Official when alternate means of protection are installed as approved by the Fire Official and/or Building Official.

9-1.213 Outside opening protection Section R325.5 Outside opening protection of the 2025 California Residential Code, California Code of Regulations are hereby amended to read as follows:

Openings shall be protected against local weather conditions. Outdoor air exhaust and intake openings shall meet the provisions for exterior wall opening protectives in accordance with this code. Air exhaust and intake openings that terminate outdoors shall be protected with corrosion-resistant screens, louvers or grilles.

1. Vents shall be listed to ASTM E2886 and comply with all of the following:
    1. There shall be no flaming ignition of the cotton material during the Ember Intrusion Test.
    2. There shall be no flaming ignition during the Integrity Test portion of the Flame Intrusion Test.
    3. The maximum temperature of the unexposed side of the vent shall not exceed 662°F (350°C).
2. Vents shall comply with all of the following:
    2.1. The dimensions of the openings therein shall be a minimum of $^{1}/_{16}$ inch (1.6 mm) and shall not exceed $^{1}/_{8}$ inch (3.2 mm).
    2.2. The materials used shall be noncombustible. **Exception:** Vents located under the roof covering, along the ridge of roofs, with the exposed surface of the vent covered by noncombustible wire mesh, may be of combustible materials.
    2.3. The materials used shall be corrosion resistant.

Article 3. Construction Work Hours (Please note that sections 9-1.301 and 9-1.302 are carried over from the existing Municipal Code.)

9-1.301 - Bald Hill work hours.

(a) Construction, demolition, and the operation of miscellaneous noise sources such as vehicle back-up alarms, power saws, and other similar noise sources are allowed during the following times: 8:00 a.m. to 4:30 p.m. Monday through Friday.

No work is allowed on Bald Hill on weekends or holidays observed by the town.

Heavy Construction Truck Trips are restricted to occur only between 10:00 a.m. and 3:00 p.m. Monday through Friday (no holidays). Heavy construction truck trips include, but are not limited to, concrete trucks, dump trucks (ten (10) yards or greater), backhoes, graders, pile drivers, and flatbed delivery trucks.

The Public Works Director can authorize construction beyond these hours and days upon written request, including interior work and other work tasks the Director deems appropriate. Exceptions granted by the Public Works Director include any single activity that will necessitate the use of a heavy construction vehicle beyond the 10:00 a.m. to 3:00 p.m. time period. Any exceptions granted by the Public Works Director regarding heavy construction truck trips will require notification of residents at least twenty-four (24) hours in advance. Such notification shall be the responsibility of the applicants. Furthermore, all construction equipment shall be adequately muffled and maintained.

9-1.302 - All other work hours.

(a) Construction, demolition, and the operation of miscellaneous noise sources such as vehicle back-up alarms, power saws and other similar noise sources are allowed during the following times:

Monday through Fridays from 7:00 a.m. to 8:00 a.m. quiet work only unless authorized by the Public Works Director or his designee and from 8:00 a.m. to 7:00 p.m.;
Saturdays from 9:00 a.m. to 5:00 p.m.;
Sundays from 12:00 p.m. to 5:00 p.m.
Work hours may be extended until 8:00 p.m. for homeowners or residents working alone on their own property.

Article 5. Violations, Penalties

9-1.501 Violations, Penalties

(a) Stop work orders/work without permits or other actions in violation of this Code. For work performed in violation of this Code, an investigation/penalty fee shall be assessed up to five (5) times the construction permit fee. The minimum penalty fee for a permit shall be five hundred ($500) dollars. This also applies to revisions, alterations, or changes on an authorized project where the work done is not within the scope of the originally authorized permit. The fee shall be due whether a permit is issued or not. Additional penalties may be assessed in the event of repeated violations.

(b) No new construction permits shall be issued for work on a property unless all existing violations and expired permits issued for work on such property are cleared by abatement, issuance, or reinstatement of a permit.

(c) The penalties imposed in this section are in addition to any penalties that may be imposed pursuant to other provisions of this Code.

Article 6. - Public Nuisances

9-1.601 - Public nuisances.

(a) Any work commenced or continued in violation of this chapter shall be, and is hereby declared, unlawful and a public nuisance.

(b) A building or structure in a state of partial construction for an unreasonable period of time is a nuisance.

SECTION 4. Repeal and Replace Title 9 (Building Regulations) Chapter 19 (Green Building Requirements) is hereby repealed and replaced with the following in its entirety:

Chapter 19 GREEN BUILDING REQUIREMENTS

9-19.010 Purpose.

The purpose of this chapter is to meet or exceed all applicable mandatory measures of the 2025 California Green Building Standards Code (Title 24, Part 11) and 2025 California Energy Code (Title 24, Part 6)and to enhance the long-term public health and welfare by contributing to the overall reduction of greenhouse gas emissions and improving the environmental and economic health of the Town through the efficient design, construction, operation, maintenance and deconstruction of buildings and site development by incorporating green building practices and materials. The green building and energy provisions referenced in this chapter are designed to achieve the following objectives in San Anselmo:

(1) Increase energy efficiency in buildings;

(2) Reduce consumption of fossil fuels;

(3) Encourage water and resource conservation;

(4) Reduce waste generated by construction projects;

(5) Reduce long-term building operating and maintenance costs;

(6) Improve indoor air quality and occupant health;

(7) Contribute to meeting state and local commitments to reduce greenhouse gas emissions; and

(8) Satisfy all applicable mandatory measures of the 2025 California Green Building Standards Code (Title 24, Part 11) of the California Code of Regulations.

9-19.015 Applicability.

The provisions of this chapter shall apply to all construction or development projects defined below as a "covered project."

9-19.020 Definitions.

For the purposes of interpreting this chapter and the associated standards for compliance, the following terms are defined as follows. When the definitions below differ from those contained elsewhere in this title, the provisions of this chapter shall apply. These definitions are additional to those outlined in Chapter 2 of the CALGreen Code.

(1) "2025 California Energy Code" refers to the requirements outlined in the 2025 edition of the California Energy Code known as California Code of Regulations, Part 6 of Title 24.

(2) "All-electric building" or "All-electric design" means a building or plans for a building that uses a permanent supply of electricity as the source of energy for all space heating (including but not limited to fireplaces), water heating (including but not limited to pools and spas), cooking appliances (including but not limited to barbeques), and clothes drying appliances, and has no

natural gas or propane plumbing installed in the building or within the property lines. An all-electric building may also include solar thermal collectors.

(3) "Accessory Dwelling Unit (ADU)" means a residential unit that meets all of the regulations outlined in Title 10, Chapter 6, Accessory Dwelling Units of the San Anselmo Municipal Code and as set forth in California Government Code sections 65852.2 and 65852.22.

(4)

(4) "CALGreen" refers to the California Green Building Standards Code, as included in Title 24, Part 11 of the California Code of Regulations.

(5) "CALGreen mandatory" means those measures that are required under Title 24, Part 11. Residential mandatory measures are contained in CALGreen Chapter 4. Nonresidential mandatory measures are contained in CALGreen Chapter 5.

(6) "CALGreen Tier 1" refers to required pre-requisite and elective measures in addition to the CALGreen mandatory measures, as outlined in CALGreen Appendix A4.602 for residential projects and CALGreen Appendix A5.601.2 for nonresidential projects.

