



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

Town Council Agenda

Tuesday, April 11, 2023

6:20 PM

Meeting held In-Person and via Zoom:

<https://us02web.zoom.us/j/88140313355>

Or Telephone: +1 669 900 6833 | Webinar ID: 881 4031 3355

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

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

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

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

I. A. Call to Order in the Council Chambers at Town Hall- 525 San Anselmo Avenue, San Anselmo CA 94960- 6:20 PM

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

B.1. Closed Session Held Pursuant to California Government Code Section 54956.9 (d) (1): CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION; Name of case: *In re National Prescription Opiate Litigation*, Northern District of Ohio, Case No. 1:17-MD-2804 (National Opioid litigation involving Teva, Allergan, CVS, Walgreens, and Walmart)

C. PUBLIC COMMENT on Closed Session Items

D. Adjourn to Closed Session

II. Interviews for the Infrastructure and Fiscal Monitoring Committee - 6:30 PM

6:30 PM- Stanley Radtke- Infrastructure and Fiscal Monitoring Committee

6:40 PM- Marie Henrio- Infrastructure and Fiscal Monitoring Committee

6:50 PM- Erik Selvig- Infrastructure and Fiscal Monitoring Committee

[Stanley Radtke - Application with Resume](#)

[Marie Henrio - Application with Resume](#)

[Erik Selvig - Application no Resume](#)

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.

Public Comment

[Public Comment- Reed](#)

[Public Comment- Barham](#)

[Public Comment- Mesurvey](#)

[Public Comment- Notowich](#)

Council requests for future agenda items.

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

1. Consent Agenda:

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

1.1 Approval of the Draft Minutes of the Town Council meeting of March 28, 23-67

2023 Draft Minutes

Approve Minutes

[Staff Report](#)

[Attachment 1- Draft Minutes](#)

1.2 23-64

Report of Warrants Issued, March 2023

That Council acknowledges and file warrant numbers 95582 to 95725 issued during the month of March 2023 and bank draft numbers DFT04197, DFT04306-DFT04307, and DFT04324 in a total amount of \$1,261,915.

[Staff Report](#)

[Attachment 1 - Check Report - March 2023](#)

- 1.3** Adopt a Resolution to Proclaim April 2023 as Fair Housing Month. **23-49**
Adopt a Resolution
[Staff Report](#)
[Attachment 1- Resolution- Fair Housing Month Proclamation](#)
- 1.4** Consider canceling the regular Town Council meetings scheduled for July 11, August 8, November 21 and December 19, 2023. **23-62**
Approve canceling the regular Town Council meetings scheduled for July 11, August 8, November 21 and December 19, 2023.
[Staff Report](#)
- 1.5** Adopt a Resolution Designating the Town Council to Make a Determination of Public Convenience or Necessity for the Issuance of Alcohol Licenses. The item is not subject to CEQA pursuant to Section 15060(c)(3) of the CEQA Guidelines because it does not constitute a “project” **23-48**

Adopt a Resolution
[Peak Staff Report](#)
[Attachment 1- Resolution](#)
[Attachment 2- Letter from the California Department of Alcoholic Beverage Control dated January 23, 2023](#)
[Attachment 3- Sample Public Convenience and Necessity Letter](#)
[Attachment 4- Determination Information Sheet and Application](#)
- 1.6** Adopt an Ordinance Amending the Town’s Single-Use Foodware Regulations and find that Adoption of this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) under CEQA Guidelines sections 15061(b)(3), 15307 and 15308 **23-39**

Adopt the attached Ordinance entitled, “Ordinance of the Town Council of the Town of San Anselmo Amending Title 5 Chapter 10 of the San Anselmo Municipal Code (Single-use Foodware)”.
[Staff Report](#)
[Attachment 1- Draft Ordinance](#)
- 1.7** Consider to approve proclamation for 2023 National Library Week **23-66**

Proclaim April 23-29, 2023, as National Library Week

[Staff Report](#)
[Attachment 1 Proclamation](#)
- 1.8** Authorize the Mayor to sign a letter of opposition to Senate Bill 423 (Wiener) **23-68**
Streamlined housing approvals: multifamily housing developments: SB 35 (Chapter 366, Statutes of 2017) Expansion in accordance with the League of

California Cities Action Alert.

Authorize the Mayor to sign a letter of opposition to Senate Bill 423 (Wiener) Streamlined housing approvals: multifamily housing developments: SB 35 (Chapter 366, Statutes of 2017) Expansion in accordance with the League of California Cities Action Alert.

[Staff Report](#)

[Attachment 1 - Draft Letter of Opposition to SB 423](#)

[Attachment 2 - Full Text of SB 423](#)

2. Public Hearing:

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

- Disclosure of Ex Parte communications (Appeals)
- Staff Presentation
- Town Council Questions
- Applicant/Appellant Presentations – 10 minutes per "team" (Appeals)
- PUBLIC COMMENT – limited to 3 minutes/person
- Appellant/Applicant rebuttals – 5 minutes per "team" (Appeals)
- Town Council discussion/action

2A.

23-52

Introduction and first reading of Amendments to the San Anselmo Municipal Code to [Section 10-3.607](#), Nonconforming uses and improvements, [Section 10-4.206](#), Nonconforming Structures and Exceptions to standards, and add a Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table 4B to allow the repair and/or replacement of foundations for legal nonconforming residential structures. Adoption of the Ordinance and Policy Application memo is exempt from the California Environmental Quality Act (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. The project is also exempt from CEQA Guideline Section 15301 for minor alterations of existing residences involving negligible or no expansion of use beyond that already in existence.

Introduce and waive the first reading of the Ordinance

[Staff Report](#)

[Attachment 1- Ordinance](#)

[Attachment 2- Draft Policy Application Memo of Section 10-3.405, Table 4B, for Foundation Repair and Replacement](#)

[Attachment 3- Planning Commission Resolution 2023-04](#)

[Attachment 4- March 6, 2023 Planning Commission Agenda Item No. 6.A Staff Report and Attachments](#)

[Attachment 5- March 6, 2023 Planning Commission Meeting Minutes Excerpt for Agenda Item 6.A](#)

3. Council Business Items:

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

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

3A

23-63

Amendment of Town Master Fee Schedule to Include Fees for Private Parklets in the Public Right-of-Way. The fees authorized by this Resolution are exempt from the California Environmental Quality Act (CEQA) pursuant to the “common sense” exemption, CEQA Guidelines section 15061(b)(3), because it can be seen with certainty that there is no possibility that the activity authorized herein may have a significant effect on the environment. Additionally, the underlying Parklet Program is categorically exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15301(c), as a minor alteration to existing public or private facilities involving negligible or no expansion of existing use.

That the Town Council adopt the Resolution amending the Town’s Master Fee Schedule to include a Private Parklet Application Fee and a Private Parklet Encroachment User Fee.

[Staff Report](#)

[Attachment 1 - Resolution](#)

[Public Comment- Quinones](#)

3B

23-72

Review and provide feedback on staff’s preliminary fiscal year 2023-2024 Measure J allocation plan. The Council’s discussion of this item is not a “project” under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

That the Town Council review and provide feedback on staff’s preliminary fiscal year 2023-2024 Measure J allocation plan.

[Staff Report](#)

[Attachment 1 - Draft Measure J Allocation Plan 2023.24](#)

[Public Comment- Yanow](#)

[Public Comment- Miles](#)

[Public Comment- Oblites](#)

[Public Comment- Giampaoli](#)

3C

23-65

2023-2025 Work Plan Priorities. Receiving the presentation on the Town’s Work Plan is not a “project” under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

Receive report and provide input at a future meeting.

[Staff Report](#)

[Attachment 1 - Work Plan Priorities 2023-25 - By Dept.docx](#)

[Attachment 2 - Work Plan Priorities 2023-25 - By Category.xlsx](#)

- 3D** Consider to reappoint (3) three incumbents to the Infrastructure and Fiscal Monitoring Committee. The proposed decision 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 negative effect on the environment. (Cal. Code Regs. tit. 14, § 15061).

Consider to reappoint

[Staff Report](#)

[Attachment 1- Stanley Radtke- Application with Resume](#)

[Attachment 2- Marie Henrio- Application with Resume](#)

[Attachment 3- Erik Selvig- Application no Resume](#)

[Attachment 4 -Board and Commission Status Report](#)

Adjourn

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

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

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

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

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

Staff

David Donery, Town Manager

Linda Kenton, Assistant Town Manager / Town Librarian

Megan Holt Acevedo, City Attorney

Serge Avila, Town Clerk

Heidi Scoble, Planning Director

Sean Condry, Public Works Director

Dannielle Mauk, Community Services Director

Mike Norton, Chief of Police

Jason Weber, 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.

Print

Boards, Committees and Commissions Application - Submission #1806

Date Submitted: 2/28/2023

TOWN OF SAN ANSELMO

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

To: San Anselmo Town Council

Date*

02/28/2023

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

Finance Advisory Committee

Name*

Stanley Radtke

Home Address*

64 Angela Ave

Occupation*

Attorney

Employer's Address

2450 Washington Ave., Ste. 170

Home Phone*

4152584561

Work Phone

5108638058

Cell Phone

E-Mail*

stan@radtkelaw.com

Number of years as resident of San Anselmo*

15

Number of years as a resident in Marin*

15

Education Level Achieved*

Graduate Degree (Major)

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

1.) Name*

Jonathan Braun

1.) Phone*

415-459-6973

2.) Name*

Brian Colbert

2.) Phone*

415-938-6852

3.) Name*

Richurd Somers

3.) Phone*

415-459-0673

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- ☒ YES
☐ NO

I would be available to attend additional meetings when they are necessary.*

- ☒ YES
☐ NO

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

- ☒ YES
☐ NO

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

- ☒ YES
☐ NO

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

Co-chair of the San Anselmo Open Space Committee, committee member of the Financial Advisory Committee

Reasons for this appointment.*

I am committed to the maintenance of the financial solvency of the town

What are your qualifications for this appointment.*

I am served on this Board since its inception and I have the skills and knowledge to continue serving the town in this capacity

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

Unfunded pension liabilities, a potential economic slowdown reducing the incoming funding

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

☒ YES

☐ NO

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

None

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

Stanley_Radtke_DOJ__Resume.pdf

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

CURRICULUM VITAE

Stanley Dale Radtke, Esq. (SBN 253011)

64 Angela Avenue
San Anselmo, CA 94960
(650) 219-4692
stan@radtkelaw.com

EDUCATION

University of San Francisco School of Law, San Francisco, CA

Juris Doctor, May 2007

- CALI Award for excellence in - *Legal Ethics*, Summer 2005
- Finalist in Advocate of the Year Moot Court Competition, Fall 2005
- Environmental Law Society, Co-Chair, 2006 - 2007
- Survey Article Writer, *Maritime Law Journal*, 2006-07

San Francisco State University, San Francisco, CA

Bachelor of Arts in Technical and Professional Writing, *magna cum laude*, January 2002

LEGAL EXPERIENCE

Stanley Radtke Attorney at Law, San Leandro, CA

2012 - present

Attorney at Law

- Litigated cases in criminal defense, immigration, deportation defense, asylum applications, and representation before USCIS.
- Represented and argued immigration matter before the Board of Immigration Appeals (BIA), the Administrative Appeals Office (AAO), and the Ninth Circuit Court of Appeals.
- My law review article was cited by the Ninth Circuit Court of Appeal in *Henriquez-Rivas v. Holder*, 707 F.3d 1081, *en banc*, (9th Cir. 2013).

Mira Law Group, APC, San Leandro CA

2012 – present

Of Counsel

- Litigated cases involving criminal defense, criminal post-conviction relief, removal defense, asylum applications, and representation before USCIS, AAO, BIA, and the Ninth Circuit Court of Appeals.
- Responsible for the training of new associate attorneys with the law office.

Second District Appellate Program, Los Angeles, CA

2011 - present

Panel Attorney

- Researched and briefed indigent criminal appeals to the Second District Court of Appeals under appointment from California Appellate Project – Los Angeles, including appearing for Oral Arguments before the Court.

First District Appellate Project, San Francisco, CA

2010 - present

Panel Attorney

- Researched and briefed indigent criminal appeals to the First District Court of Appeals under appointment from FDAP, including appearing for Oral Arguments before the Court.

CURRICULUM VITAE

Law Office of Haitham Edward Ballout, Burlingame, CA 2005 - 2012
Associate Attorney

- Litigated cases in immigration, deportation defense, personal injury, wrongful death, medical malpractice, and workplace harassment claims.
- Drafted and filed several petitions for certiorari to the U.S. Supreme Court.

U.S. District Court, Northern District of CA, Oakland, CA Fall 2006
Judicial Extern for the Honorable Sandra Armstrong

- Researched motions and prepared bench memos on issues of bankruptcy, habeas corpus, Title VII, Social Security Appeals, and Federal Civil Rights.
- Drafted proposed Orders on Procedural Motions, Rule 16(b) Motions to Dismiss, Change of Venue, and Class Certification Issues.

Alameda County Public Defenders Office, Oakland, CA Summer 2006
Certified Law Clerk

- Conduct client interviews, assisting in preparation for their hearings.
- Argued 1538.5 Motions to Suppress and examined witnesses.

ADDITIONAL EXPERIENCE

United Airlines, San Francisco International Airport 1987 – 2004
Designated Station Trainer – Aviation Maintenance Technician

- Led classroom-training sessions in various software applications.
- Provided OJT instruction for the repair and maintenance of aircraft and components.
- Developed training curriculum for new lead mechanics in engine repair.

PUBLICATIONS

Journal of Law and Social Challenges: *Defining a Core Zone of Protection in Asylum Law: Refocusing the Analysis of Membership in a Particular Social Group to Utilize Both the Social Visibility and Group Immutability Component Approaches*, 10 J. L. & SOC. CHALLENGES 22 (2008).

Urban Action: *Crissy Field: A Story of an Urban Wetland Restoration Success*, Published by San Francisco State University Press, 1998.

PUBLISHED DECISIONS

People v. Mount (2021) 66 Cal.App.5th 599

People v. Escareno (2021) 64 Cal.App.5th 595

People v. Morales (2018) 25 Cal.App.5th 502

CIVIC VOLUNTEER ACTIVITIES

San Anselmo Open Space Committee 2007 - present
Co-Chair

San Anselmo Financial Advisory Committee 2021 – present
Member of committee task with reviewing the Town's finances, budget, resource allocations and expenditures, and to make recommendations to the Town Council regarding matters affecting the Town's financial position.

Print

Boards, Committees and Commissions Application - Submission #1829

Date Submitted: 3/26/2023

TOWN OF SAN ANSELMO

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

To: San Anselmo Town Council

Date*

03/26/2023

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

Infrastructure and Fiscal Monitoring Committee

Name*

MARIE HENRIO

Home Address*

8 SUNNY DRIVE

Occupation*

CHIEF BUSINESS OFFICIAL

Employer's Address

MILLER CREEK SCHOOL DISTRICT - 380 ALBION WAY, SAN RAFAEL CA 94903

Home Phone*

4155956432

Work Phone

Cell Phone

E-Mail*

MARIE_HENRIO@HOTMAIL.COM

Number of years as resident of San Anselmo*

20

Number of years as a resident in Marin*

20

Education Level Achieved*

Graduate Degree (Major)

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

1.) Name*

KELSEY FERNANDEZ

1.) Phone*

415-250-7599

2.) Name*

TIFFANY MC ELROY

2.) Phone*

646-247-4512

3.) Name*

PAUL FOXX

3.) Phone*

415-519-6690

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

☒ YES

☐ NO

I would be available to attend additional meetings when they are necessary.*

☒ YES

☐ NO

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

☒ YES

☐ NO

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

☒ YES

☐ NO

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

- Chair of San Anselmo Financial Advisory Committee for the past 3 years
- Volunteered for and championed the creation of a San Anselmo Finance FAQ meant to address the most common asked questions from our town residents regarding the finances of our town
- Volunteered during the November 2022 election campaign for San Anselmo Measure J (Transactions and Use Tax)
- Trustee of Ross Valley School District from December 2020 to January 2023
- Currently employed as Chief Business Official at Miller Creek School District

Reasons for this appointment.*

I care about and understand the various components of the town budget. I am aware of the general struggles we are facing: increasing pension costs, volatility of certain revenue sources to name a few. I do believe I have been and can continue to be a good thought partner regarding our financial needs and how to resolve them. I am known for questioning the status quo, thinking out of the box and for promoting transparency of finances and the decision-making processes. I am not coming from a position of having all the answers, but rather from a place of curiosity and willingness to learn – together – to support the Town Manager, the Public Works Director and the Finance & Administrative Services team with some more brainpower and new ideas.

What are your qualifications for this appointment.*

I have a Master Degree in BA/Finance, I have a strong fiscal background, mainly from years of experience in the corporate sector, and most recently in public education. Some of the challenges the town is facing are fairly similar to what I am dealing with in my current job:

- Balance short term and long term needs with resources that are both restricted and unrestricted.
- Navigate the needs of multiple departments, the appetite of various special interest groups and the overall long-term finance health of the town.

I have been involved in the Finance Advisory committee for the last 3 years (and advocated for the merge of that committee with the Capital Monitoring Committee), I have enjoyed the work and believe this is the right avenue for me to make a difference and keep contributing my fair share to San Anselmo.

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

- As a parent, I care about the maintenance and improvement of all our parks and recreation facilities including: Isabel Cook, Robson – how do they serve our community today, and how will they tomorrow?
- As a commuter, I am interested in hearing about solutions to fix the traffic nightmare at Red Hill. Whatever design is chosen will involve a myriad of grants, local, county and state funding that we should probably start scouting early.

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

- ☒ YES
- ☐ NO

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

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.
Marie Henrio Resume Spring 2023.pdf

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

SUMMARY

Multifaceted energetic business leader bringing a unique balance of big picture strategic thinking and hands-on experience. Dedicated member of the school community, fervent advocate of public education and strongly committed to support educators in their journey to advance the educational outcomes of all students.

Progressive career developing 25 years of expertise in:

- | | | |
|--------------------------|-----------------------------------|------------------------|
| • Budget development | • Cash flow projections | • Team building |
| • Financial reporting | • Audit and internal controls | • Data analysis |
| • Financial modeling | • Business processes optimization | • Data visualization |
| • Accounting supervision | • Strategic planning | • Public presentations |

PROFESSIONAL EXPERIENCE

MILLER CREEK SCHOOL DISTRICT, CA Chief Business Official

Current

Responsible for the organization and administration of the financial and business affairs of the District: fiscal, maintenance & operations, enrollment, nutrition and transportation.

- Ensures the accuracy of financial accounting and reporting as required by state and federal code regulations and District policy
- Develops systems to monitor and analyze critical financial information so as to ensure the district's fiscal integrity
- Organizes, supervises, trains and evaluates business department personnel in all areas of their work
- Assists the Superintendent with the determination of staffing, maintenance, and operational needs of the District
- Serves as a member of the negotiating team

SAN RAFAEL CITY SCHOOLS, CA Director Fiscal Services

2021 – 2022

Organize and supervise the work of the Fiscal Services team (8 members) serving SRCS which is one of the few California school districts made of two separate districts (one State funded, the other one Community funded).

Specific achievements include:

- Collaborated with Human Resources to correct position control records (650 employees, 1,000 positions) for payroll processing and for use in budget development. Reviewed and eliminated 1,200 dormant/duplicated positions that were rolling year after year for at least a decade and had contributed to budgeting errors and endless reconciliations.
- Developed a Fair Share model to use during salary negotiations, establishing trust between the business office and our labor partners. Was recognized as a key player in this successful endeavor that started 3 years ago.
- Designed and implemented a change of accounting practice related to the recording of payroll expenses for the 65 employees working for both districts. This resulted in addressing some non-compliant findings identified during a CALPERS audit and eliminated the accounting errors (no encumbrance of benefits) left unattended for a couple of years.
- Prepared new set of visuals to present financial reports to the board and other committees' meetings, creating a handful of impactful and visually compelling slides and moving away from a long series of static pie charts.

Data Analyst & Coordinator, Education Services

2017 - 2020

- Established myself as a data steward for the District, ensuring we operate with the highest standards regarding data accuracy, consistency and integrity.
- Leveraged student information (demographics, tests results, transcripts, attendance, etc.) to demonstrate and increase awareness around achievement gaps, patterns to success, and other analysis that influence our educational strategies.
- Prepared complex reports for broad dissemination, using a variety of statistical methods and presenting narrative summaries supported by appealing visuals, including various engaging presentations to the Board of Trustees.
- Coordinated timely electronic student records submission for CDE accountability (CALPADS, CBEDS).

Data Analytics Work History

2010 - 2017

- Built an Enterprise Customer Insights team chartered to design innovative analyses to measure the various components of the end-to-end customer experience. AUTODESK, CA
Customer Insights and Business Analytics Senior Manager
- Implemented quarterly satisfaction survey in 12 languages which provided executive leadership with visibility to compare customer loyalty across all market segments.
- Rolled out a wide range of methodologies that led to the team establishing itself as the go-to internal consultant group for all quantitative customer research projects. MARIE HENRIO CONSULTING, CA
Independent Consultant for:
Salesforce,
United Capital Financial Advisers
- Managed data enhancement roadmap and lead a series of Business Intelligence projects around customer retention and segmentation of the various markets.

Finance Work History

1994 – 2009

- Established a reputation as a high integrity finance partner, with a focus in improving financial control and reporting transparency. AUTODESK, CA
Finance Business Partner
Internal Audit Manager
- Provided enthusiastic direction and training of staff resulting in team members growing into new roles and being promoted.
- Identified and implemented process improvement opportunities to refine and speed-up the month-end close processing cycle. DISCREET LOGIC, Paris
Finance and Ops Manager
- Worked with department leaders to summarize their individual operational budget requirements, while identifying cost saving opportunities to establish optimal budgets. AFFICHE EUROPE, Paris
Finance Manager
- Developed financial model to facilitate Customer Service headcount planning (250 agents) during a business restructuring. This model was used to save 20 positions and to promote a global organization. COOPERS & LYBRAND, Paris
Financial Auditor
- Performed business risk assessments and internal audits.

EDUCATION

- USC Rossier School Business Management Program Certificate
June 2022
- MBA, ESCP Europe, Paris

Languages: French, Spanish

COMMUNITY INVOLVEMENT

- Finance Advisory Committee to the Town of San Anselmo: Current Chair.
- Ross Valley Schools District: Past Trustee.
- RVSD YES Foundation, Wade Thomas PTA: Past Treasurer.
- Marin Youth Center, "The MYC". (Teen program lead by Bay Area Community Resources). Past member of the Advisory Board.

Print

Boards, Committees and Commissions Application - Submission #1832

Date Submitted: 3/29/2023

TOWN OF SAN ANSELMO

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

To: San Anselmo Town Council

Date*

3/29/23

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

Infrastructure and Fiscal Monitoring Committee

Name*

Erik Selvig

Home Address*

40 Santa Barbara Ave

Occupation*

Project Manager

Employer's Address

Home Phone*

4159026723

Work Phone

415-902-6723

Cell Phone

415-902-6723

E-Mail*

erik.selvig@comcast.net

Number of years as resident of San Anselmo*

32

Number of years as a resident in Marin*

55

Education Level Achieved*

Graduate Degree (Major)

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

1.) Name*

Jennifer Selvig

1.) Phone*

415-336-7167

2.) Name*

Diane Taylor

2.) Phone*

415-686-2556

3.) Name*

Rolf Selvig

3.) Phone*

415-407-8530

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

☒ YES

☐ NO

I would be available to attend additional meetings when they are necessary.*

☒ YES

☐ NO

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

☒ YES

☐ NO

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

☒ YES

☐ NO

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

I have previously served on the Measure G, Capital Project and Financial Monitoring Committees for the Town plus currently serve on the GG Ferry Passenger Advisory Committee and previously served on the RVSD Safe Routes to Schools committee

Reasons for this appointment.*

Would like to continue to be involved with the town on the newly formed Infrastructure & Fiscal Advisory Committee.

What are your qualifications for this appointment.*

I have been responsible for the creation and adherence to annual multimillion dollar global budgets for the last 20 years in an executive role leading facilities, real estate & workplace orgs in the tech industry.

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

Quality of Life for our residence, Safety, Security & Fiscal Responsibility / Efficient Use of Town Resources

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

- ☐ YES
☒ NO

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

None

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

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

From: [Rob Reed](#)
To: [Town Council](#); [Dave Donery](#)
Subject: safe bicycle passage through Memorial Park
Date: Monday, April 10, 2023 10:56:15 AM

CAUTION: External Sender

To the Town Council and David Donery,

Over the past six or seven years as my daughters have grown from toddlers to elementary-aged children, we have used the gracious setting and paved pathways of Memorial Park to get to the play structures and Red Hill Shopping Center.

Because we live up a hill off of Camino De Herrera, the Memorial Park passage is the route of choice when going from home to Red Hill and back. The only other alternative is crossing SFD twice or riding a cargo bike carrying two kids on the narrow sidewalk in front of the Isabel Cook Center.

In October of last year, I retro-fitted an electric motor to my 12 year old Yuba cargo bike so that I can get the kids back up the hill to my house without perhaps triggering a call to my cardiologist. It has been a godsend, that motor, and keeps me out of a car on Butterfield and the Hub at the busiest times of the traffic day.

Saturday, when transitioning from the Memorial Park play structures to get some Swirl Frozen Yogurt, my girls wanted to walk, so I coasted along side of them while we walked down the empty pavement path from the north baseball dugout to the exit near the frozen yogurt place. Coasting on a yuba cargo bike, whether it as a motor or not, is actually a lot easier and safer than walking along side of it, and is a much smaller footprint width-wise on multi use trails.

At the end of the path I saw Cadet K. Reyes watching me as I coasted at a 5-year old's walking pace, and I was kind of happy to see him there because I know the teenagers on Super 73's had been zipping around unsafely around the park for some time (my daughter also takes the gymnastics class from Juan, and I would watch them from the skatepark earlier this year while she was in the gymnasium).

Imagine my surprise when he gave me a citation for riding an e-bike in the park! The signage is clear and posted everywhere, but what stood out to me when I saw the signs for the first time yesterday was the red lettering that said "no e-bikes on the ballfields". New grass - that made sense to me; I did not carefully parse the rest of the language, while in the park, to understand that even coasting at slow walking speed on a bike that had a motor recently attached is, in fact, an ordinance violation.

Cadet Reyes said something to the effect of "since I saw you ride an ebike, I have to give you a citation". The law is clear, as was his complete lack of judgement in that context. It was clear to me that he was told to go ticket people, not because he wanted to or because it made sense, but because someone had to show evidence of active policing, whether the policing itself made sense in the specific situation or not. After giving me the citation, he drove off about ten minutes later, perhaps having gotten the evidence needed.

I will likely consult legal counsel on this, because the law does not appear to have the support

of the Town Council (I could be wrong on that, however), and strict adherence to the law will actually put families who use e-bikes to reduce traffic in MORE dangerous situations by forcing them to sidewalk next to the busy Sir Francis Drake. On my way home, a teenager at the bus stop actually had to move his feet so that I was not forced out into SFD traffic on the way home. By this time Officer Reyes had gone, and I could have ridden back through the park, but chose to obey the law, which still has me shaking my head.

For context, in the last ten years, I have biked more than 40,000 miles and logged roughly 4,000 hours on the roads and trails of Marin. I have coached hundreds of high school students for the local mountain bike team and volunteered for the Marin County Bicycle Coalition. I learned pragmatic road and trail safety from Otis Guy, a retired firefighter and EMT. In those 40,000 miles and 4,000 hours I have been fortunate to not have any accidents, caused any collisions, nor received any traffic violations while on a bike. The last time I was in Council Chambers was to watch the high school team get recognized by the council for a state championship win, about six years ago. Bicycle advocacy and safety are my absolute first reflex any time I am on a bike, and especially when children are involved.

Armed and uniformed authority figures, in front of small children, giving out citations for behavior which is clearly safe while backing up their response with "I have to do this because I saw it" is a slippery slope - laws are essential to a functioning society, but in-the-moment judgement of those we trust to keep our communities safe is far more important for building citizen trust. We can do better than that as a town and a society. Please tell Officer Reyes that a simple "hey, did you understand the ordinance as it was written on the sign?" would do far more to build trust than the behavior he exhibited.

Your ordinance closes off a vital, safe passage for countless non-cars and increases the chances that law-abiding citizens will be seriously injured or killed by pushing them onto a sidewalk along SFD. If you disagree, I invite you to try walking my cargo bike while it is holding two children, for four hundred yards. The only infraction was the existence the motor, which still makes me smile and shake my head in disbelief.

If you have any questions, I would be happy to answer them. In closing, the work you do on balancing the needs of this small community is one of the reasons I love living here so much; thank you for that.

Rob Reed
San Anselmo resident

From: [Rick Barham](#)
To: [Town Council](#)
Subject: Stop plaza demo
Date: Saturday, April 8, 2023 5:18:39 PM

CAUTION: External Sender

Please think about the money waste if you demolish the plaza. Don't do it

Rick Barham
Cell, 415-517-2251
Desk, 415-230-2701

From: [Walt Meservey](#)
To: [Town Council](#)
Subject: Citation for riding e-bike on paved, multi-use path between Memorial Park and Sunnyside Avenue
Date: Monday, April 10, 2023 2:06:48 PM

CAUTION: External Sender

Dear Town Council members,

I am a bicyclist and San Anselmo property owner who has lived in the same house since 1978. I'm now retired and, upon my retirement several years ago, I purchased an electric bike and use it for most of my local errands.

On Saturday, March 25, I attempted to ride my e-bike from my house in the Sorich Park neighborhood through Memorial Park to the Red Hill Shopping Center. I said hello to an officer that I passed on the paved multi-use path between the Memorial Park parking lot and Sunnyside Road. He asked me if I was riding an e-bike. I answered in the affirmative, and he ordered me to stop and cited me for riding the bike in the park. I protested that I didn't know about the new rule. He responded by stating that the rule was in place but had not been enforced until now. I protested, that, although there were signs up prohibiting bike or e-bike riding in the playing fields, there was no signage visible (on either end of the pathway) ordering that e-bikes be walked on that pathway. The officer ignored this and wrote up my citation. As I walked my e-bike to his patrol car, I looked around and verified that there was in fact no signage of the new (or newly-enforced) rule.

I was upset at this because I would have walked my e-bike had I known, there were no signs present displaying the new rule (they appeared five or six days later), and (given my ignorance and the lack of signage), I felt that I should have been given a warning that a new rule was in effect rather than a citation. Perhaps the officer assumed that I was riding a motorized vehicle in a place where they are not permitted. My understanding, however, is that, according to the California Vehicle Code, Class 1, 2, and 3 e-bikes are considered to be bicycles rather than motorized vehicles.

Other people have told me that there was some kind of earlier accident in Memorial Park involving a teenager riding an e-bike, and that the new rule was an emergency reaction to that event. To this I would reply that the new rule seriously inconveniences e-bike riders who are older, riding with children, and/or disabled. I think that a better legal remedy might be to simply impose a reduced speed limit on ALL bicycles and e-bikes on that paved, multi-use path—perhaps similar to what the town of Mill Valley has done on the Mill Valley bike path.

Sincerely,

Walter Meservey
241 Los Angeles Blvd.
San Anselmo, CA 94960

From: [Lee Notowich](#)
To: [Town Council](#)
Subject: Gene Ng - appointment to the Marin County Commission on Aging (MCCoA)
Date: Tuesday, April 11, 2023 5:22:16 PM

CAUTION: External Sender

Dear San Anselmo Town Councilmembers,

I am emailing you today in support of reappointing Gene Ng to represent The Town of San Anselmo for another term of the **Marin County Commission on Aging (MCCoA)**. Gene represents the Town well and has been slated for more leadership involvement of the MCCoA. Gene was appointed 2/22. The current term he is fulfilling concludes 6/23.

Please consider reappointing Gene Ng for another full term to represent San Anselmo on The MCCoA. He is an excellent Commissioner and his voice is needed and appreciated on The Commission.

Thank you for all your work in the community!

Best regards,

-Lee Notowich
District 2 Commissioner MCCoA



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.1

MEETING DATE: April 11, 2023

AGENDA TITLE: Approval of the Draft Minutes of the Town Council Meeting of March 28, 2023

FROM: Serge Avila, Chief Town Clerk

RECOMMENDATION: For Council to consider the approval of the Draft Minutes of the Town Council meeting of March 28, 2023.

ATTACHMENT:

Attachment 1- March 28, 2023 Draft Minutes

San Anselmo Council Minutes
Regular Meeting
Town Council Chambers and Via teleconference
Tuesday, March 28, 2023

Four Councilmembers conducted interviews starting at 6:30PM

Councilmember Colbert arrived at 6:54PM

1.0 Interviews with (2) Applicants for the Economic Development Committee- Benedetto Cico, Rebecca Bugas, and (1) Applicant for the Parks and Recreation Commission- Ivy Tzur.

Mayor Burdo called the Regular Meeting to order at 7:00 p.m.

Call to Order: Optional Pledge of Allegiance

COUNCILMEMBERS PRESENT:

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

STAFF MEMBERS PRESENT:

Dave Donery, Town Manager
Megan Acevedo, Town Attorney
Sean Condry, Public Works Director
Serge Avila, Town Clerk
Jeff Zuba, Finance Director
Danielle Mauk, Recreation Director
Maddie O'Grady, Recreation Coordinator
Sean Youra, Climate Action Coordinator

Open Time for Public Expression

Ms. Sue Saunders discussed the funding and tax credits available to electrify homes through the Inflation Reduction Act and other forms of rebates. These apply to gas water heaters, panel upgrades, and other items.

Doug Ryan, Ross, asked the Council to be more transparent with respect to flood control issues.

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

Mayor Burdo stated he attended the reopening of Memorial Park which included opening day for Softball and Little League; a Special Meeting of the Central Marin Police Authority (CMPA) Board; the Yellow Bus JEPA meeting; the Parks and Recreation Commission meeting; the Longway Block Party; the Annual Elected Women's Luncheon sponsored by the Marin Women's Political Action Committee.

Vice Mayor Burke reported she attended the opening of Memorial Park and was honored to hold

one end of the giant scissors; stated she would love to be involved with the ebike situation; would like to see a mini hoop installed somewhere in Town.

Councilmember Kullaway reported she attended the CMPA Special Meeting; the Economic Development Committee meeting; the Climate Action Commission (CAC) meeting; was opposed to the prohibition of different types of ebikes at Memorial Park.

Councilmember Fineman reported she attended the Marin Clean Energy (MCE) Board of Directors meeting; the Marin Wildfire Prevention Authority (MWPA) meeting; the Marin County Council of Mayors and Councilmembers (MCCMC) Climate Action Commission meeting; the Town of San Anselmo CAC meeting; the Women's History Month Event at Wade Thomas School; met with the Goat Grazing Subcommittee of the Open Space Commission; observed ebike enforcement at Memorial Park and asked staff for some data regarding the number of tickets, demographics, etc.

Councilmember Colbert reported he attended the opening of Memorial Park; the Longway Event; the Yellow Bus meeting; the Transportation Authority of Marin (TAM) meeting; was appointed to the State Route 37 Policy Committee; spoke to the 8th grade class of the Marin Country Day School and covered a variety of topics.

Town Manager Donery stated staff has scheduled a Community Forum for April 22nd regarding youth related issues including ebikes. He discussed the enforcement of the "No motorized vehicles" policy after some issues that were encountered during opening day. Staff plans to take a look at the rules pertaining to Memorial Park and other parks in Town.

Public Works Director Condry gave an update on the slide at Redwood Road. He displayed a photograph depicting the growing offset of the road and discussed the emergency repairs that will occur over the next few weeks. He reported that a number of trees have come down during the storms and an assessment will be made of some of the older Oak trees in Town.

Special Presentation

Mayor's Proclamation Recognizing March as the American Red Cross Month

Mayor Burdo read the Proclamation.

Ms. Lois Roth, Co-Chair of the Marin County Red Cross, thanked the Council for the recognition.

1. Consent Agenda

- 1.1 Approve the Draft Minutes of the Town Council Meeting- March 14, 2023
- 1.2 Special Event Application: Friends of Robson Spring Fundraiser 2023
- 1.3 Special Event Application: Chamber of Commerce Sip 'n Stroll Fundraiser- 2023
- 1.4 Approve the 2023 Slurry Seal project and authorize staff to advertise for construction bids
- 1.5 Approve the 2023 Street Reconstruction Project and Authorize staff to advertise for construction bids
- 1.6 Consider having San Anselmo be represented as a signer in a California Community

Choice Association letter urging the California Legislature to address the state's interconnection crisis and ensure timely equitable access to the electrical grid

Councilmember Kullaway wanted to pull item #1.3 for discussion.
Vice Mayor Burke wanted to pull item #1.2 for discussion.

Mayor Burdo opened the meeting to public comments

There were no comments.

Mayor Burdo closed the meeting to public comments.

M/s, Burke/Fineman, Motion to approve the Consent Calendar items #1.1 and #1.4 through #1.6

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

1.2 Special Event Application: Friends of Robson Spring Fundraiser 2023

Vice Mayor Burke stated she supports this event. She would like to put a hold on the 2021 Work Plan and ask the group to come back with a new work plan.

Recreation Director Mauk stated the Friends of Robson recently went before the Parks and Recreation Commission and the Commission asked for submittal of a new work plan by October.

M/s, Burke/Fineman, Motion to approve Consent Calendar item #1.2 as presented.

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

1.3 Special Event Application: Chamber of Commerce Sip 'n Stroll Fundraiser- 2023

Councilmember Kullaway stated this looks like a fantastic event but she is concerned about alcohol, sidewalks, and not closing the streets.

M/s, Burke/Colbert Motion to approve Consent Calendar item #1.3.

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

Council Items

2 Receive presentation by the Marin County Flood Control District of the status of the San Anselmo Flood Risk Reduction (SAFRR) Project.

This is not considered a "project" under CEQA per California Public Resources Code 21065

County Supervisor Katie Rice thanked the Council for the opportunity to make this presentation. The temporary platform served a great purpose during COVID and they are looking forward to getting this flood risk reduction and habitat and creek restoration project done.

County Director of Public Works Rosemarie Gaglianinni and Assistant Public Works Director and Flood Plain Administrator Berenice Davidson gave a PowerPoint presentation. They answered questions from the Council regarding if the baffle is still an option; if the baffle would provide mitigation or add any flood risk benefit; the reason for the change in the cost of mitigation (from \$10 to \$15 million to \$2 to \$3 million); if the model was prepared by Stetson and if it has been approved by FEMA; if Stetson's current model would lower or raise the base flood elevation for the twenty downstream properties; how they would move forward when the

Winship Bridge project does not have funding; when the model would be re-run and the County would be prepared to go to FEMA; if there would be additional properties that need to be mitigated if the Winship Bridge is not removed; if mitigation would include raising homes one foot above the Base Flood Elevation and installing FEMA compliant vents; when the issues regarding the structural integrity of Building Bridge 2 were first brought up; if the baffle design would be shared with FEMA; if there is consideration by the County to alter the fence given the new information; why the 2D model is better than the 1D model in this situation; if the colored maps were generated using the 2D model; if the 1D model was at one time the prevailing model; if there were twenty parcels that are going to experience a rise in Base Flood Elevation (BFE); if surveys need to go through a bureaucratic process; the scenarios for properties where the remedy it is less clear; what happens to electrical equipment that is below the BFE; when the demolition would occur; the decision to not pursue the emergency demolition process; the grant timeline; the letter and sign-off by the local flood plain administrator; if the project would move forward if FEMA says it, including the proposed mitigations, would cause an unmitigated rise; if impacted homeowners would receive a check from FEMA if the mitigations are not effective; what degree of completion has to happen in terms of the mitigation before the structure is removed; when the County received the information that the grant would be rolled over into the next cycle; if a court could issue an injunction with respect to the work; what would happen if the Town removed itself from Flood Zone 9; if FEMA is required to adopt the district model; the review process for unsatisfied homeowners; how often audits occur; what the strain gauge indicates for Building Bridge 2; alternative #3 in the EIR.

The Council took a 5-minute break at 9:09 PM.

Council reconvened at 9:15PM.

Mayor Burdo opened the meeting to public comments.

Mr. Gerald Page stated this is a limited study area and the twenty parcels could not be mitigated with \$3 million. There are houses that have never flooded that would flood in this current proposal. The commercial buildings in San Anselmo should be protected.

Mr. John Crane asked the Council to hold firm on getting answers to their questions before moving forward with the project. The number of residential homes and businesses requiring mitigation if not known and therefore the budget for mitigation is unknown.

Mr. Ford Green, Sir Francis Drake Boulevard, stated the EIR for this project indicates that a No Rise Certification may be required. The document does not define this term or explain the scope. The County cannot comply with the No Rise demands- No Rise sinks the project.

Mr. Doug Ryan, Ross, discussed his meeting with County and Town representatives. The No Rise FEMA requirement is the basis for this project.

Ann stated removing Building Bridge 2 would create a downstream water rise of four inches. FEMA mandates a zero water rise and requires the County to provide mitigation for affected downstream properties.

Mr. Josh Bickersnider asked which properties and the number of people that would qualify for mitigation.

Mr. Jeff Kroot, Crescent Road, stated his office is on San Anselmo Avenue. There are four engineer reports that said the bridge could be saved for a fraction of the cost to remove it. The project would destroy a wonderful park and is absurd. He suggested this issue be put on a ballot so San Anselmo residents can decide on the project.

Ms. Fran Farmer, Laurel Avenue, stated the County is being very cavalier about the costs. She loves the platform and Creek Plaza as it is. She stated the bridge should be repaired and not removed.

Mr. Ross Asselstine, San Anselmo Avenue, stated Flood Zone 9 has spent \$34 million as of June, 2021 which includes \$12 million for staff and \$16 million for consultants. The amount of money spent to date is \$52 million. He is going to pursue an investigation.

Mr. Pat Townsley, owner of Creekside Pizza, wanted to hold people accountable for their actions. He was concerned about the businesses that were removed due to the proposed project.

Mayor Burdo closed the meeting to public comments.

Vice Mayor Burke stated they do not have the information they need and the County has few answers about funding, costs, timelines, mitigations, and options. She asked the County to be transparent about information submitted and obtained from FEMA.

Councilmember Colbert thanked the County for their presentation and stated they responded to tonight's questions. He moved to the Town in 2013 and at that time it was directionless and lacked forward-thinking vision. There is a link between flood mitigation and economic vitality and San Anselmo's downtown is critical for the tax base. He encouraged the County to move as expeditiously as possible.

Councilmember Fineman agreed there were many questions partly due to the lack of information. She would like to know when the survey of the twenty parcels would occur so they could get a more complete picture of the mitigation costs and impacts. She is skeptical about the timeline and concerned about the delays and the costs.

Mayor Burdo agreed with the comments by Councilmember Fineman. They need a more complete picture of the costs. He is skeptical of the timeline. He wants to underscore his main concern- getting actual flood relief and mitigation for San Anselmo residents and businesses. They have not made enough progress on flood mitigation.

3. Introduce an Ordinance Amending the Town's Single-Use Foodware Regulations and Approve an Agreement with the County for Enforcement of those Regulations;
This item is exempt from CEQA per CEQA Sections 15061(b)(3), 15307, and 15308.

Climate Action Coordinator Youra gave a staff report and a PowerPoint presentation. He answered questions from the Council regarding whether enforcement activities would be made public; how much enforcement is being done by the Town.

Mayor Burdo opened the meeting to public comments.

Ms. Brigit Clark stated she attended the Wade Thomas' Children for Change event. The students care about the environment including animals and waterways. She displayed some posters prepared by the students.

Ms. Jane McDonough, Brookside Drive, supported the ordinance- it is very important.

Mr. Pat Townsley owner of Creekside Pizza, is an advocate for environmental consciousness and supports the ordinance. It should apply to all businesses.

Ms. Ingrid Walstrom, a Junior at Archie Williams High School and Youth Commissioner on the San Anselmo Climate Action Commission, stated she is concerned about plastic pollution.

Ms. Kim Corona, member of Plastic Free Marin, stated the ordinance could be improved but she supported it.

Mayor Burdo closed the meeting to public comments.

Mayor Burdo stated a similar ordinance has been on the books for quite some time. This ordinance goes a bit further than the County's ordinance with respect to polystyrenes and enforcement in private schools.

Councilmember Fineman stated the provisions of the ordinance can be burdensome but are the right things to do. She brought up the issue of big box stores and suggested a different fee and fine schedule for businesses with over 50 employees. She is concerned with the enforcement piece and would like the County to make the process public.

Vice Mayor Burke stated she is not sure this is a step forward since it does not seem different from the existing ordinance. She supports the ordinance and stated it could be tweaked in the future.

Councilmember Colbert stated the attempt is to create harmony across all the jurisdictions making enforcement easier. He hoped that the concerns of small businesses will be addressed. He supports the ordinance.

M/s, Fineman/Colbert, Motion to introduce an ordinance of the Town Council of the Town of San Anselmo Amending Title 5, Chapter 10 of the San Anselmo Municipal Code, Single Use Foodware.

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

M/s, Fineman/Colbert, Motion to approve the agreement with the County for enforcement of those regulations.

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

M/s, Burke/Kullaway, Motion to continue agenda items #4 and #5 to the next meeting.

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

Councilmember Colbert left the meeting.

4. Receive the 2023-2025 Work Plan Priorities Input at a Future Meeting
This is not considered a project per Public Resources Code Section 21065

Mayor Burdo stated this item has been continued to the next meeting.

5. That the Town Council consider options related to the interview and appointment process for Town Boards, Commissions, and Committees and provide direction to staff.
This is not considered a "project" under CEQA per California Public Resources Code 21065

Mayor Burdo stated this item has been continued to the next meeting.