(7) "Conductor ready" means adding 10 gauge 4 wire for any laundry room remodel for future appliance electric upgrades and/or adding 8 gauge 4 wire for any kitchen remodel for future appliance electric upgrades.

(8) "Covered project(s)" means a development project provided below as set forth by the standards for compliance outlined in Section 9-19.050 of the San Anselmo Municipal Code, Table 1, 2, or 3 for which one (1) or more building permits are required:

(i) All residential and nonresidential new construction buildings as defined below in Section 9-19.020 (28); and/or

(ii) Additions or alterations to an existing single-family residential building, except for any projects less than seven hundred and fifty (750) square feet. Conductor ready required for laundry room and kitchen remodels regardless of remodel size;

(iii) Substantial improvements to an existing single-family residential building.

(9) "Mixed-fuel" means a building or unit in a building that is plumbed for the use of natural gas or propane as fuel for space heating, water heating, cooking or clothes drying appliances or has gas plumbing within a building or within the property lines of the premises connected to a gas meter or propane tank.

(10) "Natural gas" has the same meaning as "Fuel Gas" as defined in the California Plumbing Code and Mechanical Code.

(11) "Newly constructed" means a building that has never before been used or occupied for any purpose. Also means "newly constructed" as defined in the California Building Code 2025.

(12) "Qualified green building rater" means an individual who has been trained and certified as a CALGreen inspector, LEED AP w/a specialty, GreenPoint rater, PHIUS consultant, or has similar qualifications and certifications if acceptable to the Chief Building Official.

(13) "Single-family" means a building designed for and/or occupied exclusively by one (1) family. It is used herein to describe one and two-family dwellings and townhouses with attached private garages. It also includes factory-built, modular housing units, constructed in compliance with the California Building Code.

(14) "Substantial improvement" means any repair, reconstruction, rehabilitation, alteration, addition or other improvement of a building or structure, the cost of which equals or exceeds fifty (50%) percent of the market value of the structure before the improvement or repair is started. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either:

1. Any project for improvement of a building required to correct existing health, sanitary or safety code violations identified by the Building Official and that are the minimum necessary to assure safe living conditions.

2. Any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure.

9-19.030 Requirements for additions and alterations - Local amendments to 2025 California Energy Code.

Pursuant to Section 9-1.101(h) of the San Anselmo Municipal Code, the Town has adopted the 2025 edition of the California Energy Code known as California Code of Regulations, Part 6 of Title 24 with additions, and deletions as provided in this subchapter.

The provisions of this subchapter shall constitute local amendments to the cross-referenced provisions of the 2025 California Energy Code and shall be deemed to replace the cross-referenced sections of said Code with the respective provisions set forth in this subchapter.

The California Energy Code, Title 24, Part 6, is hereby amended as underlined and struck through:

Section 100.0 of Subchapter 1 of the 2025 California Energy Code is modified to add new section (i) as follows:

(i) Single-Family Building Remodel Energy Reach Code - Purpose and Intent. In addition to all requirements of the California Energy Code applicable to existing single-family building additions and alterations, the energy efficiency and renewable energy measures specified in Section 150.0(w) shall be required for covered projects of mixed-fuel buildings.

Section 100.1(b) is modified by adding the following definitions:

"All-electric building" or "All-electric design" as defined in Section 9-19.020 (2) of the San Anselmo Municipal Code.

"Covered project(s)" as defined in Section 9-19.020 (8), of the San Anselmo Municipal Code.

"Mixed-fuel" building as defined in Section 9-19.020 (9), of the San Anselmo Municipal Code.

Section 150.0 Single-Family Residential Buildings - Mandatory Features and Devices, first two (2) paragraphs, are modified to read as follows:

Existing single-family residential buildings shall comply with the applicable requirements of Sections 150(a) through 150.0(v), and covered existing single-family projects, other than projects identified as all-electric construction for new residential buildings in Section 9-24.01 et seq. of the San Anselmo Municipal Code, shall comply with the applicable requirements of Section 150.0(w).

NOTE: The requirements of Sections 150.0(a) through 150.0(v) apply to new construction. Sections 150.2(a) and 150.2(b) specify which requirements of Sections 150.0(a) through 150.0(v) also apply to additions or alterations, with the exception that covered existing single-family projects, other

than projects identified as all-electric construction for new residential buildings in Section 9-24.01 et seq. of the San Anselmo Municipal Code, shall also be required to comply with Section 150.0(w).

A new Section (w), is added to Section 150.0 as follows:

(w) Requirements for a covered project are outlined by project type in Table 1 of Section 9-19.050 of the San Anselmo Municipal Code. A covered existing single-family project, as defined in Section 9-19.020 (8)(ii) of the San Anselmo Municipal Code, that includes an electrical panel upgrade, a kitchen remodel or a laundry room remodel shall comply with the requirements for Measure ER2 in Table 2 of Section 9-19.050 of the San Anselmo Municipal Code. In addition, a covered existing single-family project in a building originally permitted for construction on or before December 31, 1991 shall install a set of measures from the Measure Menu in Table 2 of Section 9-19.050 of the San Anselmo Municipal Code, to achieve a total measure point score that is equal to or greater than the target score in said table and shall conform to the List of Measure Specifications in Table 3 of Section 9-19.050 of the San Anselmo Municipal Code, except as otherwise described below:

(i) Projects identified as all-electric construction for new residential buildings in Section 9-24.01 et seq. of the San Anselmo Municipal Code.

(ii) Projects less than seven hundred and fifty (750) square feet that are not considered substantial improvements. Square footage associated with the creation of a new ADU or JADU will not be included in the calculation of project square footage.

(iii) Substantial improvements to an existing single-family residential building.

(iv) Mobile homes, manufactured housing, or factory-built housing as defined in Division 13 of the California Health and Safety 12 Code (commencing with Section 17000 of the Health and Safety Code).

(v) If due to conditions specific to the project, it is technically or economically infeasible to achieve compliance, the Chief Building Official may reduce the target score and/or waive some or all of the mandatory requirements.

(vi) If the applicant demonstrates that the energy budget of the proposed building, as calculated under Section 150.1(b), would be less than or equal to the energy budget of the building if it otherwise complied with this Section, 150.0(w).

(vii) A resident owner or occupant demonstrates that they qualify for the California Alternative Rates for Energy (CARE) or Family Electric Rate Assistance (FERA) program may comply by installing, to the specifications in Table 3 of Section 9-19.050 of the San Anselmo Municipal Code the following:

(a) E1: Lighting Measures; and

(b) E2: Water Heating Package.

In addition, all mandatory measures listed in Table 2 of Section 9-19.050 of the San Anselmo Municipal Code shall be installed.

9-19.050 Standards for compliance.

The San Anselmo Green Building Requirements define compliance thresholds for different projects that are covered by this ordinance. These standards are summarized below in Table 1. The energy efficiency and electrification measures menu and specifications are detailed in Tables 2 and 3.