6. Consider to reappoint (2) two incumbents to the Economic Development Committee and (1) one applicant to the Parks and Recreation Commission.
The proposed decision is exempt from CEQA review under the "common sense" exemption.

Town Clerk Avila presented a staff report.

Mayor Burdo opened the meeting to public comments.

There were no comments.

Mayor Burdo closed the meeting to public comments

M/s, Burke/Kullaway, Motion to reappoint Benedetto Cico and Rebecca Bugas to the Economic Development Committee.

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

ABSENT: Colbert

M/s, Burke/Fineman, Motion to appoint Ivy Tzur to the Parks and Recreation Commission.

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

ABSENT: Colbert

M/s, Burke/Fineman, Motion to adjourn the meeting at 10:42 p.m.

Respectfully submitted,

Toni DeFrancis,
Recording Secretary



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.2

MEETING DATE: April 11, 2023

AGENDA TITLE: Consider reappointing (3) three incumbents to the Infrastructure and Fiscal Monitoring Committee

FROM:
Jeff Zuba, Finance & Administrative Services Director

SUBJECT:
Report of Warrants Issued, March 2023

RECOMMENDATION
That Council acknowledges and file warrant numbers 95582 to 95725 issued during the month of March 2023 and bank draft numbers DFT04197, DFT04306-DFT04307, and DFT04324 in a total amount of \$1,261,915.

BACKGROUND
This report is an itemization of payments made to vendors during the month just ended. It also includes wires to Bank of America for March 2023 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: 95654-95655 and 95696.

Attachment I - Check Report_March 2023



Town of San Anselmo

ITEM 1.2 - ATTACHMENT 1

Check Report

By Check Number

Date Range: 03/01/2023 - 03/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - OPERATING POOL						
01055	Abey Arnold Associates	03/09/2023	Regular	0.00	14,760.00	95582
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2005-05	Invoice	03/09/2023	01.31.2023 - LANDSCAPE ARCH SRVCS - ME...	0.00	14,760.00	
	12.81.61150		OUTSIDE SERVICES-OTHER		14,760.00	
02806	AQUASCAPE POOL SERVICE	03/09/2023	Regular	0.00	209.00	95583
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
20555	Invoice	03/09/2023	01.31.2023 - IMAGINATION PARK - FOUNTA...	0.00	209.00	
	14.81.61150		OUTSIDE SERVICES-OTHER		209.00	
00001	AT&T Calnet	03/09/2023	Regular	0.00	730.01	95584
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
000019537029	Invoice	03/09/2023	634 - TRAFFIC LIGHT MODEM - 01.20.23 - 02...	0.00	451.61	
	41.41.61701		UTILITIES		451.61	
000019550983	Invoice	03/09/2023	586 - REC DEPT FAX - 01.25.2023 - 02.24.2023	0.00	231.56	
	21.65.61705		UTILITIES-TELEPHONE		231.56	
000019557306	Invoice	03/09/2023	576 - TH CHAMBERS PHONE - 01.27.2023 - 0...	0.00	46.84	
	41.41.61701		UTILITIES		46.84	
00388	Baker & Taylor	03/09/2023	Regular	0.00	824.36	95585
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5018161053	Invoice	03/09/2023	02.16.2023 - LIBRARY - CHILDRENS BOOKS	0.00	349.51	
	27.71.62302		CHILDRENS BOOKS		349.51	
5018161215	Invoice	03/09/2023	02.16.2023 - LIBRARY - CHILDRENS BOOKS	0.00	117.99	
	27.71.62302		CHILDRENS BOOKS		117.99	
5018161216	Invoice	03/09/2023	02.16.2023 - LIBRARY - CHILDRENS BOOKS	0.00	208.76	
	27.71.62302		CHILDRENS BOOKS		208.76	
5018161217	Invoice	03/09/2023	02.16.2023 - LIBRARY - CHILDRENS BOOKS	0.00	38.46	
	27.71.62302		CHILDRENS BOOKS		38.46	
H63127780	Invoice	03/09/2023	02.17.2023 - LIBRARY - VIDEOS	0.00	52.77	
	01.71.62307		VIDEOS		52.77	
H63796600	Invoice	03/09/2023	02.17.2023 - LIBRARY - VIDEOS	0.00	56.87	
	01.71.62307		VIDEOS		56.87	
03394	Bibliotheca, LLC	03/09/2023	Regular	0.00	810.74	95586
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV-US62472	Invoice	03/09/2023	02.14.2023 - LIBRARY - RFID TAG (2) - FREIG...	0.00	810.74	
	01.71.62200		DEPARTMENTAL SUPPLIES		810.74	
00276	BK Krill Corp	03/09/2023	Regular	0.00	310.00	95587
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1571	Invoice	03/09/2023	03.06.2023 - SIGNS - IMAGINATION & MEM...	0.00	310.00	
	01.12.61150		OUTSIDE SERVICES-OTHER		140.00	
	01.81.61150		OUTSIDE SERVICES-OTHER		170.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02823	BOUCHER LAW	03/09/2023	Regular	0.00	42,058.25	95588
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1324	Invoice	03/09/2023	03.03.2023 - LABOR & EMPLOYMENT - NOV ...	0.00	7,422.00	
01.16.61196	PERSONNEL LEGAL SERVIC...	03.03.2023 - LABOR & EMPLOYM...	7,422.00			
1325	Invoice	03/09/2023	03.03.2023 - LEGAL COUNCIL - DPW - NOV 2...	0.00	14,612.00	
01.41.61150	OUTSIDE SERVICES-OTHER	03.03.2023 - LEGAL COUNCIL - D...	1,461.20			
01.42.61150	OUTSIDE SERVICES-OTHER	03.03.2023 - LEGAL COUNCIL - D...	11,689.60			
01.81.61150	OUTSIDE SERVICES-OTHER	03.03.2023 - LEGAL COUNCIL - D...	1,461.20			
1327	Invoice	03/09/2023	03.06.2023 - LEGAL COUNCIL - DPW - DEC 2...	0.00	20,024.25	
01.41.61150	OUTSIDE SERVICES-OTHER	03.06.2023 - LEGAL COUNCIL - D...	2,002.42			
01.42.61150	OUTSIDE SERVICES-OTHER	03.06.2023 - LEGAL COUNCIL - D...	16,019.41			
01.81.61150	OUTSIDE SERVICES-OTHER	03.06.2023 - LEGAL COUNCIL - D...	2,002.42			
01345	BSN Sports Inc	03/09/2023	Regular	0.00	260.96	95589
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
920463043	Invoice	03/09/2023	02.03.2023 - SOFTBALLS - 4 DOZEN	0.00	260.96	
21.61.61165	SOFTBALL SERVICES	02.03.2023 - SOFTBALLS - 4 DOZEN	260.96			
00429	California Infrastructure Consultancy, Inc.	03/09/2023	Regular	0.00	918.75	95590
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
20027.107	Invoice	03/09/2023	01.31.2023 - PROJECT ENGINEER - SA BPMP ...	0.00	918.75	
14.41.63119	CAPTIAL OUTLAY - BRIDGE ...	01.31.2023 - PROJECT ENGINEER - ...	918.75			
00429	California Infrastructure Consultancy, Inc.	03/09/2023	Regular	0.00	6,731.00	95591
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
20027.108	Invoice	03/09/2023	01.31.2023 - PROJECT ENGINEER - SA BPMP ...	0.00	6,731.00	
14.41.63119	CAPTIAL OUTLAY - BRIDGE ...	01.31.2023 - PROJECT ENGINEER - ...	6,731.00			
00066	CalSteam	03/09/2023	Regular	0.00	168.86	95592
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
4477756	Invoice	03/09/2023	02.14.2023 - CCY LF 0.25 - 1HDL SGL WTR - I...	0.00	168.86	
21.63.61179	PARKSIDE SERVICES	02.14.2023 - CCY LF 0.25 - 1HDL S...	168.86			
00410	COFAM	03/09/2023	Regular	0.00	200.00	95593
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009437	Invoice	03/09/2023	12.17.2023 - SARGENT & SPAIN PRESENTATI...	0.00	200.00	
01.71.61132	OUTSIDE SVCS-PROGRAM...	12.17.2023 - SARGENT & SPAIN P...	200.00			
00072	Comcast	03/09/2023	Regular	0.00	599.69	95594
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
049-02222023	Invoice	03/09/2023	049 - TH CABLE TV - 02.27.2023 - 03.26.2023	0.00	170.49	
41.41.61701	UTILITIES	049 - TH CABLE TV - 02.27.2023 - ...	170.49			
583-02162023	Invoice	03/09/2023	583 - CORPYARD INTERNET - 02.21.2023 - 03...	0.00	255.60	
42.21.63003	COMPUTER HARDWARE/S...	583 - CORPYARD INTERNET - 02.21..	255.60			
758-02192023	Invoice	03/09/2023	758 - TH INTERNET - 02.24.2023 - 03.23.2023	0.00	173.60	
42.21.63003	COMPUTER HARDWARE/S...	758 - TH INTERNET - 02.24.2023 - ...	173.60			
00533	Davis Sign Company	03/09/2023	Regular	0.00	1,398.40	95595

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
36242	Invoice	03/09/2023	02.27.2023 - MEMORIAL PARK SIGNS - QTY ...	0.00	1,398.40	
	12.81.61150		OUTSIDE SERVICES-OTHER		1,398.40	
01320	DC Electric Group Inc	03/09/2023	Regular	0.00	6,336.23	95596
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
460145	Invoice	03/09/2023	01.31.2023 - M5007 - SL ROUTINE - JAN 2023	0.00	634.40	
	01.42.61131		OUTSIDE SVCS-STREET LIG...		634.40	
460246	Invoice	03/09/2023	01.31.2023 - M5008 - SL RESPONSE - JAN 20...	0.00	162.72	
	01.42.61131		OUTSIDE SVCS-STREET LIG...		162.72	
460272	Invoice	03/09/2023	01.31.2023 - M1007- TS ROUTINE - JAN 2023	0.00	2,166.60	
	01.42.61130		OUTSIDE SVCS-SIGNALS		2,166.60	
460273	Invoice	03/09/2023	01.31.2023 - M1008 - TS RESPONSE - JAN 20...	0.00	3,372.51	
	01.42.61130		OUTSIDE SVCS-SIGNALS		3,372.51	
00080	Department of Justice	03/09/2023	Regular	0.00	106.00	95597
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009434	Invoice	03/09/2023	03.06.2023 - LIVESCAN - FINGERPRINTING - ...	0.00	106.00	
	21.63.61179		PARKSIDE SERVICES		32.00	
	21.63.61179		PARKSIDE SERVICES		74.00	
02732	Diesel Direct West	03/09/2023	Regular	0.00	137.00	95598
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85006058	Invoice	03/09/2023	02.23.2023 - GASOLINE UNL - 27.4 GALLONS ...	0.00	137.00	
	01.42.62988		VEHICLE-FUEL/OIL/TIRES		137.00	
03194	East Bay Tire Co	03/09/2023	Regular	0.00	172.05	95599
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1911613	Invoice	03/09/2023	02.14.2023 - TIRES - JOHN DEERE MOWER - ...	0.00	172.05	
	01.81.62988		VEHICLE-FUEL/OIL/TIRES		172.05	
00266	Ed Gurka	03/09/2023	Regular	0.00	253.75	95600
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3-2023	Invoice	03/09/2023	02.04.2023 - EVALUATION - CEDAR & REDW...	0.00	253.75	
	01.41.61150		OUTSIDE SERVICES-OTHER		253.75	
00087	Elite Tree Service	03/09/2023	Regular	0.00	8,280.00	95601
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2022-8-18	Invoice	03/09/2023	08.19.2023 - #2 & #12 LINCOLN PK- HEDGE -...	0.00	580.00	
	01.00.20304		CONCRETE CONTRACT		580.00	
2023-2-2	Invoice	03/09/2023	02.02.2023 - COASTAL OAKS - TRIMMING - ...	0.00	4,800.00	
	01.81.61105		OUTSIDE SERVICES-TREES		4,800.00	
2023-2-3	Invoice	03/09/2023	02.08.2023 - OAKLAND AVE - TREE REMOVAL...	0.00	2,900.00	
	01.81.61105		OUTSIDE SERVICES-TREES		2,900.00	
03396	Emily B. Stucky	03/09/2023	Regular	0.00	300.00	95602
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
002	Invoice	03/09/2023	02.28.2023 - SING & STOMP PROGRAM - FE...	0.00	300.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM...		300.00	
00017	Fairfax Building Supply Co. Inc.	03/09/2023	Regular	0.00	1,136.84	95603

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
259939	Invoice	03/09/2023	02.15.2023 - MISC HARDWARE - MEMORIAL...	0.00	541.91	
	01.81.62200		DEPARTMENTAL SUPPLIES 02.15.2023 - MISC HARDWARE - ...		541.91	
259976	Invoice	03/09/2023	02.16.2023 - CABLETIE - 100 PK - CORPYARD ...	0.00	52.29	
	01.81.62200		DEPARTMENTAL SUPPLIES 02.16.2023 - CABLETIE - 100 PK - ...		52.29	
259981	Invoice	03/09/2023	02.16.2023 - HEART S4S REDWOOD - MEMO...	0.00	458.94	
	01.81.62200		DEPARTMENTAL SUPPLIES 02.16.2023 - HEART S4S REDWO...		458.94	
260250	Invoice	03/09/2023	02.22.2023 - ACE ROOF NAILS - HOOK - ME...	0.00	34.66	
	01.81.62200		DEPARTMENTAL SUPPLIES 02.22.2023 - ACE ROOF NAILS - H...		34.66	
260557	Invoice	03/09/2023	02.28.2023 - DISC LIGHT - ICC BATHROOM - ...	0.00	49.04	
	31.41.61150		OUTSIDE SERVICES-OTHER 02.28.2023 - DISC LIGHT - ICC BAT...		49.04	
01586	Fourth Street Press	03/09/2023	Regular	0.00	18.53	95604
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
27886	Invoice	03/09/2023	02.21.2023 - NAME PLATE - TARR... KULLA...	0.00	18.53	
	01.11.62200		DEPARTMENTAL SUPPLIES 02.21.2023 - NAME PLATE - TARR...		18.53	
02278	Gardeners' Guild	03/09/2023	Regular	0.00	3,018.00	95605
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
111854	Invoice	03/09/2023	03.01.2023 - MEDIANS (2) - SFD BLVD - MAR...	0.00	1,047.00	
	01.42.61150		OUTSIDE SERVICES-OTHER 03.01.2023 - MEDIANS (2) - SFD B...		1,047.00	
111902	Invoice	03/09/2023	03.01.2023 - IMAGINATION, TH, MAGNOLIA - ...	0.00	1,971.00	
	01.81.61150		OUTSIDE SERVICES-OTHER 03.01.2023 - IMAGINATION, TH, ...		985.50	
	14.81.61150		OUTSIDE SERVICES-OTHER 03.01.2023 - IMAGINATION, TH, ...		985.50	
00021	Good & Clean Company Inc	03/09/2023	Regular	0.00	15,045.00	95606
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
66368	Invoice	03/09/2023	02.28.2023 - JANATORIAL SRVC - RB, ICC, TH,...	0.00	8,140.00	
	31.41.61501		BLDG. MAINT-JANITORIAL ACCOUNT - DESCRIPTION - DATE ...		2,360.60	
	34.41.61501		BLDG. MAINT-JANITORIAL ACCOUNT - DESCRIPTION - DATE ...		1,790.80	
	41.41.61701		UTILITIES ACCOUNT - DESCRIPTION - DATE ...		3,988.60	
66369	Invoice	03/09/2023	02.28.2023 - COVID CLEAN - RB, ICC, TH, LB, ...	0.00	3,585.00	
	31.41.61501		BLDG. MAINT-JANITORIAL 02.28.2023 - COVID CLEAN - RB, I...		1,039.65	
	34.41.61501		BLDG. MAINT-JANITORIAL 02.28.2023 - COVID CLEAN - RB, I...		788.70	
	41.41.61701		UTILITIES 02.28.2023 - COVID CLEAN - RB, I...		1,756.65	
66370	Invoice	03/09/2023	02.28.2023 - ADDITIONAL SRVC - RB, ICC, TH,...	0.00	800.00	
	31.41.61501		BLDG. MAINT-JANITORIAL 02.28.2023 - ADDITIONAL SRVC - ...		232.00	
	34.41.61501		BLDG. MAINT-JANITORIAL 02.28.2023 - ADDITIONAL SRVC - ...		176.00	
	41.41.61701		UTILITIES 02.28.2023 - ADDITIONAL SRVC - ...		392.00	
66371	Invoice	03/09/2023	02.28.2023 - JANATORIAL SRVC - ROBSON H...	0.00	1,355.00	
	34.41.61501		BLDG. MAINT-JANITORIAL 02.28.2023 - JANATORIAL SRVC - ...		1,355.00	
66372	Invoice	03/09/2023	02.28.2023 - JANATORIAL SRVC - MT TAM R...	0.00	1,165.00	
	31.41.61501		BLDG. MAINT-JANITORIAL 02.28.2023 - JANATORIAL SRVC - ...		1,165.00	
01526	Granicus Inc	03/09/2023	Regular	0.00	5,950.00	95607
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
160595	Invoice	03/09/2023	12.30.2022 - PEAK AGENDA MANAGEMENT -...	0.00	5,950.00	
	42.21.63003		COMPUTER HARDWARE/S... 12.30.2022 - PEAK AGENDA MAN...		5,950.00	
03352	Granite Construction Company	03/09/2023	Regular	0.00	4,821.28	95608

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2417501	Invoice	03/09/2023	02.07.2023 - EZ STREET BAG - QTY 112 - FEB	0.00	2,679.60	
	01.42.62907		SUPPLIES-PAVEMENT MAIN		2,679.60	
2417944	Invoice	03/09/2023	02.08.2023 - EX STREET - SUPER 18 - FEBRU...	0.00	2,141.68	
	01.42.62907		SUPPLIES-PAVEMENT MAIN		2,141.68	
00104	Grier Argall Plumbing Inc	03/09/2023	Regular	0.00	3,354.12	95609
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
15851	Invoice	03/09/2023	02.09.2023 - SINK LEAK - REPAIR - CORPYARD..	0.00	796.21	
	01.42.61150		OUTSIDE SERVICES-OTHER		796.21	
15927	Invoice	03/09/2023	02.27.2023 - SINK REPAIR - CREEK PARK - 09....	0.00	2,557.91	
	01.81.61150		OUTSIDE SERVICES-OTHER		2,557.91	
00020	Hannibal's Inc Electrical Construction	03/09/2023	Regular	0.00	4,318.92	95610
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
24930	Invoice	03/09/2023	02.15.2023 - SOLAR INVERTERS - REPLACE -S...	0.00	403.00	
	01.32.61506		BLDG. MAINT-OTHER		403.00	
24939	Invoice	03/09/2023	02.22.2023 - NEW OUTLETS - INSTALL - #255...	0.00	1,269.91	
	01.42.61150		OUTSIDE SERVICES-OTHER		1,269.91	
24940	Invoice	03/09/2023	03.01.2023 - EV STATIONS - LABOR & HOURS...	0.00	1,937.25	
	90.41.61100		OUTSIDE SERVICES		1,937.25	
24942	Invoice	03/09/2023	03.01.2023 - TRAFFIC SIGNAL REPAIR - SFD B...	0.00	354.38	
	01.42.61130		OUTSIDE SVCS-SIGNALS		354.38	
24945	Invoice	03/09/2023	03.01.2023 - OVER HEAD PRIMARY LINES - C...	0.00	354.38	
	01.42.61150		OUTSIDE SERVICES-OTHER		354.38	
02586	HdL Software LLC	03/09/2023	Regular	0.00	754.74	95611
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
SIN025717	Invoice	03/09/2023	01.31.2023 - NEW ACCOUNTS PROCESSED - ...	0.00	754.74	
	01.12.61150		OUTSIDE SERVICES-OTHER		754.74	
03290	Houseal Lavigne Associates	03/09/2023	Regular	0.00	30,802.50	95612
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
6122	Invoice	03/09/2023	02.28.2023 - CONSULTING SRVCS - HOUSING...	0.00	30,802.50	
	01.18.61150		OUTSIDE SERVICES-OTHER		30,802.50	
03281	Jaime E. Valle	03/09/2023	Regular	0.00	4,730.00	95613
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
SA-030323	Invoice	03/09/2023	03.04.2023 - PLAN CHECKING & INSPECTION...	0.00	4,730.00	
	01.41.61157		PLAN CHECKING		4,730.00	
03322	Juan Ladaverde	03/09/2023	Regular	0.00	5,669.52	95614
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009430	Invoice	03/09/2023	03.07.2023 - PAINTING SRVCS - 02.21.23 - 03...	0.00	3,294.52	
	10.41.63104		CAPITAL OUTLAY - PAINTI...		3,294.52	
INV0009431	Invoice	03/09/2023	01.16.2023 - PAINTING SRVCS - 02.06.23 - 02...	0.00	2,375.00	
	01.81.61150		OUTSIDE SERVICES-OTHER		2,375.00	
00113	Juan Olsen Sanchez	03/09/2023	Regular	0.00	12,049.83	95615

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009330	Invoice	03/09/2023	02.28.2023 - GYMNASTICS - WINTER 2023 - ...	0.00	12,049.83	
	21.61.61167		TUMBLING SERVICES		12,049.83	
00115	Kone Inc	03/09/2023	Regular	0.00	3,063.63	95616
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
962441140	Invoice	03/09/2023	02.01.2023 - MONITORING SRVC - 02.01.23 -...	0.00	3,063.63	
	41.41.61506		PUBLIC WORKS CAPITAL O...		3,063.63	
02963	Marin County Fire Department	03/09/2023	Regular	0.00	161,118.27	95617
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009326	Invoice	03/09/2023	02.18.2023 - DEFENSIBLE SPACE INSPECTION...	0.00	161,118.27	
	35.41.61150		OUTSIDE SERVICES-OTHER		161,118.27	
00149	Marin County Sheriff's Department	03/09/2023	Regular	0.00	4,948.54	95618
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
12209	Invoice	03/09/2023	02.17.2023 - OFFICE OF EMERGENCY SRVCS -...	0.00	4,948.54	
	01.21.62201		EMERGENCY PREP SUPPLIES		4,948.54	
00121	Marin IJ - 2072661 AD	03/09/2023	Regular	0.00	67.22	95619
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0001370026	Invoice	03/09/2023	02.28.2023 - CLASSIFIED ADS - LEGAL- FEB	0.00	67.22	
	01.21.61151		LEGAL NOTICES		67.22	
00029	Marin IT	03/09/2023	Regular	0.00	27,142.38	95620
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023-119827	Invoice	03/09/2023	02.17.2023 - 12.9 INCH iPad PRO - APPLECA...	0.00	9,387.45	
	42.21.63003		COMPUTER HARDWARE/S...		9,387.45	
2023-119868	Invoice	03/09/2023	02.23.2023 - AGREEMENT MANAGED OFFICE...	0.00	988.50	
	42.21.63003		COMPUTER HARDWARE/S...		988.50	
2023-119869	Invoice	03/09/2023	02.23.2023 - AGREEMENT ONSITE SUPPORT ...	0.00	5,720.00	
	42.21.63003		COMPUTER HARDWARE/S...		5,720.00	
2023-119871	Invoice	03/09/2023	02.23.2023 - AGREEMENT IT MANAGEMENT...	0.00	5,026.67	
	42.21.63003		COMPUTER HARDWARE/S...		5,026.67	
2023-119872	Invoice	03/09/2023	02.24.2023 - AGREEMENT AUOTMATE REM...	0.00	2,117.50	
	42.21.63003		COMPUTER HARDWARE/S...		2,117.50	
2023-119901	Invoice	03/09/2023	03.01.2023 - DELL LATITUDE - WARRANTY - ...	0.00	3,902.26	
	42.21.63003		COMPUTER HARDWARE/S...		3,902.26	
01036	Matrix HG Inc	03/09/2023	Regular	0.00	2,391.78	95621
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
165690	Invoice	03/09/2023	02.13.2023 - QRTY PREVENTATIVE MAINTEN...	0.00	660.00	
	01.42.61150		OUTSIDE SERVICES-OTHER		660.00	
165720	Invoice	03/09/2023	02.13.2023 - CUSTOM AIR HOSE - REPLACE - ...	0.00	457.13	
	41.41.61701		UTILITIES		457.13	
165828	Invoice	03/09/2023	02.16.2023 - PUMP COUPLER - LABOR - LIBR...	0.00	1,274.65	
	41.41.61701		UTILITIES		1,274.65	
03228	MGE Engineering Inc	03/09/2023	Regular	0.00	2,560.00	95622