Table 1: Requirements by Project Type and Size			
Project Type and Size	Green Building Requirements	Energy Efficiency Requirements	Electric Vehicle Requirements
Single and Two-Family New Construction	CALGreen Mandatory	Meet the standards outlined for the project in the 2025 California Energy Code	CALGreen Mandatory
Multifamily Residential New Construction	CALGreen Mandatory		CALGreen Mandatory
Nonresidential New Construction	CALGreen Mandatory	Meet the standards outlined for the project in the 2025 California Energy Code	CALGreen Mandatory
Single and Two-Family Additions and Alterations less than750 square feet	CALGreen Mandatory Conductor ready required for laundry room and kitchen remodels regardless of remodel size.	Meet the standards outlined for the project in the 2025 California Energy Code	CALGReen Mandatory
Single and Two-Family Additions and Alterations 750 square feet or greater; and Substantial Improvements	CALGreen Mandatory	For homes built before 1992, using the Measure Menu in Table 2, achieve a total score that is equal to or greater than the Target Score for the applicable climate zone and install the electric readiness measures (ER2) as applicable in Table 3	Mandatory
Multifamily Residential Additions and Alterations less than 750 square feet	CALGreen Mandatory Conductor ready required for laundry room and kitchen	Meet the standards outlined for the project in the 2025 California Energy Code	CALGreen Mandatory

	remodels regardless of remodel size.		
Multifamily Residential Additions and Alterations 750 square feet or greater; and Substantial Improvements	CALGreen Mandatory		
Nonresidential Additions and Alterations			

The following conditions also apply to Table 1:

(a) Cumulative new construction or remodels during the preceding 36-month period from the acceptance of this application shall be considered as a single covered project, and subject to the highest compliance threshold based on the cumulative project size or valuation.

(b) Mixed-use (residential and commercial) projects must comply either with the applicable covered project requirements for the respective residential and commercial portions of the project or may propose to utilize a mixed-use rating system, subject to approval by the chief building official.

The following are exceptions to Table 1:

(1) Where the requirements of Tier 1 are infeasible as a result of the market, economy, or technology available as determined by the chief building official the chief building official may provide an alternative or waive the requirement.

Table 2: Energy and Electrification Menu of Measures by Climate Zone			
Measure		Climate Zone	Steps
		2	1) Choose your Climate Zone using CEC toolfinder[1]
Specification	Spec. ID (Refer to Table 3)	Target Score	2) Minimum Target Score needed to comply (1 point = 1 MMBTU savings per yr.)
		8	
Lighting	E1	Mandatory	**3) Choose a measure or a combination of measures that adds up to the minimum target score above based on CZ. Measures listed as "Mandatory" MUST be installed.** **4) Use the Specification Number (Spec. ID) column as a key and conform to the specifications in**
Water Heating Package	E2	2	
Air Sealing	E3	1	
R-49 Attic Insulation	E4	2	
Duct Sealing	E5	3	
New Ducts, R-8	E6.B	6	

Insulation + Duct Sealing			**Table 3 below. Table 3 describes, specifies, and details compliance with each corresponding measure.**
Windows	E7	3	
R-19 Raised floor insulation	E10.A	8	
Radiant Barrier Under Roof	E12	1	
HPWH Replacing Gas	FS1	12	
High Eff HPWH Replacing Gas	FS2	13	
HPWH Replacing Electric	FS3	4	
High Eff HPWH Replacing Electric	FS4	5	
HVAC Heat pump	FS5	17	
High Eff HVAC Heat Pump	FS6	19	
Heat Pump Clothes Dryer	FS8	1	
Induction Cooktop	FS9	1	
Solar PV	PV	14	
[1] California Energy Commission climate zone tool finder at https://www.energy.ca.gov/programs-and-topics/programs/building-energy-efficiency-standards/climate-zone-tool-maps-and.			

The following conditions also apply to Table 2:

(a) Unless otherwise specified, the requirements shall apply to the entire dwelling unit, not just the additional or altered portion.

(b) Measures from the Measure Menu in Table 2 and specified in Table 3, that already exist in the home, may be counted towards compliance with these requirements, unless otherwise specified in Table 3.

(c) Measures from the Measure Menu in Table 2 that are to be installed to satisfy requirements under the State Energy Code, Title 24, Part 6, may also be counted

towards compliance with these requirements. Where these requirements conflict with other Energy Code requirements, the stricter requirements shall prevail.

ID	Measure Specification
	Energy Efficiency Measures
E1	Lighting Measures – Install lighting with an efficiency of 45 lumens per watt or greater in all interior and exterior screw-in fixtures. Install photocell, occupancy sensor or energy management system controls that meet the requirements of 150.0(k)3 in all outdoor lighting permanently mounted to a residential building or to other buildings on the same lot.
E2	Water Heating Package: Insulate all accessible hot water pipes with pipe insulation a minimum of ¾ inch thick. This includes insulating the supply pipe leaving the water heater, piping to faucets underneath sinks, and accessible pipes in attic spaces or crawlspaces. Upgrade fittings in sinks and showers to meet current California Green Building Standards Code (Title 24, Part 11) Section 4.303 water efficiency requirements. Exception: Upgraded fixtures are not required if existing fixtures have rated or measured flow rates of no more than ten percent greater than 2022 California Green Building Standards Code (Title 24, Part 11) Section 4.303 water efficiency requirements.
E3	Air Sealing: Seal all accessible cracks, holes, and gaps in the building envelope at walls, floors, and ceilings. Pay special attention to penetrations including plumbing, electrical, and mechanical vents, recessed can light luminaires, and windows. Weather-strip doors if not already present. Verification shall be conducted following a prescriptive checklist that outlines which building aspects need to be addressed by the permit applicant and verified by an inspector. Compliance can also be demonstrated with blower door testing conducted by a certified ECC Rater no more than three years prior to the permit application date that either: a) shows at least a 30 percent reduction from pre-retrofit conditions; or b) shows that the number of air changes per hour at 50 Pascals pressure difference (ACH50) does not exceed ten for Pre-1978 vintage buildings, seven for 1978 to 1991 vintage buildings and five for 1992-2010 vintage buildings. If combustion appliances are located within the pressure boundary of the building, conduct a combustion safety test by a certified ECC Rater or a professional certified by the Building Performance Institute, in accordance with the BPI Technical Standards for the Building Analyst Professional.
E4.B	R-49 Attic Insulation: Attic insulation shall be installed to achieve a weighted assembly U-factor of 0.020 or insulation installed at the ceiling level shall have a thermal resistance of R-49 or greater for the insulation alone. Recessed downlight luminaires in the ceiling shall be covered with insulation to the same depth as the rest of the ceiling. Luminaires not rated for insulation contact must be replaced or fitted with a fire-proof cover that allows for insulation to be installed directly over the cover. Exception: In buildings where existing R-30 is present and existing recessed downlight luminaires are not rated for insulation contact, insulation is not required to be installed over the luminaires.

E5	Duct Sealing: Air seal all space conditioning ductwork to meet the requirements of the 2022 Title 24, Part 6, Section 150.2(b)1E. The duct system must be tested by a ECC Rater no more than three years prior to the Covered Single Family Project permit application date to verify the duct sealing and confirm that the requirements have been met. This measure may not be combined with the New Ducts and Duct Sealing measure in this Table. Exception: Buildings without ductwork or where the ducts are in conditioned space.
E6.B	New Ducts, R-8 insulation + Duct Sealing: Replace existing space conditioning ductwork with new R-8 ducts that meet the requirements of 2022 Title 24 Section 150.0(m)11. This measure may not be combined with the Duct Sealing measure in this Table. To qualify, a preexisting measure must have been installed no more than three years before the Covered Single Family Project permit application date.
E7	Windows: Replace at least 50% of existing windows with high performance windows with an area-weighted average U-factor no greater than [0.27 in Climate Zone 2].
E8	R-15 Wall Insulation: Install wall insulation in all exterior walls to achieve a weighted U-factor of 0.095 or install wall insulation in all exterior wall cavities that shall result in an installed thermal resistance of R-15 or greater for the insulation alone.
E9	Reserved for future use
E10.A	R-19 Floor Insulation: Raised-floors shall be insulated such that the floor assembly has an assembly U-factor equal to or less than U-0.037 or shall be insulated between wood framing with insulation having an R-value equal to or greater than R-19.
E12	Radiant Barrier: A radiant barrier that meets the requirements of Section 150.1(c)2 shall be installed under at least 50% of the roof surface.
	Fuel Substitution and Solar PV Measures
FS1	Heat Pump Water Heater (HPWH) Replacing Gas: Replace existing natural gas water heater with a heat pump water heater that meets the requirements of Sections 110.3 and 150.2(b)1.H.iii.b.
FS2	High Efficiency Heat Pump Water Heater (HPWH) Replacing Gas: Replace existing natural gas water heater with heat pump water heater with a Northwest Energy Efficiency Alliance (NEEA) Tier 3 or higher rating that also meets the requirements of Sections 110.3 and 150.2(b)1.H.iii.c.
FS3	Heat Pump Water Heater (HPWH) Replacing Electric: Replace existing electric resistance water heater with a heat pump water heater that meets the requirements of Sections 110.3 and 150.2(b)1.H.iii.b.
FS4	High Efficiency Heat Pump Water Heater (HPWH) Replacing Electric: Replace existing electric resistance water heater with heat pump water heater with a Northwest Energy Efficiency Alliance (NEEA) Tier 3 or higher rating that also meets the requirements of Sections 110.3, and 150.2(b)1.H.iii.c.
FS5	Heat Pump Space Conditioning System: Replace all existing gas and electric resistance primary space heating systems with an electric-only heat pump system that meets

	the requirements of Sections 110.3, 150.2(b)1.C, 150.2(b)1.E, 150.2(b)1.F, and 150.2(b)1.G.
FS6	High Efficiency Heat Pump Space Conditioning System: Replace all existing gas and electric resistance primary space heating systems with a system that meets the requirements of Sections 110.3 and 150.2(b)1.C, 150.2(b)1.E, 150.2(b)1.F, and 150.2(b)1.G and one of the following: A ducted electric-only heat pump system with a SEER2 rating of 16.5 or greater, an EER2 rating of 12.48 or greater and an HSPF2 rating of 9.5 or greater; or A ductless mini-split heat pump system with a SEER2 rating of 14.3 or greater, an EER2 rating of 11.7 or greater and an HSPF2 rating of 7.5 or greater
FS7	Dual Fuel Heat Pump Space Conditioning System: Install a heat pump space conditioning system that meets the requirements of Sections 110.3 and 150.2(b)1.C, 150.2(b)1.E, 150.2(b)1.F, and 150.2(b)1.G and either: Replaces all existing gas and electric resistance primary heating systems with a hybrid gas and electric heat pump system, or Is an electric-heat pump system in tandem with a gas furnace and controls to use the gas furnace for backup heat only.
FS8	Heat Pump Clothes Dryer: Replace existing electric resistance clothes dryer with heat pump dryer with no resistance element and cap gas line.
FS9	Induction Cooktop: Replace all existing gas and electric resistance stove tops with inductive stove top and cap the gas line.
PV.A	Solar PV: Install a solar PV system that meets the requirements of Section 150.1(c)14.

9-19.060 Incentives for compliance.

In addition to the required standards for compliance, the Town Council may establish by resolution, financial or application processing incentives and/or award or recognition programs to encourage higher levels of green building compliance for a project.

9-19.070 Administrative procedures.

The procedures for compliance with the provisions of this chapter shall include, but not be limited to the following:

(a) *Project design*. Applicants for a covered project are strongly encouraged to involve a qualified green building rater in the initial design phases of the project in advance of submittal of an application to determine applicable green building compliance thresholds and the most cost effective and appropriate means of achieving compliance.

(b) *Planning applications*. If a discretionary planning application is required for a covered project, applicants should be prepared to identify expected green building measures to be included in the project to achieve the compliance thresholds. Applicants should identify any anticipated difficulties in achieving compliance and any exemptions from the requirements of this chapter that may be requested.

(c) *Building plan check review*. Upon submittal of an application for a building permit, building plans for any covered project shall include a green building program description and completed checklist. The checklist shall be incorporated onto a separate full-sized plan sheet included with the building plans. Evidence that the project, as indicated by the project plans and green building program description, will achieve the standards for compliance outlined in Section 9-19.050 shall be provided prior to issuance of a building permit.

(d) *Changes during construction*. During the construction process, alternate green building measures may be substituted, provided that documentation of the proposed change and the project's continued ability to achieve the standards for compliance to the chief building official shall be provided.

(e) *Final building inspection*. Prior to final building inspection and occupancy for any covered project, evidence that project construction has achieved the required compliance set forth in the standards for compliance outlined in Section 9-19.050 shall be provided. The Chief Building Official shall review the documentation submitted by the applicant and determine whether the project has achieved the compliance threshold as set forth in the standards for compliance outlined in Section 19.04.140. If the Chief Building Official determines that the applicant has met these requirements, the final building inspection may proceed.

(f) *Conflict with other laws*. The provisions of this chapter are intended to be in addition to and not in conflict with other laws, regulations and ordinances relating to building construction and site development. If any provision of this chapter conflicts with any duly adopted and valid statutes or regulations of the federal government or the State of California, the federal or state statutes or regulations shall take precedence.

9.19.080 Exemptions.

(a) The provisions of this chapter shall not apply to:

(1) Buildings which are temporary (such as construction trailers).

(2) Building area which is not or is not intended to be conditioned space.

(3) Any requirements of this chapter which would impair the historic integrity of any building listed on a local, state or federal register of historic structures, as determined by the Chief Building Official and as regulated by the California Historic Building Code (Title 24, Part 8). In making such a determination, the Chief Building Official may require the submittal of an evaluation by an architectural historian or similar expert.

(4) Accessory Dwelling Units as defined in Section 9-19.020(3).

(5) All residential and nonresidential buildings structures constructed after 1991.

(b) As outlined in the 2025 CALGreen Code, Sections 4.106.4 and A5.106.5, applicants may be exempted from the electric vehicle changing requirements on a case-by-case basis where the local enforcing agency has determined EV charging and infrastructure are not feasible based upon one (1) or more of the following conditions:

(1) Where there is no commercial power supply or the local utility is unable to supply adequate power.

(2) Where there is evidence suitable to the local enforcing agency substantiating that additional local utility infrastructure design requirements, directly related to the implementation of Sections 4.106.4 and A5.106.5 may adversely impact the construction cost of the project.

(3) ADUs and JADUs without additional parking facilities.

(4) Parking spaces accessible only by automated mechanical car parking systems are not required to comply with CALGreen Code Sections 4.106.4 and A5.106.5

(c) Hardship or infeasibility exemption. If an applicant for a covered project believes that circumstances exist that make it a hardship or infeasible to meet the requirements of this chapter, the applicant may request an exemption as set forth below. In applying for an exemption, the burden is on the applicant to show hardship or infeasibility.