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
663.05	Invoice	03/09/2023	01.31.2023 - PROJECT ENGINEER - MADRON...	0.00	2,560.00	
14.41.63119			CAPTIAL OUTLAY - BRIDGE ...	01.31.2023 - PROJECT ENGINEER - ...	1,280.00	
14.41.63119			CAPTIAL OUTLAY - BRIDGE ...	01.31.2023 - PROJECT ENGINEER - ...	1,280.00	
02584	Michael Clagett	03/09/2023	Regular	0.00	3,997.15	95623
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009327	Invoice	03/09/2023	02.23.2023 - REIMBURSEMENT - FEBRUARY ...	0.00	169.37	
21.63.62990			SPECIALTY CAMP SUPPLIES	02.23.2023 - REIMBURSEMENT - F...	169.37	
INV0009328	Invoice	03/09/2023	02.23.2023 - FEBRUARY BREAK CAMP - WIN...	0.00	3,827.78	
21.63.61186			SPECIALTY CAMPS SERVICES	02.23.2023 - FEBRUARY BREAK C...	3,827.78	
00610	Northbay Reprographics	03/09/2023	Regular	0.00	92.86	95624
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
77797	Invoice	03/09/2023	02.28.2023 - HP T 1100/T2300 - PHOTO BLA...	0.00	92.86	
01.41.62000			OFFICE SUPPLIES	02.28.2023 - HP T 1100/T2300 - P...	92.86	
00128	Pacific Gas & Electric	03/09/2023	Regular	0.00	19,441.57	95625
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
461-02222023	Invoice	03/09/2023	461 - TH UTILITIES - 01.07.2023 - 02.06.2023	0.00	19,441.57	
41.41.61701			UTILITIES	461 - TH UTILITIES - 01.07.2023 - ...	19,441.57	
00166	Parisi Transportation Consulting	03/09/2023	Regular	0.00	7,546.51	95626
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
19349	Invoice	03/09/2023	02.14.2023 - HUB TRANSPORTATION ASSES...	0.00	7,546.51	
14.41.63101			CAPITAL OUTLAY - PAVING...	02.14.2023 - HUB TRANSPORTATI...	6,680.93	
19.41.61101			OUTSIDE SERVICES-PROF F...	02.14.2023 - HUB TRANSPORTATI...	865.58	
03397	Patrick O' Neill	03/09/2023	Regular	0.00	20,000.00	95627
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5118	Invoice	03/09/2023	02.21.2023 - 200FT PREFAB FENCE - INSTALL...	0.00	20,000.00	
01.81.61150			OUTSIDE SERVICES-OTHER	02.21.2023 - 200FT PREFAB FENCE...	20,000.00	
00893	Perfect Timing Personnel Services, Inc.	03/09/2023	Regular	0.00	2,214.52	95628
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
51696	Invoice	03/09/2023	02.27.2023 - ADMIN SUPPORT - 19 HRS - REC..	0.00	895.23	
01.82.60010			TEMPORARY HELP	02.27.2023 - ADMIN SUPPORT - 19..	716.18	
21.65.60010			TEMPORARY HELP	02.27.2023 - ADMIN SUPPORT - 19..	179.05	
51724	Invoice	03/09/2023	03.06.2023 - ADMIN ASST - 28 HRS - REC DE...	0.00	1,319.29	
01.82.60010			TEMPORARY HELP	03.06.2023 - ADMIN ASST - 28 HRS..	1,055.43	
21.65.60010			TEMPORARY HELP	03.06.2023 - ADMIN ASST - 28 HRS..	263.86	
03398	PS Paper, LLC	03/09/2023	Regular	0.00	326.25	95629
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1651	Invoice	03/09/2023	02.16.2023 - STATIONARY - DAVID DONERY	0.00	326.25	
01.12.62000			OFFICE SUPPLIES	02.16.2023 - STATIONARY - DAVID...	326.25	
03395	Randall Wayne Fry	03/09/2023	Regular	0.00	875.00	95630

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1728	Invoice	03/09/2023	02.24.2023 - FIDELITY PLANT FEE - COPY CO...	0.00	875.00	
	12.81.61150		OUTSIDE SERVICES-OTHER	02.24.2023 - FIDELITY PLANT FEE -...	875.00	
03321	Ready Refresh	03/09/2023	Regular	0.00	224.98	95631
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0385900300788	Invoice	03/09/2023	03.02.2023 - TH BOTTLED WATER - FEBRUARY	0.00	224.98	
	01.12.62200		DEPARTMENTAL SUPPLIES	03.02.2023 - TH BOTTLED WATER -..	56.25	
	01.18.62200		DEPARTMENTAL SUPPLIES	03.02.2023 - TH BOTTLED WATER -..	56.24	
	01.41.62200		DEPARTMENTAL SUPPLIES	03.02.2023 - TH BOTTLED WATER -..	56.24	
	01.71.62200		DEPARTMENTAL SUPPLIES	03.02.2023 - TH BOTTLED WATER -..	56.25	
03373	Robert Matthew Brown	03/09/2023	Regular	0.00	2,501.25	95632
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
004	Invoice	03/09/2023	02.28.2023 - SA OBJECTIVE DEVELOPMENT -...	0.00	2,501.25	
	01.18.61150		OUTSIDE SERVICES-OTHER	02.28.2023 - SA OBJECTIVE DEVE...	2,501.25	
01329	San Anselmo Community Foundation	03/09/2023	Regular	0.00	3,000.00	95633
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
005	Invoice	03/09/2023	03.06.2023 - FLOWER BASKET CONTRIBUTI...	0.00	3,000.00	
	01.21.61903		PROMOTION OF COMMER...	03.06.2023 - FLOWER BASKET CO...	3,000.00	
00651	Sean Condry	03/09/2023	Regular	0.00	6,893.60	95634
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009435	Invoice	03/09/2023	03.07.2023 - REIMBURSEMNT - PW OFFICERS..	0.00	3,103.98	
	01.41.61000		TRAINING	03.07.2023 - REIMBURSEMNT - P...	1,228.98	
	01.41.61000		TRAINING	03.07.2023 - REIMBURSEMNT - P...	1,875.00	
INV0009436	Invoice	03/09/2023	03.07.2023 - REIMBURSEMENT - KNOW BEF...	0.00	3,789.62	
	01.42.61000		TRAINING	03.07.2023 - REIMBURSEMENT - ...	512.24	
	42.21.63003		COMPUTER HARDWARE/S...	03.07.2023 - REIMBURSEMENT - ...	400.00	
	42.21.63003		COMPUTER HARDWARE/S...	03.07.2023 - REIMBURSEMENT - ...	149.90	
	42.21.63003		COMPUTER HARDWARE/S...	03.07.2023 - REIMBURSEMENT - ...	2,397.49	
	42.21.63003		COMPUTER HARDWARE/S...	03.07.2023 - REIMBURSEMENT - ...	329.99	
02936	SMITH'S PEST MANAGEMENT	03/09/2023	Regular	0.00	600.00	95635
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
791018	Invoice	03/09/2023	03.01.2023 - PEST CONTROL - MEMORIAL P...	0.00	600.00	
	01.81.61150		OUTSIDE SERVICES-OTHER	03.01.2023 - PEST CONTROL - M...	600.00	
03400	Stephanie Mohan Creative Portraiture	03/09/2023	Regular	0.00	618.00	95636
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1978	Invoice	03/09/2023	11.06.2023 - TH LOCATION SHOOT - SETUP -...	0.00	618.00	
	01.11.62200		DEPARTMENTAL SUPPLIES	11.06.2023 - TH LOCATION SHOOT..	618.00	
02087	Telecom Law Firm PC	03/09/2023	Regular	0.00	224.80	95637
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14578	Invoice	03/09/2023	02.28.2023 - 324 SFD BLVD - DOCUMENT RE...	0.00	224.80	
	01.00.20371		PLANNING COSTS TO BE RE...	02.28.2023 - 324 SFD BLVD - DOC...	224.80	
00130	Terminix Processing Center	03/09/2023	Regular	0.00	88.00	95638

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
429886392	Invoice	03/09/2023	02.06.2023 - TH PEST CONTROL - FEB	0.00	88.00	
	01.41.61506		BLDG. MAINT-OTHER		88.00	
03207	Toni DeFrancis	03/09/2023	Regular	0.00	200.00	95639
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023-PC26	Invoice	03/09/2023	02.15.2023 - TRANSCRIPTION SRVC - 5 HRS -...	0.00	200.00	
	01.18.61150		OUTSIDE SERVICES-OTHER		200.00	
00696	Town of Fairfax	03/09/2023	Regular	0.00	12,419.37	95640
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
3-2022-1231	Invoice	03/09/2023	02.17.2023 - REIMBURSEMENT - CLIMATE A...	0.00	12,419.37	
	90.41.61100		OUTSIDE SERVICES		12,419.37	
00215	Transbay Lock	03/09/2023	Regular	0.00	1,165.58	95641
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
86987	Invoice	03/09/2023	02.08.2023 - EDGE PLATE & LOCK - LIBRARY ...	0.00	1,165.58	
	41.41.61701		UTILITIES		1,165.58	
02818	Yara Fraser	03/09/2023	Regular	0.00	130.00	95642
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0004	Invoice	03/09/2023	02.23.2023 - SATURDAY STORYTIME - 02.18....	0.00	130.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM...		130.00	
02411	23 ELEPHANTS THEATRE COMPANY	03/23/2023	Regular	0.00	5,249.10	95643
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009479	Invoice	03/23/2023	03.20.2023 - THEATRE PROGRAM - WINTER -...	0.00	5,249.10	
	21.62.61175		KIDS CULTURE SERVICES		5,249.10	
02931	AIS SPECIALTY PRODUCTS, INC.	03/23/2023	Regular	0.00	962.15	95644
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
PS1485593	Invoice	03/23/2023	02.02.2023 - AIS OFF AEROSOL - QTY 1 DOZ	0.00	962.15	
	01.81.62205		GRAFFITI ABATEMENT SUP...		962.15	
00003	All Autos Inc.	03/23/2023	Regular	0.00	122.20	95645
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
56892	Invoice	03/23/2023	02.28.2023 - SMOG INSPECTION - TRAINING...	0.00	61.10	
	01.42.62988		VEHICLE-FUEL/OIL/TIRES		61.10	
56894	Invoice	03/23/2023	03.01.2023 - SMOG INSPECTION - TRAINING...	0.00	61.10	
	01.42.62988		VEHICLE-FUEL/OIL/TIRES		61.10	
02922	Alpha Trenchless	03/23/2023	Regular	0.00	1,000.00	95646
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
WEB5185	Invoice	03/23/2023	03.14.2023 - 24 VINE AVE - ROAD ROAD BO...	0.00	1,000.00	
	01.00.20314		ROAD BOND		1,000.00	
00004	Alpine Awards Inc.	03/23/2023	Regular	0.00	3,341.23	95647
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6101257	Invoice	03/23/2023	01.05.2023 - BASKETBALL TROPHIES - 2023	0.00	2,540.07	
	21.61.62961		BASKETBALL SUPPLIES		2,540.07	

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6101953	Invoice	03/23/2023	03.06.2023 - TROPHIES - SOFTBALL -,2023	0.00	801.16	
	21.61.62965		SOFTBALL SUPPLIES	03.06.2023 - TROPHIES - SOFTBALL..	801.16	
01896	Amesos Plumbing Inc.	03/23/2023	Regular	0.00	1,500.00	95648
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
R14083	Invoice	03/23/2023	03.15.2023 - 35 INDIAN ROCK CRT - ROAD B...	0.00	1,500.00	
	01.00.20314		ROAD BOND	03.15.2023 - 35 INDIAN ROCK CRT ..	1,500.00	
03299	Answer MTI	03/23/2023	Regular	0.00	343.82	95649
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
000028-225-921	Invoice	03/23/2023	03.01.2023 - CALL CENTER SRVC - FREEMAN -..	0.00	343.82	
	01.41.61000		TRAINING	03.01.2023 - CALL CENTER SRVC - ...	343.82	
03354	Arlette Castellanos	03/23/2023	Regular	0.00	100.00	95650
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2	Invoice	03/23/2023	02.22.2023 - SPANISH STORYTIME - 02.22.20...	0.00	100.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM...	02.22.2023 - SPANISH STORYTIME ..	100.00	
00001	AT&T Calnet	03/23/2023	Regular	0.00	1,466.64	95651
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
000019619659	Invoice	03/23/2023	574 - ALL DEPTS CENTRX - 02.10.2023 - 03.09..	0.00	1,398.27	
	41.41.61701		UTILITIES	574 - ALL DEPTS CENTRX - 02.10.2...	1,398.27	
000019619663	Invoice	03/23/2023	579 -TRAFFIC LIGHT MODEM - 02.10.2023 - ...	0.00	23.25	
	41.41.61701		UTILITIES	579 -TRAFFIC LIGHT MODEM - 02....	23.25	
000019619664	Invoice	03/23/2023	580 - ROBSON HOUSE - 02.10.2023 - 03.09.2...	0.00	45.12	
	34.41.61705		UTILITIES-TELEPHONE	580 - ROBSON HOUSE - 02.10.202...	45.12	
02542	Avril Angevine	03/23/2023	Regular	0.00	100.00	95652
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0009454	Invoice	03/23/2023	03.16.2023 - LIBRARY - ART TALK - 04.11.2023	0.00	100.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM...	03.16.2023 - LIBRARY - ART TALK -...	100.00	
00388	Baker & Taylor	03/23/2023	Regular	0.00	1,704.46	95653
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
5018176927	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	21.59	
	01.71.62301		ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...	21.59	
5018176928	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	174.51	
	01.71.62301		ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...	174.51	
5018176929	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	41.84	
	01.71.62301		ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...	41.84	
5018176930	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	40.54	
	01.71.62301		ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...	40.54	
5018176931	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	20.92	
	01.71.62301		ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...	20.92	
5018176932	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	37.56	
	27.71.62301		ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...	37.56	
5018176933	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	47.04	
	01.71.62301		ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...	47.04	
5018176934	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	48.03	
	27.71.62301		ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...	48.03	
5018176935	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	24.82	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.71.62301	ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...		24.82	
5018176936	Invoice	03/23/2023	02.24.2023 - LIBRARY - ADULT BOOKS	0.00	147.14	
	01.71.62301	ADULT BOOKS	02.24.2023 - LIBRARY - ADULT BO...		147.14	
5018196408	Invoice	03/23/2023	03.02.2023 - LIBRARY - ADULT BOOKS	0.00	20.29	
	01.71.62301	ADULT BOOKS	03.02.2023 - LIBRARY - ADULT BO...		20.29	
5018196409	Invoice	03/23/2023	03.02.2023 - LIBRARY - ADULT BOOKS	0.00	20.94	
	01.71.62301	ADULT BOOKS	03.02.2023 - LIBRARY - ADULT BO...		20.94	
5018196410	Invoice	03/23/2023	03.02.2023 - LIBRARY - ADULT BOOKS	0.00	41.20	
	27.71.62301	ADULT BOOKS	03.02.2023 - LIBRARY - ADULT BO...		41.20	
5018196411	Invoice	03/23/2023	03.02.2023 - LIBRARY - ADULT BOOKS	0.00	20.28	
	27.71.62301	ADULT BOOKS	03.02.2023 - LIBRARY - ADULT BO...		20.28	
5018196412	Invoice	03/23/2023	03.02.2023 - LIBRARY - ADULT BOOKS	0.00	15.10	
	27.71.62301	ADULT BOOKS	03.02.2023 - LIBRARY - ADULT BO...		15.10	
5018196413	Invoice	03/23/2023	03.02.2023 - LIBRARY - ADULT BOOKS	0.00	16.99	
	27.71.62301	ADULT BOOKS	03.02.2023 - LIBRARY - ADULT BO...		16.99	
5018196414	Invoice	03/23/2023	03.02.2023 - LIBRARY - ADULT BOOKS	0.00	47.51	
	01.71.62301	ADULT BOOKS	03.02.2023 - LIBRARY - ADULT BO...		47.51	
5018196415	Invoice	03/23/2023	03.02.2023 - LIBRARY - ADULT BOOKS	0.00	20.49	
	01.71.62301	ADULT BOOKS	03.02.2023 - LIBRARY - ADULT BO...		20.49	
5018196416	Invoice	03/23/2023	03.02.2023 - LIBRARY - ADULT BOOKS	0.00	67.96	
	27.71.62301	ADULT BOOKS	03.02.2023 - LIBRARY - ADULT BO...		67.96	
5018199832	Invoice	03/23/2023	02.23.2023 - LIBRARY - CHILDRENS BOOKS	0.00	17.03	
	27.71.62302	CHILDRENS BOOKS	02.23.2023 - LIBRARY - CHILDRENS..		17.03	
5018202011	Invoice	03/23/2023	02.23.2023 - LIBRARY - CHILDRENS BOOKS	0.00	9.49	
	27.71.62302	CHILDRENS BOOKS	02.23.2023 - LIBRARY - CHILDRENS..		9.49	
5018202012	Invoice	03/23/2023	02.23.2023 - LIBRARY - CHILDRENS BOOKS	0.00	13.81	
	27.71.62302	CHILDRENS BOOKS	02.23.2023 - LIBRARY - CHILDRENS..		13.81	
5018223452	Invoice	03/23/2023	03.10.2023 - LIBRARY - CHILDRENS BOOKS	0.00	15.06	
	27.71.62302	CHILDRENS BOOKS	03.10.2023 - LIBRARY - CHILDRENS..		15.06	
5018227978	Invoice	03/23/2023	03.10.2023 - LIBRARY - BOARD BOOKS	0.00	8.23	
	01.71.62302	CHILDRENS BOOKS	03.10.2023 - LIBRARY - BOARD B...		8.23	
5018232792	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	20.29	
	01.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		20.29	
5018232793	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	40.55	
	27.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		40.55	
5018232794	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	2.15	
	01.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		2.15	
5018232795	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	39.91	
	27.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		39.91	
5018232796	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	20.92	
	27.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		20.92	
5018232797	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	43.54	
	27.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		43.54	
5018232798	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	251.11	
	27.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		251.11	
5018232799	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	21.59	
	27.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		21.59	
5018232800	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	24.82	
	01.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		24.82	
5018232801	Invoice	03/23/2023	03.10.2023 - LIBRARY - ADULT BOOKS	0.00	60.19	
	27.71.62301	ADULT BOOKS	03.10.2023 - LIBRARY - ADULT BO...		60.19	
H63127830	Invoice	03/23/2023	02.17.2023 - LIBRARY - VIDEOS	0.00	23.96	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.71.62307	VIDEOS	02.17.2023 - LIBRARY - VIDEOS		23.96	
H63963630	Invoice	03/23/2023	03.07.2023 - LIBRARY - VIDEOS	0.00	46.27	
	01.71.62307	VIDEOS	03.07.2023 - LIBRARY - VIDEOS		46.27	
H64006670	Invoice	03/23/2023	03.06.2023 - LIBRARY - VIDEOS	0.00	34.06	
	01.71.62307	VIDEOS	03.06.2023 - LIBRARY - VIDEOS		34.06	
H64135870	Invoice	03/23/2023	03.06.2023 - LIBRARY - VIDEOS	0.00	33.74	
	01.71.62307	VIDEOS	03.06.2023 - LIBRARY - VIDEOS		33.74	
H64159740	Invoice	03/23/2023	03.10.2023 - LIBRARY - VIDEOS	0.00	23.15	
	01.71.62307	VIDEOS	03.10.2023 - LIBRARY - VIDEOS		23.15	
H64263870	Invoice	03/23/2023	03.15.2023 - LIBRARY - VIDEOS	0.00	36.82	
	01.71.62307	VIDEOS	03.15.2023 - LIBRARY - VIDEOS		36.82	
H64274320	Invoice	03/23/2023	03.10.2023 - LIBRARY - VIDEOS	0.00	19.06	
	01.71.62307	VIDEOS	03.10.2023 - LIBRARY - VIDEOS		19.06	
H64524140	Invoice	03/23/2023	03.17.2023 - LIBRARY - VIDEOS	0.00	23.96	
	01.71.62307	VIDEOS	03.17.2023 - LIBRARY - VIDEOS		23.96	
	Void	03/23/2023	Regular	0.00	0.00	95654
	Void	03/23/2023	Regular	0.00	0.00	95655
00007	Bay Cities Joint Power Insurance Authority	03/23/2023	Regular	0.00	5,817.00	95656
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
BCJPIA-2022-302	Invoice	03/23/2023	03.10.2023 - GNL LIABILITY - WORKERS COM...	0.00	5,817.00	
	40.21.61906		LIABILITY INSURANCE CLA...		1,358.00	
	40.21.61907		WORKERS COMPENSATION...		4,459.00	
00656	Charmian Stewart	03/23/2023	Regular	0.00	100.00	95657
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0009453	Invoice	03/23/2023	03.16.2023 - LIBRARY - MUSICIANS - SPRING...	0.00	100.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM...		100.00	
03411	Christopher James Smith	03/23/2023	Regular	0.00	2,710.40	95658
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0009489	Invoice	03/23/2023	03.23.2023 - MUSIC CLASS - WINTER 2023	0.00	2,710.40	
	21.62.61175		KIDS CULTURE SERVICES		2,710.40	
02163	City of Foster City	03/23/2023	Regular	0.00	540.00	95659
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
15256	Invoice	03/23/2023	03.08.2023 - CALOPPS - JOB POSTING - DPW	0.00	540.00	
	01.41.61806		MISC HIRING EXPENSES		540.00	
02524	Code Source	03/23/2023	Regular	0.00	2,518.00	95660
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
11306	Invoice	03/23/2023	02.20.2023 - PLAN REVIEW - RECHECK - B20...	0.00	431.00	
	01.41.61157		PLAN CHECKING		431.00	
11310	Invoice	03/23/2023	02.23.2023 - REVIEW - PROGRES BILLING - B...	0.00	952.00	
	01.41.61157		PLAN CHECKING		952.00	
11322	Invoice	03/23/2023	02.28.2023 - BILLING - REVIEW - B2022-0689	0.00	1,135.00	
	01.41.61157		PLAN CHECKING		1,135.00	
01348	Community Media Center of Marin	03/23/2023	Regular	0.00	2,340.00	95661