(1) *Application*. Based on the following, the applicant shall identify in writing the specific requirements of the standards for compliance that the project is unable to achieve and the circumstances that make it a hardship or infeasible for the project to comply with this chapter. The applicant may not petition for relief from any requirement of the 2025 California Energy Code (Title 24, Part 6) and referenced standards, or the 2025 California Green Building Standards (Title 24, Part 11) of the California Building Standards Code. Circumstances that constitute hardship or infeasibility shall include one (1) of the following:

a. That the cost of achieving compliance is disproportionate to the overall cost of the project;

b. That strict compliance with these standards would create or maintain a hazardous condition(s) and present a life safety risk to the occupants.

(2) *Granting of exemption*. If the chief building official determines that it is a hardship or infeasible for the applicant to fully meet the requirements of this chapter and that granting

the requested exemption will not cause the building to fail to comply with the 2025 California Energy Code (Title 24, Part 6) and referenced standards, or the 2025 California Green Building Standards (Title 24, Part 11) of the California Building Standards Code, the chief building official shall determine the maximum feasible threshold of compliance reasonably achievable for the project. In making this determination, the chief building official shall consider whether alternate, practical means of achieving the objectives of this chapter can be satisfied, such as reducing comparable energy use at an off-site location within the county. If an exemption is granted, the applicant shall be required to comply with this chapter in all other respects and shall be required to achieve the threshold of compliance determined to be achievable by the Chief Building Official.

(3) *Denial of exception*. If the chief building official determines that it is reasonably possible for the applicant to fully meet the requirements of this chapter, the request shall be denied, and the applicant shall be notified of the decision in writing. The project and compliance documentation shall be modified to comply with the standards for compliance.

(4) *Appeal*. Any aggrieved applicant or person may appeal the determination of the chief building official regarding the granting or denial of an exemption or compliance with any other provision of this chapter. An appeal of a determination of the chief building official shall be filed in writing and processed in accordance with the provisions of Section 10-1.06 of this Code.

SECTION 5. Severability. The Town Council hereby declares every section, paragraph, sentence, clause, and phrase is severable. If any section, paragraph, sentence, clause or phrase of this Ordinance is for any reason found to be invalid or unconstitutional, such invalidity, or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, sentences, clauses or phrases.

SECTION 6. Effective Date. This Ordinance shall take effect and be in force thirty (30) days after the date of its passage. Within fifteen (15) days following its passage, a summary of the Ordinance shall be published with the names of those Town Council members voting for and against the Ordinance and the Town Clerk shall post in the office of the Town Clerk a certified copy of the full text of the adopted Ordinance along with the names of the members voting for and against the Ordinance.

The foregoing ordinance was introduced at a regular meeting of the San Anselmo Town Council on the 28th day of October 2025 and was adopted at a regular meeting on the 10th day of November 2025 by the following vote.

AYES:
NOES:
ABSENT:

_____
Tarrell Kullaway, Mayor

ATTEST _____
Serge Avila, Town Clerk

STAFF REPORT

TOWN OF SAN ANSELMO Item #:2.7

MEETING DATE: November 10, 2025

AGENDA TITLE: Second Reading and Adoption of an Ordinance Amending San Anselmo Municipal Code Section 2-1.02 to Increase Town Council Compensation

FROM: David Donery, Town Manager

RECOMMENDATION

1. That the Town Council Consider the attached proposed Ordinance, which includes findings required by state law (**Attachment 1**).
2. Motion to approve the second reading and Adoption of the Ordinance.

BACKGROUND

In 2008, the Town Council amended section 2-1.02 of the San Anselmo Municipal Code to set Council compensation at $300 per month, which was consistent with the state law at the time. That law was amended in 2023 to increase the allowable compensation for city council members depending on the population of the municipality. The legislation was intended to "help city councils become more diverse because increased compensation can help individuals from across different income levels receive sufficient income from their service to help ensure that they can continue to serve the public and support their families." (Cal SB 329, 2023 Cal Stats. ch. 27).

The law now provides that cities with a population of 35,000 or less may approve a council salary of up to $950 per month. (Cal. Gov. Code § 36516(a)(2)(A)). A city council must consider the proposed salary increase in open session at two or more meetings and must make findings demonstrating the need for the increased compensation. (Cal. Gov. Code § 36516(g)(1)-(2)). In the future, the council members' salary may be increased beyond the amount provided, but the amount of the increase shall not exceed:

> (A) An amount equal to 5 percent for each calendar year from the operative date of the last adjustment of the salary in effect when the ordinance or amendment is enacted.

(B) An amount equal to inflation since January 1, 2024, based upon the California Consumer Price Index, which shall not exceed 10 percent for each calendar year. (Cal. Gov. Code § 36516(a)(4)).

No automatic increases in salary are permitted, so any future adjustment would have to return for consideration as an ordinance amendment. (Cal. Gov. Code § 36516(a)(5)).

Finally, the Government Code specifies that a change in compensation does not apply to a council member during the council member's term of office. However, "this prohibition shall not prevent the adjustment of the compensation of all members of a council serving staggered terms whenever one or more members of the city council becomes eligible for a salary increase by virtue of the council member beginning a new term of office." (Gov. Code, § 36516.5).

DISCUSSION/ANALYSIS

The attached proposed ordinance includes an increase in Town Council member compensation to $950 per month. The increase is intended to support diversity in Town Council membership by ensuring that individuals from every income level receive sufficient compensation for their public service.

Staff conducted a survey of Council compensation in the other ten jurisdictions in Marin County. Corte Madera, Larkspur and San Rafael have adjusted their compensation following the passage on the law. Table 1 shows current monthly compensation levels in Marin jurisdictions:

Table 1

City of Belvedere	$0	City of Novato	$400
Town of Corte Madera	$950	Town of Ross	$0
Town of Fairfax	$0	City of San Rafael	$1,516
City of Larkspur	$950	City of Sausalito	$300
City of Mill Valley	$350	Town of Tiburon	$0

Effective Date

As noted above, although the ordinance would take effect thirty days following adoption, the Town Council salary increase would not be implemented until December 2026, when one or more members of the Town Council begin a new term of office (Cal. Gov. Code § 36516.5).

FISCAL IMPACT

The current annual compensation for Town Council members is $19,377. Beginning in December 2026, when all five Council members begin receiving $950/month, their annual compensation will be $61,361. Both annual totals include the Town's portion of Social Security and Medicare taxes.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

California Environmental Quality Act (CEQA)
Adopting an ordinance to increase Town Council member compensation is not subject to the California Environmental Quality Act ("CEQA") because it does not constitute a "project" within the meaning of Public Resources Code section 21065, as it can be seen with certainty that the action will not have in effect on the environment.