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
190698-FFM	Invoice	03/23/2023	03.20.2023 - MEDIA COVERAGE - TC MEETI...	0.00	2,340.00	
	01.12.61194		OUTSIDE SERVICES - GRAN...		1,980.00	
	01.18.61194		OUTSIDE SERVICES - GRAN...		360.00	
02732	Diesel Direct West	03/23/2023	Regular	0.00	816.17	95662
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85017455	Invoice	03/23/2023	03.02.2023 - GASOLINE UNL - 151.7 GALLONS	0.00	816.17	
	01.42.62988		VEHICLE-FUEL/OIL/TIRES		816.17	
02948	DocuSign Inc.	03/23/2023	Regular	0.00	3,514.86	95663
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
111100043577	Invoice	03/23/2023	11.22.2023 - eSIGNATURE BUSINESS PRO - S...	0.00	3,514.86	
	01.12.61150		OUTSIDE SERVICES-OTHER		3,514.86	
00087	Elite Tree Service	03/23/2023	Regular	0.00	5,900.00	95664
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023-3-1	Invoice	03/23/2023	03.01.2023 - PARKS & RECREATION - CHIPPI...	0.00	3,100.00	
	01.42.61105		OUTSIDE SERVICES-TREES		3,100.00	
2023-3-3	Invoice	03/23/2023	03.02.2023 - SAUNDERS TO LANDSDALE - W...	0.00	2,800.00	
	01.42.61105		OUTSIDE SERVICES-TREES		2,800.00	
00060	Elizabeth Touchette	03/23/2023	Regular	0.00	2,992.50	95665
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009482	Invoice	03/23/2023	03.20.2023 - SCIENCE CLASSES - ASE- WINT...	0.00	2,992.50	
	21.63.61180		AFTER SCHOOL ENRICHME...		1,592.50	
	21.63.61180		AFTER SCHOOL ENRICHME...		1,400.00	
03193	Enbridgement, Inc.	03/23/2023	Regular	0.00	46,349.80	95666
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009485	Invoice	03/23/2023	03.20.2023 - ENBRIDGEMENT - ASE - WINTER..	0.00	46,349.80	
	21.63.61180		AFTER SCHOOL ENRICHME...		46,349.80	
02622	Epstein Holtzapple Christo LLP	03/23/2023	Regular	0.00	21,752.50	95667
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6608	Invoice	03/23/2023	03.15.2023 - REVIEW & RESEARCH - BROWN...	0.00	18,177.50	
	01.16.61138		GENERAL COUNSEL LEGAL ...		18,177.50	
6609	Invoice	03/23/2023	03.15.2023 - DRAFT SECTIONS - PROPOSED ...	0.00	3,162.50	
	01.16.61138		GENERAL COUNSEL LEGAL ...		3,162.50	
6610	Invoice	03/23/2023	03.15.2023 - REVIEW & RESPOND - QUIET TL...	0.00	412.50	
	01.16.61138		GENERAL COUNSEL LEGAL ...		412.50	
02438	Erica Freeman	03/23/2023	Regular	0.00	255.02	95668
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009487	Invoice	03/23/2023	03.16.2023 - REIMBURSEMENT - NCARB - PO...	0.00	255.02	
	01.41.61302		DUES		250.00	
	01.41.62003		POSTAGE		5.02	
00017	Fairfax Building Supply Co. Inc.	03/23/2023	Regular	0.00	538.45	95669

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
259449	Invoice	03/23/2023	02.06.2023 - ICESCRAPER BEARCLAW - QTY 3	0.00	43.47	
	01.42.62200		DEPARTMENTAL SUPPLIES 02.06.2023 - ICESCRAPER BEARCL...		43.47	
259599	Invoice	03/23/2023	02.08.2023 - TARP 16X20 - SILVER - QTY 1	0.00	49.04	
	01.42.62200		DEPARTMENTAL SUPPLIES 02.08.2023 - TARP 16X20 - SILVER ...		49.04	
259973	Invoice	03/23/2023	02.16.2023 - TAMPER STEEL HANDLE - MISC...	0.00	57.53	
	01.42.62909		SUPPLIES-TRAFFIC CONTRO... 02.16.2023 - TAMPER STEEL HAN...		57.53	
259991	Invoice	03/23/2023	02.16.2023 - PAINTING SUPPLIES - MISC HA...	0.00	256.92	
	01.81.62200		DEPARTMENTAL SUPPLIES 02.16.2023 - PAINTING SUPPLIES -...		256.92	
260542	Invoice	03/23/2023	02.28.2023 - VELCRO - STR BLK - QTY 5	0.00	27.41	
	01.81.62200		DEPARTMENTAL SUPPLIES 02.28.2023 - VELCRO - STR BLK - ...		27.41	
260549	Invoice	03/23/2023	02.28.2023 - BARREL BOLT - MISC HARDWA...	0.00	40.13	
	01.42.62908		SUPPLIES-STREET MAINTEN... 02.28.2023 - BARREL BOLT - MISC...		40.13	
260575	Invoice	03/23/2023	02.28.2023 - LID - BRUTE CAN - QTY 1	0.00	44.34	
	01.81.62200		DEPARTMENTAL SUPPLIES 02.28.2023 - LID - BRUTE CAN - Q...		44.34	
260592	Invoice	03/23/2023	03.01.2023 - CORD APPL - QTY 1 - MISC HAR...	0.00	19.61	
	01.42.62909		SUPPLIES-TRAFFIC CONTRO... 03.01.2023 - CORD APPL - QTY 1 - ...		19.61	
02803	FISHMAN SUPPLY COMPANY	03/23/2023	Regular	0.00	457.25	95670
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1391414	Invoice	03/23/2023	03.02.2023 - SAFETY GLASSES - SUPPLIES - C...	0.00	457.25	
	01.81.61413		EQUIPMENT MAINT.-OTHER 03.02.2023 - SAFETY GLASSES - SU...		457.25	
01586	Fourth Street Press	03/23/2023	Regular	0.00	129.71	95671
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
27985	Invoice	03/23/2023	03.13.2023 - NAME PLATES - QTY 7 - PLANN...	0.00	129.71	
	01.18.62200		DEPARTMENTAL SUPPLIES 03.13.2023 - NAME PLATES - QTY ...		129.71	
03409	Friedman 5 Holdings	03/23/2023	Regular	0.00	2,982.00	95672
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009483	Invoice	03/23/2023	03.20.2023 - CODING CLASS - ASE - WINTER ...	0.00	2,982.00	
	21.63.61180		AFTER SCHOOL ENRICHME... 03.20.2023 - CODING CLASS - ASE -...		2,982.00	
02278	Gardeners' Guild	03/23/2023	Regular	0.00	3,107.00	95673
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
111901	Invoice	03/23/2023	03.01.2023 - RED HILL MEDIAN - MARCH	0.00	2,074.00	
	01.81.61104		OUTSIDE SERVICES-GROU... 03.01.2023 - RED HILL MEDIAN - ...		2,074.00	
111958	Invoice	03/23/2023	03.03.2023 - IMAGINATION, TH, MAGNOLIA -...	0.00	1,033.00	
	01.81.61150		OUTSIDE SERVICES-OTHER 03.03.2023 - IMAGINATION, TH, ...		516.50	
	14.81.61150		OUTSIDE SERVICES-OTHER 03.03.2023 - IMAGINATION, TH, ...		516.50	
02917	Global Office	03/23/2023	Regular	0.00	2,707.16	95674
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
AR19593	Invoice	03/23/2023	03.09.2023 - COPIER CONTRACT - #CN1150-...	0.00	2,707.16	
	01.12.61402		COPY MACHINE LEASE 03.09.2023 - COPIER CONTRACT - ...		902.38	
	01.18.61402		COPY MACHINE LEASE 03.09.2023 - COPIER CONTRACT - ...		902.38	
	01.41.61402		COPY MACHINE LEASE 03.09.2023 - COPIER CONTRACT - ...		902.40	
03371	Golden State Lumber	03/23/2023	Regular	0.00	70.79	95675

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
6055501	Invoice	03/23/2023	02.27.2023 - HDG COIL SIDING - 1 BOX	0.00	70.79	
	01.81.61506		BLDG. MAINT-OTHER		70.79	
02606	Halleh Besharati	03/23/2023	Regular	0.00	1,785.00	95676
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009450	Invoice	03/23/2023	03.13.2023 - WORK DAY SEWING - WINTER ...	0.00	1,785.00	
	21.62.61175		KIDS CULTURE SERVICES		1,785.00	
02236	HooplaDigital	03/23/2023	Regular	0.00	710.69	95677
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
503440233	Invoice	03/23/2023	02.28.2023 - LIBRARY - DIGITAL AUDIBOOKS	0.00	710.69	
	27.71.62309		E BOOKS		710.69	
03124	ID Cards, Inc	03/23/2023	Regular	0.00	56.45	95678
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
134496	Invoice	03/23/2023	03.09.2023 - PVC CARDS - HOLOGRAM - QTY...	0.00	56.45	
	01.41.62200		DEPARTMENTAL SUPPLIES		56.45	
02444	Ingrid Pellegrini Imaz	03/23/2023	Regular	0.00	750.00	95679
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0048	Invoice	03/23/2023	03.14.2023 - SPANISH STORYTIME - JAN THR...	0.00	750.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM...		750.00	
00022	Jackson's Hardware Inc.	03/23/2023	Regular	0.00	513.45	95680
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
123540	Invoice	03/23/2023	02.10.2023 - DUTRO HANDTRUCK - QTY 2	0.00	513.45	
	01.42.62200		DEPARTMENTAL SUPPLIES		513.45	
03281	Jaime E. Valle	03/23/2023	Regular	0.00	5,280.00	95681
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SA-031723	Invoice	03/23/2023	03.18.2023 - PLAN CHECKING & INSPECTION...	0.00	5,280.00	
	01.41.61157		PLAN CHECKING		5,280.00	
01830	Janet Jacobs	03/23/2023	Regular	0.00	100.00	95682
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009455	Invoice	03/23/2023	03.16.2023 - LIBRARY - LANDSCAPE DRAWI...	0.00	100.00	
	01.71.61132		OUTSIDE SVCS-PROGRAM...		100.00	
03322	Juan Ladaverde	03/23/2023	Regular	0.00	2,802.18	95683
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009486	Invoice	03/23/2023	03.23.2023 - PAINTING SRVCS - 03.13.23 - 03...	0.00	2,802.18	
	01.81.61150		OUTSIDE SERVICES-OTHER		2,802.18	
00113	Juan Olsen Sanchez	03/23/2023	Regular	0.00	4,810.91	95684
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009451	Invoice	03/23/2023	03.13.2023 - GYMNASTICS - PAYMENT 1 - W...	0.00	4,810.91	
	21.61.61167		TUMBLING SERVICES		1,610.91	
	21.61.61167		TUMBLING SERVICES		3,200.00	
02558	Kanopy	03/23/2023	Regular	0.00	643.00	95685

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
340169-PPU	Invoice	03/23/2023	02.28.2023 - LIBRARY - VIDEOS	0.00	643.00	
27.71.62307			VIDEOS		643.00	
01280	Kripa N. Davis	03/23/2023	Regular	0.00	3,150.00	95686
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009484	Invoice	03/23/2023	03.20.2023 - CARPENTRY FOR KIDS - WINTER...	0.00	3,150.00	
21.62.61175			KIDS CULTURE SERVICES		3,150.00	
01280	Kripa N. Davis	03/23/2023	Regular	0.00	-3,150.00	95686
03410	Language and Cultural Center, Inc	03/23/2023	Regular	0.00	1,222.20	95687
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009488	Invoice	03/23/2023	03.23.2023 - TOT SPANISH CLASS - WINTER ...	0.00	1,222.20	
21.62.61175			KIDS CULTURE SERVICES		1,222.20	
03192	Language and Cultural Center, Inc.	03/23/2023	Regular	0.00	10,682.00	95688
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009480	Invoice	03/23/2023	03.20.2023 - SPANISH CLASSES - ASE - WINT...	0.00	10,682.00	
21.63.61180			AFTER SCHOOL ENRICHME...		1,435.00	
21.63.61180			AFTER SCHOOL ENRICHME...		875.00	
21.63.61180			AFTER SCHOOL ENRICHME...		2,292.50	
21.63.61180			AFTER SCHOOL ENRICHME...		1,575.00	
21.63.61180			AFTER SCHOOL ENRICHME...		1,925.00	
21.63.61180			AFTER SCHOOL ENRICHME...		1,732.50	
21.63.61180			AFTER SCHOOL ENRICHME...		847.00	
00691	League of California Cities	03/23/2023	Regular	0.00	300.00	95689
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV-02419	Invoice	03/23/2023	03.15.2023 - 2023 LOCAL STREETS - ASSESS...	0.00	300.00	
01.12.61302			DUES		300.00	
03407	Lefler Engineering, Inc	03/23/2023	Regular	0.00	3,191.25	95690
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
23006-47273	Invoice	03/23/2023	02.22.2023 - SA HVAC UPGRADE - LIBRARY	0.00	3,191.25	
45.41.63117			CONSTRUCTION - BUILDING..		3,191.25	
02579	LTS of Marin	03/23/2023	Regular	0.00	5,219.24	95691
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
1557	Invoice	03/23/2023	02.13.2023 - REPAIR & SERVICE - FLEET VEHI...	0.00	5,219.24	
01.41.61602			VEHICLE MAINTENANCE/R...		5,219.24	
00738	Marin County Registrar of Voters	03/23/2023	Regular	0.00	13,980.59	95692
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009456	Invoice	03/23/2023	03.16.2023 - GENERAL ELECTION - FEES - 11....	0.00	13,980.59	
01.11.61102			OUTSIDE SVCS-ELECTION		13,980.59	
00739	Marin Girls Softball	03/23/2023	Regular	0.00	10,360.00	95693
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009452	Invoice	03/23/2023	03.15.2023 - SOFTBALL SERVICES - 2023	0.00	10,360.00	
21.61.61165			SOFTBALL SERVICES		10,360.00	
00029	Marin IT	03/23/2023	Regular	0.00	60.00	95694

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
2023-24688	Invoice	03/23/2023	03.06.2023 - STREAMLINE IT - JAN THRU MA...	0.00	60.00	
	42.21.63003		COMPUTER HARDWARE/S...	03.06.2023 - STREAMLINE IT - JAN...	60.00	
00142	Marin Municipal Water District	03/23/2023	Regular	0.00	9,371.19	95695
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
073-03092023	Invoice	03/23/2023	073 - CENTER BLVD & FORREST - 01.06.23 - ...	0.00	86.63	
	01.81.61703		UTILITIES-WATER	073 - CENTER BLVD & FORREST - 0...	86.63	
119-03142023	Invoice	03/23/2023	119 - MULTIPLE - 01.11.2023.- 03.09.2023	0.00	2,165.31	
	01.81.61703		UTILITIES-WATER	119 - MULTIPLE - 01.11.2023.- 03....	2,165.31	
120-03142023	Invoice	03/23/2023	120- MULTIPLE - 01.11.2023 - 03.09.2023	0.00	3,992.40	
	01.81.61703		UTILITIES-WATER	120- MULTIPLE - 01.11.2023 - 03....	3,992.40	
152-03142023	Invoice	03/23/2023	152 - SAN FRANCISCO BLVD - 01.11.2023 - 03..	0.00	407.80	
	01.42.61703		UTILITIES-WATER	152 - SAN FRANCISCO BLVD - 01.1...	407.80	
216-03102023	Invoice	03/23/2023	216 - 239 CRESCENT RD - 01.07.2023 - 03.07...	0.00	357.45	
	01.81.61703		UTILITIES-WATER	216 - 239 CRESCENT RD - 01.07.2...	357.45	
495 - 03142023	Invoice	03/23/2023	495 - MAGNOLIA AVE - 01.11.2023 - 03.09.2...	0.00	86.63	
	01.42.61703		UTILITIES-WATER	495 - MAGNOLIA AVE - 01.11.2023..	86.63	
622-03142023	Invoice	03/23/2023	622 - IMAGINATION PARK - 01.11.2023 - 03....	0.00	86.63	
	14.81.61150		OUTSIDE SERVICES-OTHER	622 - IMAGINATION PARK - 01.11....	86.63	
623-03142023	Invoice	03/23/2023	623 - IMAGINATION PARK - 01.11.2023 - 03....	0.00	86.63	
	14.81.61150		OUTSIDE SERVICES-OTHER	623 - IMAGINATION PARK - 01.11....	86.63	
624-03142023	Invoice	03/23/2023	624 - IMAGINATION PARK - 01.11.2023 - 03....	0.00	86.63	
	14.81.61150		OUTSIDE SERVICES-OTHER	624 - IMAGINATION PARK - 01.11....	86.63	
665-03142023	Invoice	03/23/2023	665- SAN FRANCISCO BLVD - 01.11.2023 - 03...	0.00	332.76	
	01.42.61703		UTILITIES-WATER	665- SAN FRANCISCO BLVD - 01.11..	332.76	
752-03142023	Invoice	03/23/2023	752 - SUNNY HILLS - 01.11.2023 - 03.09.2023	0.00	505.49	
	01.81.61703		UTILITIES-WATER	752 - SUNNY HILLS - 01.11.2023 - ...	505.49	
761-03142023	Invoice	03/23/2023	761 - RED HILL & SEQUOIA - 01.11.2023 - 03....	0.00	185.63	
	01.81.61703		UTILITIES-WATER	761 - RED HILL & SEQUOIA - 01.11...	185.63	
808-03142023	Invoice	03/23/2023	808 - TH DEPTS - 01.11.2023 -03.09.2023	0.00	560.11	
	41.41.61701		UTILITIES	808 - TH DEPTS - 01.11.2023 -03.0...	560.11	
939-03142023	Invoice	03/23/2023	939- 634 SAN ANSELMO AVE - 01.11.2023 - ...	0.00	86.63	
	01.81.61703		UTILITIES-WATER	939- 634 SAN ANSELMO AVE - 01....	86.63	
943-03142023	Invoice	03/23/2023	943 - 237 CRESCENT RD - 01.11.2023 - 03.09...	0.00	344.46	
	01.81.61703		UTILITIES-WATER	943 - 237 CRESCENT RD - 01.11.2...	172.23	
	32.81.61703		UTILITIES-WATER	943 - 237 CRESCENT RD - 01.11.2...	172.23	
	Void	03/23/2023	Regular	0.00	0.00	95696
03343	Marina Landscape, Inc	03/23/2023	Regular	0.00	28,915.65	95697
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
452205-04	Invoice	03/23/2023	01.11.2023 - MEMORIAL PARK RENOVATION...	0.00	28,915.65	
	70.81.62999		MISCELLANEOUS EXPENSE	01.11.2023 - MEMORIAL PARK RE...	28,915.65	
00372	Miller Pacific	03/23/2023	Regular	0.00	6,931.20	95698
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name	Item Description	Distribution Amount	
25737	Invoice	03/23/2023	03.08.2023 - 677 REDWOOD RD - LANDSLIDE...	0.00	6,931.20	
	01.41.61150		OUTSIDE SERVICES-OTHER	03.08.2023 - 677 REDWOOD RD - ...	6,931.20	
00118	North Bay Lighting & Electrical Supply	03/23/2023	Regular	0.00	91.77	95699

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
70246	Invoice	03/23/2023	02.14.2023 - NON DIM 4 PK - 100 WATT - RE...	0.00	91.77	
	34.41.61506		BLDG. MAINT-OTHER		91.77	
00160	OCLC	03/23/2023	Regular	0.00	23.96	95700
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1000291389	Invoice	03/23/2023	03.01.2023 - CATALOGING & META DATA - 2...	0.00	23.96	
	01.71.61150		OUTSIDE SERVICES-OTHER		23.96	
03211	ODP Business Solutions LLC	03/23/2023	Regular	0.00	667.96	95701
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
301550117001	Invoice	03/23/2023	03.03.2023 - LIBRARY - OFFICE SUPPLIES - M...	0.00	511.33	
	27.71.62200		DEPARTMENTAL SUPPLIES		511.33	
304246228001	Invoice	03/23/2023	03.16.2023 - OFFICE SUPPLIES - ADMIN - MA...	0.00	156.63	
	01.12.62000		OFFICE SUPPLIES		156.63	
00283	One on One Basketball	03/23/2023	Regular	0.00	4,423.25	95702
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009481	Invoice	03/23/2023	03.20.2023 - SPORTS CLASSES - ASE - WINT...	0.00	4,423.25	
	21.63.61180		AFTER SCHOOL ENRICHME...		1,575.60	
	21.63.61180		AFTER SCHOOL ENRICHME...		1,387.10	
	21.63.61180		AFTER SCHOOL ENRICHME...		1,460.55	
00128	Pacific Gas & Electric	03/23/2023	Regular	0.00	824.38	95703
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
146-03142023	Invoice	03/23/2023	146 - EV CHARGING STATION - 02.06.23 - 03...	0.00	377.32	
	13.42.61114		OUTSIDE SRV: PARKING M...		377.32	
216-03142023	Invoice	03/23/2023	216 - IMAGINATION PARK - 02.06.2023 - 03....	0.00	134.36	
	14.81.61701		UTILITIES-ELECTRICITY		134.36	
355-03132023	Invoice	03/23/2023	355 - CORPYARD UTILITIES - 02.03.23 - 03.06...	0.00	312.70	
	41.41.61701		UTILITIES		312.70	
00165	Pacific Telemanagement Services - PTS	03/23/2023	Regular	0.00	53.00	95704
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2102874	Invoice	03/23/2023	03.09.2023 - TH PAYPHONE - 04.01.2023 - 04..	0.00	53.00	
	01.21.61150		OUTSIDE SERVICES-OTHER		53.00	
00166	Parisi Transportation Consulting	03/23/2023	Regular	0.00	4,380.67	95705
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
19393	Invoice	03/23/2023	03.08.2023 - PREPARED FINAL REPORT- HUB...	0.00	4,380.67	
	14.41.63101		CAPITAL OUTLAY - PAVING...		3,878.21	
	19.41.61101		OUTSIDE SERVICES-PROF F...		502.46	
02554	Parkmobile LLC	03/23/2023	Regular	0.00	250.00	95706
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV32512	Invoice	03/23/2023	02.28.2023 - END USER FEES - FEB 2023	0.00	250.00	
	13.42.61114		OUTSIDE SRV: PARKING M...		250.00	
03397	Patrick O' Neill	03/23/2023	Regular	0.00	10,973.40	95707