Climate Action Plan Conformance
N/A

ATTACHMENTS
Attachment 1 – Draft Proposed Ordinance

ORDINANCE NO. 2025-XX

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO AMENDING SAN ANSELMO MUNICIPAL CODE SECTION 2-1.02 TO INCREASE TOWN COUNCIL COMPENSATION AS PERMITTED BY STATE LAW

WHEREAS, California Government Code section 36516 allows the Town Council to enact an ordinance providing for the Council members to receive a salary based on the population of the Town; and

WHEREAS, effective January 1, 2024, section 36516 was amended to increase the maximum amount of council salaries to account for inflation and support diversity on city councils; and

WHEREAS, under the amended statute, cities with a population of 35,000 or less may approve a Council salary of up to $950 per month; and

WHEREAS, the 2020 federal census found that San Anselmo's population 12,380; and

WHEREAS, San Anselmo Municipal Code section 2-1.02 currently provides each Council member with compensation of $300 per month; and

WHEREAS, the Town Council finds that increasing the Council salaries to a level that aligns with state law would support diversity in Town Council membership by ensuring that individuals from every income level receive sufficient compensation for their public service; and

WHEREAS, adopting an ordinance to increase Town Council member compensation is not subject to the California Environmental Quality Act ("CEQA") because it does not constitute a "project" within the meaning of Public Resources Code section 21065; and

WHEREAS, the Town Council held a public hearing on October 28, 2025, to discuss and introduce the draft Ordinance and adopted the ordinance at its meeting of _____ ; and

WHEREAS, California Government Code section 36516.5 specifies that for city council with staggered terms, an adjustment to Council compensation will not take effect until one or more members of the Council begins a new term of office; therefore the salary change will be implemened following the 2026 Town Council election.

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

SECTION 1: Recitals Incorporated. The above recitals are true and correct and are incorporated as findings herein.

SECTION 2: Ordinance Amendment. Section 2-1.02 Compensation of Councilmembers is hereby repealed and replaced in its entirety as follows:

Each member of the Town Council shall receive compensation of Nine Hundred Fifty and no/100ths Dollars ($950.00) per month in accordance with California Government Code Section 36516.

SECTION 3: Severability. The Town Council hereby declares every section, paragraph, sentence, clause, and phrase is severable. If any section, paragraph, sentence, clause or phrase of these ordinance amendments are for any reason found to be invalid or unconstitutional, such invalidity, or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, sentences, clauses or phrases.

SECTION 4: Effective Date. This Ordinance Amendment shall go into effect thirty (30) days from its adoption. Prior to the expiration of fifteen (15) days of adoption, this Ordinance Amendment or a summary thereof pursuant to Government Code Section 36933, shall be published at least once in a newspaper of general circulation, along with the names of the members of the Town Council voting for and against its adoption.

THE FOREGOING ORDINANCE was introduced at a regular meeting of the San Anselmo Town Council on October 28, 2025 and was adopted at a regulation meeting of the San Anselmo Council on _____ by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:
RECUSED:

APPROVED:_____
Tarrell Kullaway, Mayor

ATTEST:_____
Serge Avila, Town Clerk

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.8

MEETING DATE: November 10th, 2025

AGENDA TITLE: Town Hall Flood Horn Update

FROM: Sean Condry

RECOMMENDATION:

That Council acknowledge and file the flood horn testing protocol (to modify horn schedule and frequency and incorporate an electronic sensor to allow silent system feeds).

BACKGROUND:

The Town's flood horn, located in the Town Hall tower, was originally installed in 1944 and reinstated after the major January 1982 flood event. Its main purpose is to alert residents to an imminent or ongoing flood so that residents can take immediate protective action. The horn is audible from areas subject to flooding and is tested weekly to ensure its performance during an actual emergency. When flooding is imminent, Town staff will sound the horn with 5 blasts, a pause, 5 blasts, a pause and 5 blasts.

DISCUSSION/ANALYSIS

Residents and merchants have shared that the flood horn is disruptive and have asked that the Town consider adjusting the frequency of the testing. Regular testing of the flood horn is essential to confirm the horn is operational, audible, and to keep the public familiar with what the horn sounds like and what it means. The current audible test occurs weekly on Fridays at 12pm.

Public Works staff is ready to install mechanical updates and an electronic sensor that will allow for silent system checks three times per month, which will reduce the full sound test to once per month (instead of once per week). Additionally, staff plans to distribute a survey to residents and local merchants to gather input on their preferred day and time for a monthly flood horn test. The new system should be up and running by the end of November.

FISCAL IMPACT:

Flood horn changes should cost less than $5,000 and will come from the Building Maintenance Fund.

GENERAL PLAN CONSISTENCY:

Safety Element: Policy S-1.7: Ensure Town staff is adequately trained to implement state and local regulations designed to avoid loss of life, injury, and property damage from natural disasters.
Safety Element: Action S-1.7a: Annually review hazard mitigation goals, objectives, and strategies to evaluate progress.

CEQA CONSISTENCY:

The Town finds this project to be categorically exempt from the requirement to prepare environmental documents under the CEQA pursuant to CEQA Guidelines Section 15301, Class 1, as it involves the maintenance and minor alteration of an existing facility with negligible or no expansion of use.

STAFF REPORT

TOWN OF SAN ANSELMO Item #: 2.9

MEETING DATE: November 10, 2025

AGENDA TITLE: Adaptive Traffic Signal Improvement Project

FROM: Scott Schneider, Assistant Public Works Director

RECOMMENDATION: That the Town Council authorize the Town Manager to:

1) Execute a Professional Services Agreement with Parametrix for review of traffic signal changes
2) Execute a construction contract with DC Electric for installation of cameras and conductors
3) Execute a construction contract with Roundabout Technologies for installation of adaptive traffic signal controllers at ten intersections in San Anselmo and one intersection in Fairfax, and
4) Find the project categorically exempt from the California Environmental Quality Act pursuant to 14 Cal. Code Regs. § 15306.

BACKGROUND

In August 2025, the Town initiated a pilot project to implement adaptive traffic signal control technology at the Sir Francis Drake Boulevard(SFD)/Red Hill Avenue/Center Boulevard intersection (the Hub). The system was subsequently expanded to the SFD/Bank Street intersection. The pilot demonstrated measurable success, including up to 25% reduction in vehicle wait times at the Hub and elimination of the ‘wasted green’ phase for northbound traffic at Bank Street.

The system, developed by Roundabout Technologies, utilizes artificial intelligence (AI) and machine learning to analyze live video streams. It detects road users - vehicles, buses, pedestrians, cyclists - in real time, recommends optimal signal changes, and communicates with the existing traffic signal controller to adjust timing dynamically.

The Roundabout Technology system does not alter parameters such as yellow light duration, minimum/maximum green times, or any Manual on Uniform Traffic Control Devices (MUTCD)-required logic that prevents conflicting signals.

Following the pilot's success, the Town applied for a Transportation Authority of Marin (TAM) grant. TAM awarded $250,000 in Measure AA Category 2.4 funds to support expansion of the adaptive signal system at ten intersections in San Anselmo and one intersection in Fairfax:

SFD/Bolinas Avenue
SFD/Ross Avenue/Barber Avenue
SFD/Tunstead Avenue
Red Hill Avenue/Sequoia Drive
SFD/Bella Vista Avenue/Red Hill Shopping Center
SFD/San Francisco Blvd/Tamal Ave
SFD/Aspen Court
SFD/Broadmoor Avenue/Sierra Avenue
SFD/Butterfield Road
SFD/Suffield Avenue/Kent Ave

SFD/Willow Avene/Pastori Avenue in Fairfax

Each installation includes a small processing unit (the "Brain") housed in the existing signal cabinet. Inputs from new cameras (two to four per intersection) are routed to the Brain via CAT5 cables. A cellular LTE connection enables coordination between intersections for optimal corridor-wide signal timing.