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
6001	Invoice	03/23/2023	03.02.2023 - TH TRELLIS - REPAIR/REPLACE -...	0.00	10,973.40	
	10.42.63100		CAPITAL OUTLAY - CONST...		10,973.40	
00893	Perfect Timing Personnel Services, Inc.	03/23/2023	Regular	0.00	1,272.18	95708
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
51753	Invoice	03/23/2023	03.13.2023 - ADMIN SUPPORT - 27 HRS - REC..	0.00	1,272.18	
	01.82.60010		TEMPORARY HELP		1,017.74	
	21.65.60010		TEMPORARY HELP		254.44	
03408	Quattro Solar	03/23/2023	Regular	0.00	7,000.00	95709
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009478	Invoice	03/23/2023	03.02.2023 - INVERTERS - INSTALLATION - 2 -...	0.00	7,000.00	
	10.32.63100		CAPITAL OUTLAY - fire dept		7,000.00	
01226	Robyn Clifford - Petty Cash, Town of San Anselmo	03/23/2023	Regular	0.00	139.68	95710
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009476	Invoice	03/23/2023	03.21.2023 - PETTY CASH - RECREATION DEP...	0.00	139.68	
	21.64.61185		SPECIAL EVENT EXPENSE		25.00	
	21.64.61185		SPECIAL EVENT EXPENSE		114.68	
00181	Ross Valley Fire Department	03/23/2023	Regular	0.00	19,717.14	95711
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
20221231SAQ2	Invoice	03/23/2023	03.21.2023 - EMERGENCY PREP COORD - Q2 ...	0.00	9,819.36	
	35.41.61150		OUTSIDE SERVICES-OTHER		9,819.36	
INV0009458	Invoice	03/23/2023	03.16.2023 - RVFD - FEES COLLECTED - FEBR...	0.00	9,897.78	
	01.00.20354		DUE TO ROSS VALLEY FIRE ...		9,897.78	
03402	San Anselmo Open Space Committee	03/23/2023	Regular	0.00	5,000.00	95712
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009457	Invoice	03/23/2023	03.17.2023 - REIMBURSEMENT - DONATION ...	0.00	5,000.00	
	01.00.49012		OTHER MISC REVENUE		5,000.00	
01563	SCA	03/23/2023	Regular	0.00	13,719.83	95713
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
23000182	Invoice	03/23/2023	01.15.2023 - RESIDENTIAL STREET SWEEPING..	0.00	13,719.83	
	01.42.61135		STREET SWEEPING		13,719.83	
03403	Semper Solaris	03/23/2023	Regular	0.00	465.45	95714
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
WEB5027	Invoice	03/23/2023	01.04.2023 - 15 WELLINGTON AVE - PERMIT ...	0.00	465.45	
	01.00.20310		BUILDING: STATE GREEN B...		2.00	
	01.00.20313		PLAN STORAGE FEE		56.00	
	01.00.42001		BUSINESS LICENSE TAX		16.45	
	01.00.42201		CONSTR: PLAN CHECK		201.00	
	01.00.42202		CONSTR: BUILDING PERMIT		33.00	
	01.00.42204		CONSTR: ELECTRICAL PERM..		157.00	
01359	Siegfried Engineering Inc	03/23/2023	Regular	0.00	36,128.00	95715

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
45102	Invoice	03/23/2023	03.13.2023 - MEETING & COORD - 2023 PAV...	0.00	36,128.00	
	19.41.63109		UNPROGRAMMED RESURF...		36,128.00	
00024	T & B Sports Inc	03/23/2023	Regular	0.00	53.21	95716
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0000148516	Invoice	03/23/2023	02.23.2023 - SOFTBALL LINEUP CARDS - QTY...	0.00	53.21	
	21.61.61165		SOFTBALL SERVICES		53.21	
00130	Terminix Processing Center	03/23/2023	Regular	0.00	88.00	95717
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
430952848	Invoice	03/23/2023	03.07.2023 - TH PEST CONTROL - MARCH	0.00	88.00	
	01.41.61506		BLDG. MAINT-OTHER		88.00	
03207	Toni DeFrancis	03/23/2023	Regular	0.00	420.00	95718
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2023-PC36	Invoice	03/23/2023	03.11.2023 - TRANSCRIPTION - PLANNING - 5..	0.00	220.00	
	01.18.61150		OUTSIDE SERVICES-OTHER		220.00	
2023-TC228	Invoice	03/23/2023	03.06.2023 - TRANSCRIPTION SRVCS - 5 HRS -..	0.00	200.00	
	01.12.61150		OUTSIDE SERVICES-OTHER		200.00	
03094	TRC Companies	03/23/2023	Regular	0.00	1,782.00	95719
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
39722	Invoice	03/23/2023	03.08.2023 - CONSTRUCTION INSPECTOR -B...	0.00	1,782.00	
	01.41.61150		OUTSIDE SERVICES-OTHER		1,782.00	
00384	Van Midde & Son Concrete	03/23/2023	Regular	0.00	11,000.00	95720
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14288	Invoice	03/23/2023	02.24.2023 - 216 & 219 LAUREL - CATCH BAS...	0.00	11,000.00	
	19.41.63113		UNPROGRAMMED DRAIN...		11,000.00	
00391	Verizon Wireless	03/23/2023	Regular	0.00	848.62	95721
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9930002346	Invoice	03/23/2023	03.12.20.23 - TH WIRELESS - 02.13.23 - 03.12..	0.00	848.62	
	01.12.61705		UTILITIES-TELEPHONE		50.58	
	01.18.61705		UTILITIES-TELEPHONE		38.01	
	01.41.61705		UTILITIES-TELEPHONE		396.37	
	01.42.61705		UTILITIES-TELEPHONE		261.20	
	21.63.61179		PARKSIDE SERVICES		51.23	
	21.63.61187		ROBSON AFTER SCHOOL S...		51.23	
03401	Vincent Lin	03/23/2023	Regular	0.00	67.00	95722
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0009449	Invoice	03/23/2023	03.13.2023 - REIMBURSEMENT - LIVESCAN -...	0.00	67.00	
	21.65.61806		MISC HIRING EXPENSES		67.00	
00226	Wedge Roofing Inc	03/23/2023	Regular	0.00	4,170.00	95723
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
18754	Invoice	03/23/2023	03.08.2023 - EMERGENCY REPAIR - FOLLOW...	0.00	4,170.00	
	01.41.61506		BLDG. MAINT-OTHER		4,170.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
02905	Wells Fargo Vendor Financial Services, LLC	03/23/2023	Regular	0.00	920.77	95724
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
5024275888	Invoice	03/23/2023	03.10.2023 - COPIER LEASE - 03.07.23 - 04.06..	0.00	920.77	
42.21.63003	COMPUTER HARDWARE/S...	03.10.2023 - COPIER LEASE - 03.07..	920.77			
01280	Kripa N. Davis	03/24/2023	Regular	0.00	3,150.00	95725
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009484	Invoice	03/23/2023	03.20.2023 - CARPENTRY FOR KIDS - WINTER...	0.00	3,150.00	
21.62.61175	KIDS CULTURE SERVICES	03.20.2023 - CARPENTRY FOR KIDS..	3,150.00			
00362	Town of San Anselmo	03/03/2023	Bank Draft	0.00	233,261.04	DFT04197
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009361	Invoice	03/03/2023	3-15-2023 TSA To Fund Payroll	0.00	233,261.04	
01.00.20299	PAYROLL PAYABLE	3-15-2023 TSA To Fund Payroll	168,804.68			
01.00.20299	PAYROLL PAYABLE	3-15-2023 TSA To Fund Payroll	3,811.99			
01.00.20299	PAYROLL PAYABLE	3-15-2023 TSA To Fund Payroll	-1,010.42			
12.00.20299	PAYROLL PAYABLE	3-15-2023 TSA To Fund Payroll	8,764.84			
12.00.20299	PAYROLL PAYABLE	3-15-2023 TSA To Fund Payroll	-82.50			
19.00.20299	PAYROLL PAYABLE	3-15-2023 TSA To Fund Payroll	9,373.28			
21.00.20299	PAYROLL PAYABLE	3-15-2023 TSA To Fund Payroll	28,292.07			
21.00.20299	PAYROLL PAYABLE	3-15-2023 TSA To Fund Payroll	-238.33			
27.00.20299	PAYROLL PAYABLE	3-15-2023 TSA To Fund Payroll	15,545.43			
01281	Payroll Resources Group	03/10/2023	Bank Draft	0.00	85.00	DFT04306
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
12601	Invoice	03/10/2023	March 2023 S125 Processing	0.00	85.00	
01.12.61107	OUTSIDE SVCS-ACCOUNTI...	March 2023 S125 Processing	85.00			
00402	US Bank	03/15/2023	Bank Draft	0.00	20,196.73	DFT04307
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009287	Invoice	02/22/2023	01.30.2023 - CLIFFORD - UPS STORE - POSTA...	0.00	34.91	
01.12.62003	POSTAGE	01.30.2023 - CLIFFORD - UPS STO...	34.91			
INV0009288	Invoice	02/22/2023	02.02.2023 - CLIFFORD VISTA PRINT - DPW ...	0.00	101.68	
01.41.62200	DEPARTMENTAL SUPPLIES	02.02.2023 - CLIFFORD VISTA PRI...	101.68			
INV0009289	Invoice	02/22/2023	02.05.2023 - CLIFFORD - AMAZON - MONIT...	0.00	326.87	
42.21.63003	COMPUTER HARDWARE/S...	02.05.2023 - CLIFFORD - AMAZON ..	326.87			
INV0009290	Invoice	02/22/2023	02.07.2023 - CLIFFORD - ADOBE - SUBSCRIPT...	0.00	191.66	
01.41.61806	MISC HIRING EXPENSES	02.07.2023 - CLIFFORD - ADOBE - ...	516.82			
01.41.62000	OFFICE SUPPLIES	02.07.2023 - CLIFFORD - ADOBE - ...	-325.16			
INV0009291	Invoice	02/22/2023	02.10.2023 - CLIFFORD - AMAZON - TAX FO...	0.00	11.27	
01.12.62000	OFFICE SUPPLIES	02.10.2023 - CLIFFORD - AMAZON ..	11.27			
INV0009292	Invoice	02/22/2023	02.14.2023 - CLIFFORD - FEDEX - POSTAGE	0.00	11.30	
21.65.62004	PROGRAM BROCHURE & ...	02.14.2023 - CLIFFORD - FEDEX - ...	11.30			
INV0009293	Invoice	02/22/2023	02.14.2023 - CLIFFORD - T2 - PARKING METE...	0.00	4.50	
13.42.61114	OUTSIDE SRV: PARKING M...	02.14.2023 - CLIFFORD - T2 - PARK...	4.50			
INV0009294	Invoice	02/22/2023	02.15.2023 - CLIFFORD - AMAZON - MONIT...	0.00	347.98	
42.21.63003	COMPUTER HARDWARE/S...	02.15.2023 - CLIFFORD - AMAZON ..	347.98			
INV0009295	Invoice	02/22/2023	02.14.2023 - CLIFFORD - COMFORTS - COUCI...	0.00	32.85	
01.11.62200	DEPARTMENTAL SUPPLIES	02.14.2023 - CLIFFORD - COMFOR...	32.85			
INV0009296	Invoice	02/22/2023	02.16.2023 - CLIFFORD - AMAZON - BATTERI...	0.00	13.69	
01.12.62000	OFFICE SUPPLIES	02.16.2023 - CLIFFORD - AMAZON ..	13.69			
INV0009297	Invoice	02/22/2023	02.16.2023 - CLIFFORD - CALBO - JOB POSTI...	0.00	30.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.41.61806	MISC HIRING EXPENSES	02.16.2023 - CLIFFORD - CALBO - ...		30.00	
INV0009298	Invoice	02/22/2023	02.16.2023 - CLIFFORD - CALBO - JOB POSTI...	0.00	30.00	
	01.41.61806	MISC HIRING EXPENSES	02.16.2023 - CLIFFORD - CALBO - ...		30.00	
INV0009299	Invoice	02/22/2023	02.20.2023 - CLIFFORD - BLINDS.COM - BLIN...	0.00	27.11	
	01.12.62000	OFFICE SUPPLIES	02.20.2023 - CLIFFORD - BLINDS....		27.11	
INV0009300	Invoice	02/22/2023	01.24.2023 - DOBRONYI - AMAZON - COMP...	0.00	34.77	
	01.41.62000	OFFICE SUPPLIES	01.24.2023 - DOBRONYI - AMAZO...		34.77	
INV0009301	Invoice	02/22/2023	01.23.2023 - DOBRONYI - CCSF - GIS COURSE	0.00	29.00	
	01.41.61000	TRAINING	01.23.2023 - DOBRONYI - CCSF - G...		29.00	
INV0009302	Invoice	02/22/2023	01.24.2023 - DOBRONYI - AMAZON - GIS TEX...	0.00	66.95	
	01.41.61000	TRAINING	01.24.2023 - DOBRONYI - AMAZO...		66.95	
INV0009303	Invoice	02/22/2023	01.25.2023 - DOBRONYI - AMAZON - COPY P...	0.00	149.98	
	01.41.62000	OFFICE SUPPLIES	01.25.2023 - DOBRONYI - AMAZO...		149.98	
INV0009304	Invoice	02/22/2023	01.26.2023 - DOBRONYI - AMAZON - CHAIR L...	0.00	325.16	
	01.41.62000	OFFICE SUPPLIES	01.26.2023 - DOBRONYI - AMAZO...		325.16	
INV0009305	Invoice	02/22/2023	01.28.2023 - DOBRONYI - AMAZON - STAPLES	0.00	5.98	
	01.41.62000	OFFICE SUPPLIES	01.28.2023 - DOBRONYI - AMAZO...		5.98	
INV0009306	Invoice	02/22/2023	01.28.2023 - DOBRONYI - AMAZON - STAPLE...	0.00	140.84	
	01.41.62000	OFFICE SUPPLIES	01.28.2023 - DOBRONYI - AMAZO...		140.84	
INV0009307	Invoice	02/22/2023	02.01.2023 - DOBRONYI - AMAZON - PHONE...	0.00	42.01	
	01.41.62000	OFFICE SUPPLIES	02.01.2023 - DOBRONYI - AMAZO...		42.01	
INV0009308	Invoice	02/22/2023	02.08.2023 - DOBRONYI - AMAZON - PHONE...	0.00	43.49	
	01.41.62200	DEPARTMENTAL SUPPLIES	02.08.2023 - DOBRONYI - AMAZO...		43.49	
INV0009309	Invoice	02/22/2023	02.15.2023 - DOBRONYI - APPLE - PHONE CA...	0.00	43.45	
	01.41.62000	OFFICE SUPPLIES	02.15.2023 - DOBRONYI - APPLE - ...		43.45	
INV0009310	Invoice	02/22/2023	02.17.2023 - DOBRONYI - AMAZON - PENS	0.00	47.92	
	01.41.62000	OFFICE SUPPLIES	02.17.2023 - DOBRONYI - AMAZO...		47.92	
INV0009311	Invoice	02/22/2023	02.19.2023 - DOBRONYI - AMAZON - PHONE...	0.00	84.83	
	01.41.62200	DEPARTMENTAL SUPPLIES	02.19.2023 - DOBRONYI - AMAZO...		84.83	
INV0009312	Invoice	02/22/2023	02.20.2023 - DOBRONYI - AMAZON - ADVIL	0.00	23.27	
	01.41.62200	DEPARTMENTAL SUPPLIES	02.20.2023 - DOBRONYI - AMAZO...		23.27	
INV0009313	Invoice	02/22/2023	02.21.2023 - DOBRONYI - AMAZON - PHONE...	0.00	37.92	
	01.41.62200	DEPARTMENTAL SUPPLIES	02.21.2023 - DOBRONYI - AMAZO...		37.92	
INV0009314	Invoice	02/22/2023	01.26.2023 - WASKEY - ALA - WEBINARS	0.00	158.00	
	01.71.61000	TRAINING	01.26.2023 - WASKEY - ALA - WEB...		158.00	
INV0009315	Invoice	02/22/2023	01.27.2023 - WASKEY - ANDRONICOS - BOO...	0.00	14.98	
	01.71.61132	OUTSIDE SVCS-PROGRAM...	01.27.2023 - WASKEY - ANDRONI...		14.98	
INV0009316	Invoice	02/22/2023	02.07.2023 - WASKEY - AMAZON - BUBBLE ...	0.00	32.61	
	01.71.62200	DEPARTMENTAL SUPPLIES	02.07.2023 - WASKEY - AMAZON - ...		32.61	
INV0009317	Invoice	02/22/2023	02.10.2023 - WASKEY - STEFANOS PIZZA - TE...	0.00	24.51	
	01.71.61132	OUTSIDE SVCS-PROGRAM...	02.10.2023 - WASKEY - STEFANOS...		24.51	
INV0009318	Invoice	02/22/2023	02.10.2023 - WASKEY - COPPERFIELDS - TEEN..	0.00	89.15	
	01.71.61132	OUTSIDE SVCS-PROGRAM...	02.10.2023 - WASKEY - COPPERFIE...		89.15	
INV0009319	Invoice	02/22/2023	02.13.2023 - WASKEY - SAFEWAY - DOUGH ...	0.00	19.98	
	01.71.61132	OUTSIDE SVCS-PROGRAM...	02.13.2023 - WASKEY - SAFEWAY - ...		19.98	
INV0009320	Invoice	02/22/2023	02.15.2023 - WASKEY - ANDRONICOS - CAN...	0.00	12.48	
	01.71.61132	OUTSIDE SVCS-PROGRAM...	02.15.2023 - WASKEY - ANDRONI...		12.48	
INV0009321	Invoice	02/22/2023	02.16.2023 - WASKEY - LOTUS MARKET - SN...	0.00	5.99	
	01.71.61132	OUTSIDE SVCS-PROGRAM...	02.16.2023 - WASKEY - LOTUS MA...		5.99	
INV0009322	Invoice	02/22/2023	01.27.2023 - KENTON - SKYWALK VINEYARD -..	0.00	54.13	
	01.71.62301	ADULT BOOKS	01.27.2023 - KENTON - SKYWALK ...		54.13	
INV0009323	Invoice	02/22/2023	01.26.2023 - KENTON - ANDRONICOS - CHO...	0.00	29.94	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.21.62202	EMPLOYEE RECOG SUPPLIES	01.26.2023 - KENTON - ANDRONI...		29.94	
INV0009324	Invoice	02/22/2023	01.28.2023 - KENTON - ERAC TOLL - TOLL CH...	0.00	11.95	
	01.11.61000	TRAINING	01.28.2023 - KENTON - ERAC TOLL...		11.95	
INV0009325	Invoice	02/22/2023	02.09.2023 - KENTON - ATLANTIC MO - SUB...	0.00	69.99	
	01.71.62305	MAGAZINES AND NEWSPA...	02.09.2023 - KENTON - ATLANTIC...		69.99	
INV0009363	Invoice	02/22/2023	01.24.2023 - AVILA - COMFORTS - TC FINGER...	0.00	49.50	
	01.11.62200	DEPARTMENTAL SUPPLIES	01.24.2023 - AVILA - COMFORTS - ...		49.50	
INV0009364	Invoice	02/22/2023	01.24.2023 - AVILA - COMFORTS - TC FINGER...	0.00	38.58	
	01.11.62200	DEPARTMENTAL SUPPLIES	01.24.2023 - AVILA - COMFORTS - ...		38.58	
INV0009365	Invoice	02/22/2023	02.13.2023 - AVILA - SIMPLY STAMPS - OFFI...	0.00	149.04	
	01.11.62200	DEPARTMENTAL SUPPLIES	02.13.2023 - AVILA - SIMPLY STA...		149.04	
INV0009366	Invoice	02/22/2023	02.14.2023 - AVILA - BOLINAS MARKET - TC ...	0.00	12.44	
	01.11.62200	DEPARTMENTAL SUPPLIES	02.14.2023 - AVILA - BOLINAS MA...		12.44	
INV0009367	Invoice	02/22/2023	02.15.2023 - AVILA - WHOLE FOODS - TC FO...	0.00	99.99	
	01.11.62200	DEPARTMENTAL SUPPLIES	02.15.2023 - AVILA - WHOLE FOO...		99.99	
INV0009368	Invoice	02/22/2023	02.15.2023 - HEALY - MISSOURI TURK PAINT ...	0.00	258.26	
	01.42.62905	SUPPLIES-GROUNDS	02.15.2023 - HEALY - MISSOURI T...		258.26	
INV0009369	Invoice	02/22/2023	02.17.2023 - HEALY - PRACTICE SPORTS - BA...	0.00	1,401.24	
	01.42.62905	SUPPLIES-GROUNDS	02.17.2023 - HEALY - PRACTICE S...		1,401.24	
INV0009370	Invoice	02/22/2023	01.30.2023 - SHAW - SENESTEC - RAT CONT...	0.00	1,684.53	
	01.81.62200	DEPARTMENTAL SUPPLIES	01.30.2023 - SHAW - SENESTEC - ...		1,684.53	
INV0009371	Invoice	02/22/2023	02.13.2023 - SHAW - SHELL - PROPANE	0.00	29.04	
	01.42.62988	VEHICLE-FUEL/OIL/TIRES	02.13.2023 - SHAW - SHELL - PRO...		29.04	
INV0009372	Invoice	02/22/2023	02.16.2023 - SHAW - AMAZON - HAND SANIT..	0.00	78.63	
	01.42.62200	DEPARTMENTAL SUPPLIES	02.16.2023 - SHAW - AMAZON - H...		78.63	
INV0009373	Invoice	02/22/2023	02.18.2023 - SHAW - AMAZON - ZIP TIES	0.00	129.87	
	01.42.62200	DEPARTMENTAL SUPPLIES	02.18.2023 - SHAW - AMAZON - Z...		129.87	
INV0009374	Invoice	02/22/2023	02.17.2023 - SHAW - AMAZON - BASEBALL B...	0.00	1,038.20	
	01.81.62200	DEPARTMENTAL SUPPLIES	02.17.2023 - SHAW - AMAZON - B...		1,038.20	
INV0009375	Invoice	02/22/2023	02.17.2023 - SHAW - AMAZON - BASEBALL B...	0.00	519.10	
	01.81.62200	DEPARTMENTAL SUPPLIES	02.17.2023 - SHAW - AMAZON - B...		519.10	
INV0009376	Invoice	02/22/2023	02.20.2023 - SHAW - AMAZON - BASEBALL B...	0.00	460.08	
	01.81.62200	DEPARTMENTAL SUPPLIES	02.20.2023 - SHAW - AMAZON - B...		460.08	
INV0009377	Invoice	02/22/2023	01.26.2023 - MIHAN - SAFEWAY - BAGS	0.00	6.00	
	21.61.61160	BASEBALL EXPENSES	01.26.2023 - MIHAN - SAFEWAY - ...		6.00	
INV0009378	Invoice	02/22/2023	01.27.2023 - MIHAN - WALGREENS - PADLO...	0.00	10.32	
	21.61.61160	BASEBALL EXPENSES	01.27.2023 - MIHAN - WALGREEN...		10.32	
INV0009379	Invoice	02/22/2023	02.03.2023 - MIHAN - ACE HARDWARE - BU...	0.00	43.65	
	21.61.61160	BASEBALL EXPENSES	02.03.2023 - MIHAN - ACE HARD...		43.65	
INV0009380	Invoice	02/22/2023	02.03.2023 - MIHAN - SURVEY MONKEY - SU...	0.00	99.00	
	21.61.61160	BASEBALL EXPENSES	02.03.2023 - MIHAN - SURVEY M...		99.00	
INV0009381	Invoice	02/22/2023	02.09.2023 - MIHAN - AMAZON - MASKS	0.00	337.60	
	21.61.61160	BASEBALL EXPENSES	02.09.2023 - MIHAN - AMAZON - ...		337.60	
INV0009382	Invoice	02/22/2023	02.16.2023 - MIHAN - ACE HARDWARE - BU...	0.00	43.65	
	21.61.61160	BASEBALL EXPENSES	02.16.2023 - MIHAN - ACE HARD...		43.65	
INV0009383	Invoice	02/22/2023	02.17.2023 - MIHAN - AMAZON - BATS	0.00	60.49	
	21.61.61160	BASEBALL EXPENSES	02.17.2023 - MIHAN - AMAZON - ...		60.49	
INV0009384	Invoice	02/22/2023	01.23.2023 - JONES - AMAZON - CHANGING ...	0.00	61.98	
	21.63.62979	PARKSIDE SUPPLIES	01.23.2023 - JONES - AMAZON - C...		61.98	
INV0009385	Invoice	02/22/2023	01.23.2023 - JONES - AMAZON - GLOVES	0.00	32.56	
	21.63.62979	PARKSIDE SUPPLIES	01.23.2023 - JONES - AMAZON - G...		32.56	
INV0009386	Invoice	02/22/2023	01.23.2023 - JONES - AMAZON - GLOVES	0.00	32.52	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	21.63.62979	PARKSIDE SUPPLIES	01.23.2023 - JONES - AMAZON - G...		32.52	
INV0009387	Invoice	02/22/2023	01.25.2023 - JONES - PAYPAL - MINI & MIGH...	0.00	350.00	
	21.63.61179	PARKSIDE SERVICES	01.25.2023 - JONES - PAYPAL - MI...		175.00	
	21.63.61184	CAMP KIDMARIN MIGHTY ...	01.25.2023 - JONES - PAYPAL - MI...		175.00	
INV0009388	Invoice	02/22/2023	02.02.2023 - JONES - AMAZON - STICKERS	0.00	13.90	
	21.63.62979	PARKSIDE SUPPLIES	02.02.2023 - JONES - AMAZON - S...		13.90	
INV0009389	Invoice	02/22/2023	02.08.2023 - JONES - AMAZON - VDAY BOO...	0.00	9.78	
	21.63.62979	PARKSIDE SUPPLIES	02.08.2023 - JONES - AMAZON - V...		9.78	
INV0009390	Invoice	02/22/2023	02.08.2023 - JONES - AMAZON - VDAY SUPPL...	0.00	118.11	
	21.63.62979	PARKSIDE SUPPLIES	02.08.2023 - JONES - AMAZON - V...		118.11	
INV0009391	Invoice	02/22/2023	02.12.2023 - JONES - AMAZON - BUNNY BE...	0.00	52.16	
	21.63.62979	PARKSIDE SUPPLIES	02.12.2023 - JONES - AMAZON - B...		52.16	
INV0009392	Invoice	02/22/2023	02.14.2023 - JONES - AMAZON - STAR OF TH...	0.00	215.25	
	21.63.62979	PARKSIDE SUPPLIES	02.14.2023 - JONES - AMAZON - S...		215.25	
INV0009393	Invoice	02/22/2023	02.15.2023 - JONES - AMAZON - START OF T...	0.00	13.91	
	21.63.62979	PARKSIDE SUPPLIES	02.15.2023 - JONES - AMAZON - S...		13.91	
INV0009394	Invoice	02/22/2023	01.25.2023 - O'GRADY - AMAZON - ROBSON ...	0.00	16.15	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.25.2023 - O'GRADY - AMAZON - ..		16.15	
INV0009395	Invoice	02/22/2023	01.26.2023 - O'GRADY - AMAZON - ROBSON ...	0.00	434.96	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.26.2023 - O'GRADY - AMAZON - ..		434.96	
INV0009396	Invoice	02/22/2023	01.26.2023 - O'GRADY - AMAZON - ROBSON ...	0.00	45.92	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.26.2023 - O'GRADY - AMAZON - ..		45.92	
INV0009397	Invoice	02/22/2023	01.29.2023 - O'GRADY - AMAZON - ROBSON ...	0.00	43.26	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.29.2023 - O'GRADY - AMAZON - ..		43.26	
INV0009398	Invoice	02/22/2023	01.29.2023 - O'GRADY - AMAZON - ROBSON ...	0.00	125.01	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.29.2023 - O'GRADY - AMAZON - ..		125.01	
INV0009399	Invoice	02/22/2023	01.29.2023 - O'GRADY - AMAZON - ROBSON ...	0.00	333.91	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.29.2023 - O'GRADY - AMAZON - ..		333.91	
INV0009400	Invoice	02/22/2023	01.30.2023 - O'GRADY - COMCAST - ROBSON...	0.00	93.65	
	21.63.61187	ROBSON AFTER SCHOOL S...	01.30.2023 - O'GRADY - COMCAST...		93.65	
INV0009401	Invoice	02/22/2023	01.30.2023 - O'GRADY - AMAZON - CAMP KI...	0.00	38.03	
	21.63.62984	CAMP KIDMARIN MIGHTY ...	01.30.2023 - O'GRADY - AMAZON - ..		44.54	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.30.2023 - O'GRADY - AMAZON - ..		-1.63	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.30.2023 - O'GRADY - AMAZON - ..		-3.25	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.30.2023 - O'GRADY - AMAZON - ..		-1.63	
INV0009402	Invoice	02/22/2023	01.30.2023 - O'GRADY - SAFEWAY - ROBSON...	0.00	56.63	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.30.2023 - O'GRADY - SAFEWAY ..		56.63	
INV0009403	Invoice	02/22/2023	01.31.2023 - O'GRADY - AMAZON - ROBSON ...	0.00	76.14	
	21.63.62987	ROBSON AFTER SCHOOL S...	01.31.2023 - O'GRADY - AMAZON - ..		76.14	
INV0009404	Invoice	02/22/2023	02.01.2023 - O'GRADY - INDEED - JOB POSTI...	0.00	323.00	
	21.65.61806	MISC HIRING EXPENSES	02.01.2023 - O'GRADY - INDEED - ...		323.00	
INV0009405	Invoice	02/22/2023	02.01.2023 - O'GRADY - ORIENTAL TRADING - ..	0.00	31.44	
	21.63.62984	CAMP KIDMARIN MIGHTY ...	02.01.2023 - O'GRADY - ORIENTAL...		31.44	
INV0009406	Invoice	02/22/2023	02.01.2023 - O'GRADY - ORIENTAL TRADING - ..	0.00	637.50	
	21.63.62984	CAMP KIDMARIN MIGHTY ...	02.01.2023 - O'GRADY - ORIENTAL...		637.50	
INV0009407	Invoice	02/22/2023	02.03.2023 - O'GRADY - AMAZON - ROBSON ...	0.00	569.90	
	21.63.62987	ROBSON AFTER SCHOOL S...	02.03.2023 - O'GRADY - AMAZON - ..		569.90	
INV0009408	Invoice	02/22/2023	02.07.2023 - O'GRADY - CPRS - BANQUET IN...	0.00	55.00	
	21.65.61302	DUES	02.07.2023 - O'GRADY - CPRS - B...		55.00	
INV0009409	Invoice	02/22/2023	02.10.2023 - O'GRADY - SEESAW - ROBSON ...	0.00	139.20	
	21.63.62987	ROBSON AFTER SCHOOL S...	02.10.2023 - O'GRADY - SEESAW - ...		139.20	
INV0009410	Invoice	02/22/2023	02.11.2023 - O'GRADY - AMAZON - PORTABL...	0.00	299.05	

Check Report

ITEM 1.2 - ATTACHMENT 1

Date Range: 03/01/2023 - 03/31/2023

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	21.65.62200	DEPARTMENTAL SUPPLIES	02.11.2023 - O'GRADY - AMAZON - ..		299.05	
INV0009411	Invoice	02/22/2023	02.13.2023 - O'GRADY - UNITED - ROBSON S...	0.00	26.65	
	21.63.62987	ROBSON AFTER SCHOOL S...	02.13.2023 - O'GRADY - UNITED - ...		26.65	
INV0009412	Invoice	02/22/2023	02.14.2023 - O'GRADY - BARTONS - ROBSON...	0.00	17.80	
	21.63.62987	ROBSON AFTER SCHOOL S...	02.14.2023 - O'GRADY - BARTONS ...		17.80	
INV0009413	Invoice	02/22/2023	02.14.2023 - O'GRADY - ANDRONICOS - ROB...	0.00	79.02	
	21.63.62987	ROBSON AFTER SCHOOL S...	02.14.2023 - O'GRADY - ANDRONI...		79.02	
INV0009414	Invoice	02/22/2023	02.19.2023 - O'GRADY - AMAZON - CLEANIN...	0.00	33.69	
	21.65.62200	DEPARTMENTAL SUPPLIES	02.19.2023 - O'GRADY - AMAZON - ..		33.69	
INV0009415	Invoice	02/22/2023	02.20.2023 - O'GRADY - AMAZON - CLEANIN...	0.00	47.50	
	21.65.62200	DEPARTMENTAL SUPPLIES	02.20.2023 - O'GRADY - AMAZON - ..		47.50	
INV0009416	Invoice	02/22/2023	02.21.2023 - O'GRADY - SERENA & LILY - FU...	0.00	654.84	
	21.65.62200	DEPARTMENTAL SUPPLIES	02.21.2023 - O'GRADY - SERENA &...		654.84	
INV0009417	Invoice	02/22/2023	01.30.2023 - MAUK - ADOBE - SUBSCRIPTION	0.00	9.99	
	21.65.61905	PROMOTION/MARKETING	01.30.2023 - MAUK - ADOBE - SU...		9.99	
INV0009418	Invoice	02/22/2023	01.30.2023 - MAUK - CAFE LOTUS - TRAINING	0.00	105.85	
	21.65.61000	TRAINING	01.30.2023 - MAUK - CAFE LOTUS - ..		105.85	
INV0009419	Invoice	02/22/2023	02.02.2023 - MAUK - OFFICE DEPOT - SUPPLI...	0.00	36.96	
	21.65.62000	OFFICE SUPPLIES	02.02.2023 - MAUK - OFFICE DEP...		36.96	
INV0009420	Invoice	02/22/2023	02.03.2023 - MAUK - OFFICE DEPOT - SUPPLI...	0.00	96.18	
	21.65.62000	OFFICE SUPPLIES	02.03.2023 - MAUK - OFFICE DEP...		96.18	
INV0009421	Invoice	02/22/2023	02.09.2023 - MAUK - SUNNY BUNNY - EGG ...	0.00	1,440.00	
	60.14.62904	EGG HUNT	02.09.2023 - MAUK - SUNNY BUN...		1,440.00	
INV0009422	Invoice	02/22/2023	02.10.2023 - MAUK - OTC BRANDS - EGG HU...	0.00	175.66	
	60.14.62904	EGG HUNT	02.10.2023 - MAUK - OTC BRANDS...		175.66	
INV0009423	Invoice	02/22/2023	02.15.2023 - MAUK - OFFICE DEPOT - SUPPLI...	0.00	55.45	
	21.65.62000	OFFICE SUPPLIES	02.15.2023 - MAUK - OFFICE DEP...		55.45	
INV0009424	Invoice	02/22/2023	02.16.2023 - MAUK - OFFICE DEPOT - SUPPLI...	0.00	96.60	
	21.65.62000	OFFICE SUPPLIES	02.16.2023 - MAUK - OFFICE DEP...		96.60	
INV0009425	Invoice	02/22/2023	02.17.2023 - MAUK - OFFICE DEPOT - SUPPLI...	0.00	26.52	
	21.65.62000	OFFICE SUPPLIES	02.17.2023 - MAUK - OFFICE DEP...		26.52	
INV0009426	Invoice	02/22/2023	02.17.2023 - MAUK - OFFICE DEPOT - SUPPLI...	0.00	151.41	
	21.65.62000	OFFICE SUPPLIES	02.17.2023 - MAUK - OFFICE DEP...		151.41	
INV0009427	Invoice	02/22/2023	01.25.2023 - SCOBLE - FED-EX - POSTAGE	0.00	59.10	
	01.18.62003	POSTAGE	01.25.2023 - SCOBLE - FED-EX - P...		59.10	
INV0009428	Invoice	02/22/2023	02.01.2023 - SCOBLE - AMAZON - BOOK PUR...	0.00	38.68	
	01.18.61300	PUBLICATIONS	02.01.2023 - SCOBLE - AMAZON - ...		38.68	
INV0009429	Invoice	02/22/2023	01.23.2023 - SCOBLE - FED EX - POSTAGE	0.00	53.70	
	01.18.62003	POSTAGE	01.23.2023 - SCOBLE - FED EX - PO...		53.70	
INV0009432	Invoice	02/22/2023	01.28.2023 - CONDRY - AMERICAN SANITAT...	0.00	337.36	
	01.81.61104	OUTSIDE SERVICES-GROU...	01.28.2023 - CONDRY - AMERICAN..		337.36	
INV0009433	Invoice	02/22/2023	02.08.2023 - CONDRY - AMAZON - MONITOR...	0.00	98.53	
	01.41.62200	DEPARTMENTAL SUPPLIES	02.08.2023 - CONDRY - AMAZON - ...		98.53	
INV0009438	Invoice	02/22/2023	01.27.2023 - DONERY - SKYWALKER RANCH - ...	0.00	1,464.62	
	01.12.61000	TRAINING	01.27.2023 - DONERY - SKYWALK...		1,464.62	
INV0009439	Invoice	02/22/2023	02.02.2023 - DONERY - IOTUM.COM - CONF...	0.00	9.99	
	01.12.61150	OUTSIDE SERVICES-OTHER	02.02.2023 - DONERY - IOTUM.C...		9.99	
INV0009440	Invoice	02/22/2023	02.04.2023 - DONERY - AMAZON - PAPER	0.00	66.85	
	01.12.61000	TRAINING	02.04.2023 - DONERY - AMAZON - ...		66.85	
INV0009441	Invoice	02/22/2023	02.06.2023 - DONERY - HILDAS - MEETING	0.00	55.90	
	01.12.61000	TRAINING	02.06.2023 - DONERY - HILDAS - ...		55.90	
INV0009442	Invoice	02/22/2023	02.07.2023 - DONERY - ALASKA AIR - BAGGA...	0.00	70.00	

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.12.61000	TRAINING	02.07.2023 - DONERY - ALASKA AI...		70.00	
INV0009443	Invoice	02/22/2023	02.10.2023 - DONERY - ALASKA AIR - BAGGA...	0.00	30.00	
	01.12.61000	TRAINING	02.10.2023 - DONERY - ALASKA AI...		30.00	
INV0009444	Invoice	02/22/2023	02.11.2023 - DONERY - SHERATON - CONFER...	0.00	860.60	
	01.12.61000	TRAINING	02.11.2023 - DONERY - SHERATON..		860.60	
INV0009445	Invoice	02/22/2023	02.10.2023 - DONERY - PARK SFO - PARKING	0.00	120.40	
	01.12.61000	TRAINING	02.10.2023 - DONERY - PARK SFO -..		120.40	
INV0009446	Invoice	02/22/2023	02.10.2023 - DONERY - SIXT RENT A CAR - C...	0.00	269.35	
	01.12.61000	TRAINING	02.10.2023 - DONERY - SIXT RENT...		269.35	
INV0009447	Invoice	02/22/2023	02.12.2023 - DONERY - KIENTZ HALL - LUNCH..	0.00	76.30	
	01.12.61000	TRAINING	02.12.2023 - DONERY - KIENTZ HA...		76.30	

00362	Town of San Anselmo	03/21/2023	Bank Draft	0.00	190,483.16	DFT04324
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0009475	Invoice	03/21/2023	3-31-2023 TSA To Fund Payroll	0.00	190,483.16	
	01.00.20299	PAYROLL PAYABLE	3-31-2023 TSA To Fund Payroll		135,447.81	
	01.00.20299	PAYROLL PAYABLE	3-31-2023 TSA To Fund Payroll		3,811.99	
	01.00.20299	PAYROLL PAYABLE	3-31-2023 TSA To Fund Payroll		-1,010.42	
	12.00.20299	PAYROLL PAYABLE	3-31-2023 TSA To Fund Payroll		6,842.31	
	12.00.20299	PAYROLL PAYABLE	3-31-2023 TSA To Fund Payroll		-82.50	
	19.00.20299	PAYROLL PAYABLE	3-31-2023 TSA To Fund Payroll		8,044.93	
	21.00.20299	PAYROLL PAYABLE	3-31-2023 TSA To Fund Payroll		28,671.38	
	21.00.20299	PAYROLL PAYABLE	3-31-2023 TSA To Fund Payroll		-238.33	
	27.00.20299	PAYROLL PAYABLE	3-31-2023 TSA To Fund Payroll		8,995.99	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	260	141	0.00	821,039.07
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-3,150.00
Bank Drafts	121	4	0.00	444,025.93
EFT's	0	0	0.00	0.00
	381	149	0.00	1,261,915.00

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	260	141	0.00	821,039.07
Manual Checks	0	0	0.00	0.00
Voided Checks	0	4	0.00	-3,150.00
Bank Drafts	121	4	0.00	444,025.93
EFT's	0	0	0.00	0.00
	381	149	0.00	1,261,915.00

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH - OPERATING	3/2023	1,261,915.00
			1,261,915.00

STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.3

MEETING DATE: April 11, 2023

AGENDA TITLE: Adopt a Resolution to Proclaim April 2023 as Fair Housing Month. This item is not subject to CEQA pursuant to Section 15060(c)(3) of the CEQA Guidelines because it does not constitute a “project”

FROM: Heidi Scoble, Planning Director

RECOMMENDATION: That the Town Council adopt a Resolution proclaiming the month of April 2023 as Fair Housing Month.

BACKGROUND/DISCUSSION

During April, the country reaffirms its commitment to ending housing discrimination by celebrating National Fair Housing Month. On April 11, 1968, just 7 days after the assassination of Dr. Martin Luther King, Jr., President Lyndon Johnson signed the Civil Rights Act of 1968 into law. The Fair Housing Act, which prohibits discrimination in the sale, rental, and financing of housing based on race, color, religion, or national origin, is Title VIII of that law. The Act established the legal duty to affirmatively further fair housing (AFFH) to address housing discrimination and segregation. Congress has amended the law twice to expand and enhance its protections.

The Town has formally recognized Fair Housing Month since 1985. The Town’s current program for furthering fair housing is found in [General Plan Housing Element \(2015-2023\)](#):

H1.C Publicize Fair Housing Laws and Respond to Discrimination Complaints. Promote fair housing opportunities for all people and support efforts of Town, County, State and Federal agencies to eliminate discrimination in housing by continuing to publicize information on fair housing laws and State and federal anti-discrimination laws. The Director of Planning is the designated Equal Opportunity Coordinator in San Anselmo with responsibility to investigate and deal appropriately with complaints. Discrimination complaints will be referred to the Fair Housing of Marin,¹ the Marin Housing Authority, HUD, or the

¹ Now [Fair Housing Advocates of Northern California](#)

California Department of Fair Employment and Housing, as appropriate. Information regarding the housing discrimination complaint referral process will be posted on the City's website² and available consistent with Program H1.D

The Town's Draft Housing Element has also been written to include policies and programs to address AFFH. The Public Draft Housing Element can be accessed [here](#).

FISCAL IMPACT

There is no fiscal impact to adopt the proclamation.

GENERAL PLAN CONSISTENCY

The Resolution is consistent with the *General Plan Housing Element* Program H1.C "Publicize Fair Housing Laws and Respond to Discrimination Complaints."

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The adoption of the attached Resolution proclaiming the month of April 2023 as Fair Housing Month is not a "project" pursuant to Section 15378 of the California Environmental Quality Act (CEQA) Guidelines and is therefore not subject to review pursuant to Section 15060(c)(3) of the CEQA Guidelines. The activity will not result in a direct or reasonably foreseeable indirect physical change in the environment.

ATTACHMENTS

1. Attachment 1-Resolution

² <https://www.townofsananselmo.org/1261/Fair-Housing>

RESOLUTION NO. XXX

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO PROCLAIMING APRIL 2023 AS FAIR HOUSING MONTH

WHEREAS, April 2023 marks the 55th Anniversary of Title VIII of the Civil Rights Act of 1968, known as the Civil Rights Fair Housing Act; and

WHEREAS, The Fair Housing Act prohibits discrimination based on race, color, religion, sex, handicap, familial status and national origin; and

WHEREAS, the State of California additionally prohibits discrimination because of sexual orientation, marital status, ancestry, source of income, disability, medical condition and age; and

WHEREAS, discrimination in housing is against the law and no person shall be discriminated against in the sale, rental or advertising of residential dwellings, in the provision of brokerage and lending services, or in the availability of any residential real estate transaction; and

WHEREAS, the Fair Housing Amendments Act seeks to provide equal housing opportunities, to affirmatively further housing choices, to eliminate legal barriers to equal housing and to emphasize equal housing as a fundamental human right for all; and

WHEREAS, the Town of San Anselmo joins all of the jurisdictions in Marin County and fair housing advocacy organizations to proclaim their support for National Fair Housing Month and celebrate the anniversary of the passage of the Fair Housing Act, which fosters communities that are diverse and inclusive and enunciates a national policy of fair housing for all who live in the United States; and

WHEREAS, the Town encourages and supports fair housing practices, seeks to expand the availability of affordable housing in Town and, in order to heighten public awareness, the Town of San Anselmo pledges its commitment to improve housing options and celebrates the value of harmonious and diverse communities by promoting Fair Housing Law.

NOW THEREFORE the Town Council of San Anselmo does hereby proclaim the month of April, 2023 to be Fair Housing Month and urges all residents of our community to personally adopt the spirit of equal housing opportunity and adhere to the letter and character of the Fair Housing Laws.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of San Anselmo held on April 11, 2023, by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Burdo, Mayor

Attest:

Serge Avila, Town Clerk



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.4

MEETING DATE: April 11, 2023

AGENDA TITLE: Consider canceling the regular Town Council meetings scheduled for July 11, August 8, November 21 and December 19, 2023

FROM: Serge Avila, Chief Town Clerk

RECOMMENDATION: For Council to consider canceling the meetings associated with summer vacations and holidays for the year 2023.