DISCUSSION/ANALYSIS

The project involves the following scope of work:

Task	Responsible Party
Install new cameras to monitor oncoming traffic	DC Electric
Pull new conductors between cameras and signal controllers	DC Electric
Install the 'Brain' adaptive control unit in existing signal cabinets	Roundabout Technologies
Review programming and verify MUTCD compliance	Parametrix

Installation and testing are expected to take four to six months. Before activating the adaptive system at each intersection, 'before' traffic data will be collected for several weeks to enable performance comparison.

The TAM grant covers purchase and installation of cameras and conductors, installation of the 'Brain' hardware and LTE connectivity, and one year of software licensing, 24/7 system monitoring, technical support, and software updates.

Staff has discussed the project with the Town of Fairfax staff, and will continue to collaborate with the Town of Fairfax to develop an agreement covering installation of the cameras, conductors, and hardware at the SFD/Willow Avenue/Pastori Avenue

intersection. The Town of Fairfax will need to enter into a separate contract with Roundabout Technologies for annual software licensing, monitoring and cellular connectivity services.

TRANSIT

The adaptive signal technology is being trained to recognize public buses and adjust timing to improve transit performance. For example, when a bus is approaching an intersection, the system can extend the green phase or minimize red time by giving greater weight to the bus compared with other vehicles. This capability supports transit signal priority and contributes to more reliable and efficient bus operations along the Sir Francis Drake and Red Hill Avenue corridors.

SAFETY

The adaptive signal system enhances intersection safety by detecting pedestrians, cyclists and vehicles in real time. When a pedestrian activates the crosswalk button, the system ensures compliance with MUTCD-required minimum crossing times.

If a pedestrian or cyclist does not press the push button, the system can still detect their presence in the crosswalk and automatically extend the green phase until they have safely cleared the conflict zone. This feature reduces the potential for vehicle-pedestrian conflicts and improves visibility and protection for vulnerable road users.

SECURITY

The system is designed with multiple layers of security and privacy protection. It does not record, store or transmit any personal identifiable images, such as faces or license plates.

To protect against unauthorized access, Roundabout Technologies employees several cybersecurity measures.

> The Brain (processing unit) is not connected to the public internet and can only be accessed through a secure VPN using a single-use key.
>
> The Brain’s filesystem is read-only, preventing any modifications to its internal code even if access were attempted.

In the event of a system failure – such as microchip failure - the traffic signal controller automatically reverts to its standard, fixed-time operation using maximum green time for each phase. If the adaptive system were to be removed, technicians can quickly reconnect the existing video detection system and restore the original timing plans. For added resilience, emergency instructions will be placed inside each signal cabinet.

FISCAL IMPACT

The construction and first year of ongoing costs are shown below:

Item	Cost
Cameras (DC Electric)	$52,800
Installation (DC Electric)	$79,200
Roundabout System (Hardware & Setup)	$55,000
Subtotal - Construction	$187,000
Review (Parametrix)	$20,300
Annual Software License, Monitoring & Cellular Service (Roundabout) – San Anselmo Only	$46,000
TOTAL PROJECT COST	**$253,300**

Funding is available in the grant fund (TAM grant of $250,000) and Measure J.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The Town finds this project to be categorically exempt from the requirement for the preparation of environmental documents under the California Environmental Quality Act (CEQA) under CEQA Guidelines Section 15301 Class 1, because it involves modifications to existing traffic signals will not create additional automobile lanes and involves negligible or no expansion of use. (14 Cal. Code Regs. § 15301). None of the exceptions to this Class 1 categorical exemption apply in this instance (14 Cal. Code Regs. § 15300.2). Specifically, successive projects of the same type in the same location will not cause significant cumulative impacts, as there are no successive projects planned at this time. There are no unusual circumstances presented by this project and the project will not result in damage to scenic resources within a designated state scenic highway. Finally, the project will not cause a substantial adverse change in the significance of a historical resource, as no historical resources will be impacted.

The project will reduce idling and vehicle emissions, and will improve multimodal safety. The project is consistent with the Climate Action Plan 2030 Transportation Measures T-2 Bicycling, T-3 Walking and T-8 Traffic System Management and Vehicle Idling.

ATTACHMENTS

Attachment 1- Parametrix Scope and Cost Proposal
Attachment 2 – DC Electric Scope and Cost Proposal
Attachment 3 – Roundabout Technologies Scope and Cost Proposal

Parametrix
let's create tomorrow, together

October 15, 2025

Parametrix No. 474-8968-001

Scott Schneider
Town of San Anselmo
525 San Anselmo Ave.
San Anselmo, CA 94960

Re: Proposal for Traffic Engineering Services to Support Signal System Upgrades (TAM Measure AA Innovation Program)

Dear Scott:

Thank you for contacting Parametrix for your traffic engineering needs. Based on the information provided, this is our understanding of the scope and effort requirements for this project:

> The Town of San Anselmo received a grant from the Transportation Authority of Marin (TAM) to install adaptive traffic signal controllers by Roundabout Technologies at 11 intersections. The Town is enlisting Parametrix as their on-call traffic engineer consultant to review and modify as needed the traffic signal changes proposed by Roundabout Technologies and their algorithm.

The following is a scope of services and cost estimate to provide the review and oversight of the traffic signal phasing and timing changes at 11 intersections.

Scope of Services

Task 01: Traffic Signal Programming Review

Parametrix will review Roundabout Technologies' proposed changes to the traffic signal controller timing worksheets, identify and discuss parameters warranting modifications, and approve implementation if the proposed changes meet national traffic signal timing standards.

Approach

Parametrix will check Roundabout Technologies' proposed adaptive signal equipment placement for their proposed detection zones. We will review Roundabout Technologies' proposed changes to the traffic signal timing worksheet for elements such as minimum and maximum phase times, recall, and extension. We will identify areas needing modifications where needed and discuss with Town and Roundabout Technologies staff. Parametrix staff will provide approval as the engineer of record if the proposed changes meet Federal Highway Administration (FHWA), Federal and State Manual on Uniform Traffic Control Devices (MUTCD / CA MUTCD), and other applicable standards, e.g., National Cooperative Highway Research Program (NCHRP) Report 812, Signal Timing Manual Second Edition. Responsibility for signal operations as controlled by the adaptive signal controller remains with Roundabout Technologies.

Assumptions

This proposal is based on the following assumptions

- Parametrix staff will provide responses to Town requests for review within 48 hours.
- Regular check in meetings will be conducted virtually.

- The cost proposal includes two half days plus travel to inspect traffic signals in person.
- Additional meetings beyond internal coordination between the Town and Roundabout technologies, e.g., Town Council hearings, are subject to additional fees.

Deliverables

Parametrix will provide:

- Email and phone communications.
- Review and markup of traffic signal timing worksheets as modified by Roundabout Technologies at up to 11 intersections.

Fee

The described scope of services will be completed on a time and materials basis in the amount(s) shown below.

Task 01A: Traffic signal programming review, 11 intersections	$14,410
Task 01B: Site visit, two half days	$5,760
Expenses & Travel	$130
Total	**$20,300**

Schedule

Parametrix will complete the above-described scope of services on a mutually agreed upon schedule.

Additional Services

It is understood that any additional services beyond those included in this scope of services shall be authorized in writing by the Client prior to commencement of work. The Client shall reimburse Parametrix for said Additional Services monthly according to the work paccomplished in the preceding month.

If you have any questions or need additional information, please call me at 510-343-6411 or email me at aklee@parametrix.com.

Sincerely,



Andrew Lee
Sr. Consultant

November 3, 2025

Town of San Anselmo
Attn: Scott Schneider
525 San Anselmo Ave
San Anselmo, CA 94960

Job Name: A.I. Video Detection System Installations (Roundabout Technologies)
Job Location: Eleven (11) Intersections, San Anselmo, CA

Dear Scott,

Per your request, we offer to perform the following work based on our standard terms and conditions at the prices shown below.

Scope of Work:

- Furnish and install thirty-three (33) Axis P1468-LE Bullet Cameras and thirty-three (33) Axis T91B47 Pole Mount hardware assemblies on existing traffic signal poles at locations recommended by Roundabout Technologies.
- Furnish and install necessary Cat5e cable to each of the (33) new cameras.
- Mount Roundabout Technologies furnished "Brain" in the existing traffic signal cabinet at each location.
- Disconnect existing detection (loops or video) and assist Roundabout Technologies with programming the 2070E controller (new timing provided by others and approved by Town Staff prior to implementation).
- Test and confirm proper operations prior to departure.

Total Labor, Material & Equipment… $132,000.00 (LS)

Lead time on material is approximately one (1) week and work can begin within fifteen (15) working days from receipt of material and Notice to Proceed from the Town of San Anselmo.
The above pricing is valid for 30 days.
This price assumes conduits are accessible, free of debris, blockages, or breaks and in good working order. Price excludes conduit repair or replacement, TCP, WPCP, Changeable Message Signs, or any bonds/permits/fees.

This offer is hereby accepted on this _____ day of _____, 2025

Town of San Anselmo

By: _____

Title: _____

DC Electric Group, Inc.

Tim Carter

Vice President

Exhibit A

Intersection	Count
Bella Vista	2
San Francisco / Tamal	4
High School	3
Broadmoor	4
Butterfield	2
Kent	3
Willow	2
Tunstead	2
Ross/Barber	4
Bolinas	3
Sequoia	4

AI-Powered Traffic Signal Detection and Optimization System for 11 Intersections in Marin County

To: Town of San Anselmo, California — Attn: Scott Schneider
From: Roundabout Technologies, Inc.
Date:

Objective

Optimize traffic signals in real time to **cut delays** and **improve safety** at the following intersections:

- Sir Francis Drake Blvd & Willow Ave / Pastori Ave
- Sir Francis Drake Blvd & Kent Ave / Suffield Ave
- Sir Francis Drake Blvd & Butterfield Rd
- Sir Francis Drake Blvd & Broadmoor Ave / Sierra Ave
- Sir Francis Drake Blvd & Archie Williams High School Entrance / Aspen Ct
- Sir Francis Drake Blvd & San Francisco Blvd / Tamal Ave
- Sir Francis Drake Blvd & Bella Vista Ave
- Sir Francis Drake Blvd & Tunstead Ave
- Sir Francis Drake Blvd & Ross Ave / Barber Ave
- Sir Francis Drake Blvd & Bolinas Ave
- Red Hill Ave & Sequoia Dr

Scope of Work

Deliverables

- Roundabout Brain in-cabinet hardware unit
- Secure cloud dashboard with live data, including vehicle counts, broken down by time of day with historical data available
- Continuous optimization of traffic intersection via detection inputs to traffic controller; timing-plan change recommendations only when beneficial
- Timely remote support for questions and issues, physical presence during installation
- Clear communication of safety and time saving benefits of the installation after the system is up and running

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Responsibilities

Roundabout shall

- Provide “Deliverables” described above
- Provide specifications for exact camera installation points, required equipment and angles
- Remotely update Roundabout Brain with security updates and performance improvements and monitor for issues
- Provide 24/7 support

Town of San Anselmo shall

- Procure cameras and mounting kits per Roundabout specifications to be provided after an agreement is signed
- Physically install or contract out the installation of cameras and in-cabinet hardware per Roundabout instructions (own staff or contractor)
- Supply necessary cabling and power extenders if necessary (cat5e or cat6) to wire cameras to cabinet
- If timing plan changes are recommended by Roundabout and accepted by San Anselmo, San Anselmo or its contractors will be responsible for signing off on the changes and implementing these changes on the controller
- Pay invoice upon receipt

Draft List of Third Party Camera Equipment

Below is a list of possible third-party camera hardware that may be required to complete the installation. Roundabout Technologies will not procure or bill for this hardware, but we are happy to assist in sourcing it.

It's impossible to provide an accurate estimate of which cameras and mounts will be required to obtain optimal field of view at each intersection without creating a 3D model, which will be the first step Roundabout takes after the execution of this agreement.

We will make the 3D model with an eye for minimizing the cost and complexity of the installation while obtaining an optimal field of view. Below is a list of equipment that might be included in the final system specification.

Description	Item	Estimated Price	Link to information
Four Way Camera	AXIS P3737-PLE Panoramic Camera	$1,500-$1,900	https://www.axis.com/products/axis-p3737-ple
Four Way Camera Pendant Kit	AXIS T94N01D Pendant Kit	$105	https://www.axis.com/products/axis-t94n01d-pendant-kit
Four Way Camera Pendant Pole Mount Kit	Sky Bracket 1.5" Pendant Mount	$250-$500	https://www.skybracket.com/product/pendant-mount-band-stainless/
Bullet Camera	AXIS P1468-LE Bullet Camera	$1,100	https://www.axis.com/products/axis-p1468-le
Bullet Camera Pole Mount	AXIS T91B47 Pole Mount	$95	https://www.axis.com/products/axis-t91b47-pole-mount
1 Gigabit PoE Extender (required for cable runs over 80m)	IEEE 802.3af/at Gigabit Outdoor Power Over Ethernet Extender IP67 Rated (PoE Texas)	$38	https://shop.poetexas.com/collections/extenders/products/gat-poe-extender

Total Estimated Third-Party Hardware Cost Per Intersection **$1,800-$5,000**

Schedule

- **Installation target:** October 2025
- **Optimization window:** First 2-4 weeks post installation will be used to establish a pre-optimization baseline before beginning optimization.

Commercial Terms

Itemized Costs

Cost Center	Qty	Unit Cost	Extended
Roundabout Brain (cabinet hardware)	10	$5,000	**$50,000**
Per year, Roundabout optimization software license, monitoring dashboard, Roundabout Brain warranty and support	10 x 1 yr	$4,000	**$40,000**
LTE Connectivity - $50/month	10 x 1 yr	$600	**$6,000**
Total			**$96,000**

Payment Terms

- Pricing valid for 60 days from proposal date.

After the initial 12 months, software, monitoring, LTE connectivity and support renew automatically for all intersections at **$46,000 for the second year, then rise 5 % each year after that**, unless you cancel in writing at least 30 days before the renewal date.

License & Data Usage

- The Town receives a non-exclusive license to use the system at the intersection.
- Roundabout retains IP rights.
- Data will only be used to improve monitoring and software — no sale to third parties.
- Roundabout will not store data with legible license plates or recognizable faces.

Insurance & Liability

Roundabout will be procure insurance with at least the following limits:

- $2M general liability insurance
- $1M auto liability
- $2M cyber liability
- Workers' compensation as applicable

ACCEPTANCE

By signing below, the Town of San Anselmo authorizes Roundabout to proceed under the terms above.

Name / Title **Date**

Contact

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