BACKGROUND

For the past several years, the Council has directed staff to cancel two of the Town Council meetings scheduled during the summer months. The rationale was that the summer is typically a slow time for Town business, particularly since many residents are away on vacation and items of general interest are often delayed until September when regular activities resume.

Staff is also proposing the cancellation of the second November meeting due to Thanksgiving holiday and the second December meeting as has been past practice.

DISCUSSION/ANALYSIS

Staff is recommending holding one meeting each month in July, August, November and December as has been past practice. The July meeting will be held on Tuesday, July 25, 2023 the August meeting will be held on Tuesday, August 22, 2023, the November meeting will be held on Tuesday, November 14, 2023 and the December meeting will be held on Tuesday, December 12, 2023.

FISCAL IMPACT

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

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The proposed project is exempt from the California Environmental Quality Act (CEQA), under the “common sense” exemption, because it can be seen with certainty that there

is no possibility that the activity in question may have a significant effect on the environment. (Cal. Code Regs. tit. 14, § 15061).



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.5

MEETING DATE: April 11, 2023

AGENDA TITLE: Adopt a Resolution Designating the Town Council to Make a Determination of Public Convenience or Necessity for the Issuance of Alcohol Licenses. The item is not subject to CEQA pursuant to Section 15060(c)(3) of the CEQA Guidelines because it does not constitute a “project”

FROM: Heidi Scoble, Planning Director

RECOMMENDATION: That the Town Council adopt a Resolution designating the Town Council as the governing body for public convenience or necessity determinations for the issuance of alcohol licensees.

SUMMARY

All alcohol-serving businesses must obtain a liquor license from the California Department of Alcoholic Beverage Control (ABC) prior to conducting business. In conformance with the AB 2897 (the Caldera Bill) and amended the State Business and Professions Code Section 23958, staff is recommending the Town Council be designated as the governing body for public convenience or necessity (PCN) determinations for the issuance of alcohol licenses. A PCN determination is required when either the premises of the proposed license is located in an area that has 20 percent more reported crimes than the average number of reported crimes for the Town as a whole or when the premises is located in a census tract where the ratio of existing retail on-sale/retail off-sale licenses to population in the census tract exceeds the ratio of retail on-sale/retail off-sale licenses to population in the County of the proposed premise.

BACKGROUND/DISCUSSION

In the State of California, all alcohol-serving businesses must obtain a liquor license from the California Department of Alcoholic Beverage Control (ABC) prior to conducting business. All applicants for liquor licenses must apply with the state ABC Office.

Item #: 1.5

In 1994, the State of California Legislature passed AB 2897 (the Caldera Bill) and amended the State Business and Professions Code Section 23958 which requires the ABC to deny an application for a liquor license "if issuance of that license would tend to create a law enforcement problem, or if the issuance would result in or add to an undue concentration of liquor licenses." An undue concentration is defined as follows:

The premises of the proposed license is located in an area that has 20 percent more reported crimes than the average number of reported crimes for the Town as a whole; or

The premises of the proposed license is located in a census tract where the ratio of existing retail on-sale/retail off-sale licenses to population in the census tract exceeds the ratio of retail on-sale/retail off-sale licenses to population in the County of the proposed premise.

While local jurisdictions do not approve or deny ABC licenses, a Public Convenience and Necessity (PCN) determination is the process put in place by the ABC that allows local jurisdictions to support or reject applications for alcoholic beverage licenses in areas of "undue concentration" when the ABC finds that there is an oversaturation of alcohol beverage outlets in a particular census tract. State law prohibits ABC from issuing or transferring alcohol licenses in areas that are determined to be oversaturated, unless the local governing body finds that the public interest is served and issues a PCN determination. Pursuant to Business and Professions Code section 23958.4, the governing body of a local jurisdiction has the authority to make PCN findings within 90 days of notification by ABC. If the decision is not made within 90 days, the ABC may issue the license without a PCN finding.

On January 27, 2023 (see **Attachment 2**), the ABC sent the Planning Department a letter requesting the Town designate a subordinate officer or body to determine that the issuance of a PCN. The options available for the issuance of a PCN is as follows:

- Town Council
- Planning Commission
- Planning Director
- The California ABC

Consistent with the Town of Corte Madera, Mill Valley, Sausalito, and the Marin County Board of Supervisors "when substantial controversy exists", staff is recommending the Town Council be the designated governing body to make the decision to grant the public convenience and necessity to allow the issuance of ABC licenses.

The procedure for Town Council consideration of the issuance of a PCN Determination letter would include the following:

Application processed by the Planning Department. The application and review process would include review by the Planning Department in consultation with the Central Marin Police Authority.

Staff Report and Resolution prepared by the Planning Department for consideration and adoption by the Town Council. The item would be placed on the Consent Calendar for routine requests and the Business Agenda when a request is likely to be more controversial. With Consent Calendar items, a member of the Town Council or a member of the public may remove the item for more discussion.

Town Manager or designee signs the PCN Determination and sends the letter to the ABC (see **Attachment 3** for Sample Letter).

See **Attachment 4** for the draft Determination Information Sheet and Submittal Checklist handout for the public.

FISCAL IMPACT

The costs of applying the PCN determination would be borne by the project applicant(s). The cost of the application fee will be based on the current “Planner” hourly rate to process the application. The current hourly rate is \$136 per hour and it is anticipated that the processing of the application will take no more than 4 hours.

GENERAL PLAN CONSISTENCY

The ABC PCN determination criteria and policy would be consistent with the General Plan land use goals and policies, including the San Anselmo corresponding [Building, Planning and Zoning Code](#).

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The adoption of the public convenience and necessity criteria and procedures is not a “project” pursuant to Section 15378 of the California Environmental Quality Act (CEQA) Guidelines and is therefore not subject to review pursuant to Section 15060(c)(3) of the CEQA Guidelines. The activity will not result in a direct or reasonably foreseeable indirect physical change in the environment.

ATTACHMENTS

1. Attachment 1-Resolution
2. Attachment 2- Letter from the Department of Alcoholic Beverage Control dated January 27, 2023
3. Attachment 3- Sample Public Convenience and Necessity Determination Letter
4. Attachment 4- Draft Determination Information Sheet and Submittal Checklist handout

RESOLUTION NO. XXX

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO ESTABLISHING PROCEDURES AND CRITERIA FOR DETERMINATIONS OF PUBLIC CONVENIENCE OR NECESSITY FOR THE ISSUANCE OF ALCOHOL LICENSES AND DESIGNATING THE TOWN COUNCIL AS THE REVIEW BODY

WHEREAS, in 1994, the State of California Legislature passed AB2897 (the Caldera Bill) and amended the State Business and Professions Code Section 23958 which requires the Department of Alcoholic Beverage Control to deny an application for a liquor license "if issuance of that license would tend to create a law enforcement problem, or if the issuance would result in or add to an undue concentration of liquor licenses; and

WHEREAS, undue concentration is defined as (1) The premises of the license is located in an area that has 20 percent more reported crimes than the average number of reported crimes for the Town as a whole, or (2) premises of the proposed license is located in a census tract where the ratio of existing retail on-sale/retail off-sale licenses to population in the census tract exceeds the ratio of retail on-sale/retail off-sale licenses to population in the County of the proposed premise; and

WHEREAS, the State Business and Professions Code Section 23958.4 states that if the Department of Alcoholic Beverage Control has determined that there is an undue concentration of liquor licenses, applicants may request that local jurisdictions determine whether public convenience or necessity would be served by the issuance of these licenses and inform the Department of Alcoholic Beverage Control; and

WHEREAS, the Town Council may establish criteria and procedures to determine public convenience or necessity and may designate a subordinate officer of body to determine public convenience and necessity; and

WHEREAS, the adoption of the public convenience and necessity criteria and procedures is not a "project" pursuant to Section 15378 of the California Environmental Quality Act (CEQA) Guidelines, and is therefore not subject to review pursuant to Section 15060(c)(3) of the CEQA Guidelines. The activity will not result in a direct or reasonably foreseeable indirect physical change in the environment.

NOW THEREFORE BE IT RESOLVED, the Town Council of San Anselmo hereby designates the Town Council to make Determinations of Public Convenience and Necessity pursuant to, and consistent with, Section 23958.4 of the State Business and Professions Code for alcoholic beverage license applications subject to the following criteria and procedures:

-
1. Applications for Public Convenience and Necessity will be reviewed by the Planning Department in consultation with the Central Marin Police Authority.
 2. A Staff Report and Resolution for Public Convenience and Necessity determinations will be prepared by the Planning Department for consideration and adoption of the Resolution by the Town Council. Requests for determinations may be placed on the Consent Calendar for routine requests or on the Business Agenda when a request is likely to be controversial.
 3. Criteria for determining Public Convenience and Necessity are set forth in the “Determination of Public Convenience or Necessity for Issuance of an Alcohol License Information Sheet”, issued by the Planning Department, as revised from time to time.
 4. Following a decision by the Town Council, the Town Manager or their designee signs the Public Convenience and Necessity Determination and sends the letter to the ABC.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of San Anselmo held on April 11, 2023, by the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

Steve Burdo, Mayor

Attest:

Serge Avila, Town Clerk

DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL

SANTA ROSA DISTRICT OFFICE
50 D ST, ROOM 130
SANTA ROSA, CA 95404
(707) 576-2165



January 27, 2023

San Anselmo Planning Department
525 San Anselmo Ave,
San Anselmo, CA 94960

RE: Public Convenience or Necessity
23958.4 CA Business & Professions Code
Designation of Subordinate Officer or Body

To Whom It May Concern:

Pursuant to Section 23958 of the California Business and Professions Code (BPC), the Department of Alcoholic Beverage Control (ABC) shall deny an application for a license if issuance would result in or add to an undue concentration of licenses. Section 23958.4 BPC defines what constitutes an "undue concentration" of ABC licenses.

Section 23958.4 further states, with respect to certain license types, e.g., off-sale (types 20,21), public premises (types 42,48), certain club-type licenses (types 50,51,57) and the On-Sale General Music Venue License (type 90), the Department may issue said licenses if the local governing body, or its designated subordinate officer or body, determines that issuance of the license would serve a public convenience or necessity (PCN).

In accordance with the above, the Department of Alcoholic Beverage Control (ABC) is requesting that the local governing body for each jurisdiction complete the applicable section below. With this information the Department will be able to assist our customers with the Public Convenience or Necessity (PCN) process, including but not limited to, which entity to contact for a PCN determination. Please complete one of the below sections and return to the Department of Alcoholic Beverage Control (ABC) so our records may be updated with current information.

- ☐ The City Council or Board of Supervisors of the City/County of _____ will make determinations of Public Convenience or Necessity (PCN) for persons/premises applying for an ABC license.
 - ☐ The City Council or Board of Supervisors of the City/County of _____ has designated the following subordinate officer or body to make determinations of Public Convenience or Necessity (PCN) for persons/premises applying for an ABC license.
-

- ☐ The City/County of _____ has declined to make determinations of Public Convenience or Necessity (PCN) for persons/premises applying for an ABC license. Under this circumstance, determinations for Public Convenience or Necessity (PCN) will revert to the Department of Alcoholic Beverage Control (ABC).

Pursuant to Section 23958.4 BPC, if the local governing body, or its designated subordinate officer or body, does not make a determination of Public Convenience or Necessity (PCN) within a period of 90 days, then the authority to make the determination will revert to the Department of Alcoholic Beverage Control (ABC).

Please contact us if you have any questions or concerns.

Sincerely,



HEATHER WILLIAMS

Licensing Manager

707-576-2191

Heather.Williams@abc.ca.gov

Enclosure: 23958 & 23958.4 B.P.

Business & Profession Code § 23958

Upon receipt of an application for a license or for a transfer of a license and the applicable fee, the department shall make a thorough investigation to determine whether the applicant and the premises for which a license is applied qualify for a license and whether the provisions of this division have been complied with, and shall investigate all matters connected therewith which may affect the public welfare and morals. The department shall deny an application for a license or for a transfer of a license if either the applicant or the premises for which a license is applied do not qualify for a license under this division.

The department further shall deny an application for a license if issuance of that license would tend to create a law enforcement problem, or if issuance would result in or add to an undue concentration of licenses, except as provided in Section 23958.4.

Business & Profession Code § 23958.4

(a) For purposes of Section 23958, “undue concentration” means the case in which the applicant premises for an original or premises-to-premises transfer of any retail license are located in an area where any of the following conditions exist:

- (1) The applicant premises are located in a crime reporting district that has a 20 percent greater number of reported crimes, as defined in subdivision (c), than the average number of reported crimes as determined from all crime reporting districts within the jurisdiction of the local law enforcement agency.
- (2) As to on-sale retail license applications, the ratio of on-sale retail licenses to population in the census tract or census division in which the applicant premises are located exceeds the ratio of on-sale retail licenses to population in the county in which the applicant premises are located.
- (3) As to off-sale retail license applications, the ratio of off-sale retail licenses to population in the census tract or census division in which the applicant premises are located exceeds the ratio of off-sale retail licenses to population in the county in which the applicant premises are located.

(b) Notwithstanding Section 23958, the department may issue a license as follows:

- (1) With respect to a nonretail license, a retail on-sale bona fide eating place license, a retail license issued for a hotel, motel, or other lodging establishment, as defined in subdivision (b) of Section 25503.16, a retail license issued in conjunction with a beer manufacturer’s license, or a winegrower’s license, if the applicant shows that public convenience or necessity would be served by the issuance.
- (2) With respect to any other license, if the local governing body of the area in which the applicant premises are located, or its designated subordinate officer or body, determines within 90 days of notification of a completed application that public convenience or necessity would be served by the issuance. The 90-day period shall commence upon receipt by the local governing body of (A) notification by the department of an application for licensure, or (B) a completed application according to local requirements, if any, whichever is later.

If the local governing body, or its designated subordinate officer or body, does not make a determination within the 90-day period, then the department may issue a license if the applicant shows the department that public convenience or necessity would be served by the issuance. In making its determination, the department shall not attribute any weight to the failure of the local governing body, or its designated

subordinate officer or body, to make a determination regarding public convenience or necessity within the 90-day period.

(c) For purposes of this section, the following definitions shall apply:

(1) "Reporting districts" means geographical areas within the boundaries of a single governmental entity (city or the unincorporated area of a county) that are identified by the local law enforcement agency in the compilation and maintenance of statistical information on reported crimes and arrests.

(2) "Reported crimes" means the most recent yearly compilation by the local law enforcement agency of reported offenses of criminal homicide, forcible rape, robbery, aggravated assault, burglary, larceny, theft, and motor vehicle theft, combined with all arrests for other crimes, both felonies and misdemeanors, except traffic citations.

(3) "Population within the census tract or census division" means the population as determined by the most recent United States decennial or special census. The population determination shall not operate to prevent an applicant from establishing that an increase of resident population has occurred within the census tract or census division.

(4) "Population in the county" shall be determined by the annual population estimate for California counties published by the Population Research Unit of the Department of Finance.

(5) "Retail licenses" shall include the following:

(A) Off-sale retail licenses: Type 20 (off-sale beer and wine) and Type 21 (off-sale general).

(B) On-sale retail licenses: All retail on-sale licenses, except Type 43 (on-sale beer and wine for train), Type 44 (on-sale beer and wine for fishing party boat), Type 45 (on-sale beer and wine for boat), Type 46 (on-sale beer and wine for airplane), Type 53 (on-sale general for train and sleeping car), Type 54 (on-sale general for boat), Type 55 (on-sale general for airplane), Type 56 (on-sale general for vessels of more than 1,000 tons burden), and Type 62 (on-sale general bona fide public eating place intermittent dockside license for vessels of more than 15,000 tons displacement).

(6) A "premises-to-premises transfer" refers to each license being separate and distinct, and transferable upon approval of the department.

(d) For purposes of this section, the number of retail licenses in the county shall be established by the department on an annual basis.

(e) The enactment of this section shall not affect any existing rights of any holder of a retail license issued before April 29, 1992, whose premises were destroyed or rendered unusable as a result of the civil disturbances occurring in Los Angeles from April 29 to May 2, 1992, to reopen and operate those licensed premises.

(f) This section shall not apply if the premises have been licensed and operated with the same type license within 90 days of the application.

Alexis Fineman
Mayor

Steve Burdo
Vice Mayor

Brian Colbert
Council Member

Ford Greene
Council Member

Eileen Burke
Council Member



[DATE]

[NAME OF ABC REPRESENTATIVE]
Department of Alcoholic Beverage Control
50 D Street, Room 130
Santa Rosa, CA 95404

**RE: Determination of Public Convenience and Necessity, [NAME OF BUSINESS],
[ADDRESS]**

Dear [NAME OF ABC REPRESENTATIVE]:

On [DATE] the Town Council determined that public convenience will be served by issuance of a License for [TYPE OF ABC LICENSE AND DESCRIPTION OF LICENSE] to [NAME OF APPLICANT], owner of [NAME OF BUSINESS], [TYPE OF BUSINESS], located at [ADDRESS].

Sincerely,

Dave Donery
Town Manager

Cc: [APPLICANT/OWNER]
[MAYOR AND COUNCILMEMBERS]
[PLANNING FILE]

Alexis Fineman
Mayor

Steve Burdo
Vice Mayor

Brian Colbert
Council Member

Ford Greene
Council Member

Eileen Burke
Council Member



April 12, 2023

ABC Representative, Licensing Representative II
Department of Alcoholic Beverage Control
50 D Street, Room 130
Santa Rosa, CA 95404

RE: Determination of Public Convenience and Necessity, "New Restaurant", 1234 San Anselmo Avenue

Dear ABC Representative:

On April 11, 2023, the Town Council determined that public convenience will be served by issuance of a Type 42 License for on-sale beer and wine, public premise, which authorizes on-premises consumption in designated areas to Joan and John Doe, owners of New Restaurant, a café/restaurant, located at 1234 San Anselmo Avenue.

Sincerely,

Dave Donery
Town Manager

Cc: Joan and John Doe
Mayor and Councilmembers
Planning File



DETERMINATION OF PUBLIC CONVENIENCE OR NECESSITY FOR ISSUANCE OF AN ALCOHOL LICENSE INFORMATION SHEET

GENERAL INFORMATION

A Determination of Public Convenience and Necessity is required for liquor license applicants that have been denied or may be denied by the California Department of Alcoholic Beverage Control (ABC) pursuant to AB2897 (the Caldera Bill). This information sheet explains how to submit an application for a determination of public convenience or necessity, how it will be processed, and what fees you must pay. If you have any questions after you have read this information, please contact the Planning Division.

In 1994, the State of California Legislature passed AB2897 (the Caldera Bill) and amended the State Business and Professions Code Section 23958 which requires the Department of Alcoholic Beverage Control to deny an application for a liquor license “if issuance of that license would tend to create a law enforcement problem, or if the issuance would result in or add to an undue concentration of liquor licenses.” An undue concentration is defined as follows:

- The premises of the proposed license is located in an area that has 20 percent more reported crimes than the average number of reported crimes for the City as a whole; or
- The premises of the proposed license is located in a census tract where the ratio of existing retail on-sale/retail off-sale licenses to population in the census tract exceeds the ratio of retail on-sale/retail off-sale licenses to population in the County of the proposed premise.

REVIEW AND APPROVAL AUTHORITY

The San Anselmo Town Council shall determine public convenience or necessity for alcoholic beverage license applications. The following criteria and procedure shall be used in making such determinations:

1. The Planning Department in consultation with the Police Department (Central Marin Police Authority) will review the application and provide a recommendation to the Town Council for a determination that the issuance of a license would not negatively influence the rate of criminal activity in the neighborhood in which the establishment is located.
2. The Planning Department will prepare a staff report and Resolution identifying whether the issuance of the license will be compatible with the neighborhood character including:
 - a. Proximity and number of other establishments selling alcohol.
 - b. Proximity of the establishment to schools, playgrounds, and other facilities serving young people.
 - c. Proximity of establishment to residential neighborhoods.

- d. Whether the establishment provides (1) a wide range of desirable goods and services; or (2) a unique type of goods and services.
3. The Planning Department will verify that the establishment for which the alcoholic beverage license is requested has no land use, building code, or health code violations, and is permitted by the applicable use regulations and permitting requirements.

Applicants who are requesting a determination of public convenience or necessity shall submit a Planning Application with the following:

- A copy of the Department of Alcoholic Beverage Control application;
- Floor plan of the establishment and the proposed location of alcoholic beverage storage and/or display; and
- A letter describing the use and justification for why the issuance of an alcohol license should qualify for a determination of public convenience or necessity, the hours of operation, and number of employees.

Applicant's that are requesting alcoholic beverage sales, shall be required to meet the criteria established in [Land Use Table 3A](#) of Title 10, Chapter 3, Article 3 of the San Anselmo Municipal Code. Determinations for PCN would be made by the Town Council after and consistent with any application process should additional discretionary land use approvals be required.

The Town Manager, or designee, will prepare a determination letter to the ABC following the Town Council action.

FEES

The fees for processing the application will be based on the actual costs of Town staff time spent on processing the application and any direct costs. A fee deposit of \$500.00 must be submitted with the application to cover these anticipated costs. If the actual application costs are less than the fee deposit, the applicant will receive a refund of the unused fees at the end of the application process. If the actual application costs exceed the initial fee deposit, the applicant will be invoiced for additional deposit to cover the costs of processing the application.

SUBMITTAL REQUIREMENTS

The items listed in the "Determination of Public Convenience or Necessity Application Submittal Checklist" must be submitted as part of the application package in order for the application to be considered complete for processing. The signed checklist must also be submitted with the application. Your application will not be accepted if all of the items listed are not submitted.

The application package shall be submitted electronically via the Town's permit tracking system [here](#). The application fee may be paid online by going to [ETRAKIT](#) or you may pay via check.



Determination of Public Convenience or Necessity Application
Submittal Checklist

Applicant Name: _____ Project Site APN: _____

Applicant must fill out the checklist below by placing a check mark in the boxes listed under Column A (for Applicant) and signing below.

- ☐ 1. Completed Application. (The property owner must sign the application or the applicant must submit a letter or other documentation signed by the property owner authorizing the applicant to submit the application.)
- ☐ 2. Fee deposit. Checks must be made payable to the Town of San Anselmo; cash and credit cards are also accepted. The application fee may be paid online by going to [ETRAKIT](#), or you may pay via check at the Town Hall. There is a 2.8% processing fee for paying online with a credit card.
- ☐ 3. Letter of Justification. Provide a letter that discusses the following items:
 - ☐ a. Justification for why issuance of an alcohol license at the identified location would serve a public convenience or necessity.
 - ☐ b. Hours of Operation
 - ☐ c. Number of employees
- ☐ 4. Copy of the Department of Alcoholic Beverage Control Application
- ☐ 5. Plan Requirements. The following plans must be submitted with the online application. The plans must be of sufficient scale to show all information clearly and must be readable and understandable. If the plans are not legible, the application will not be accepted. The planner assigned to the project will contact you to request hard copies of the electronic documents as required.
- ☐ 6. Floor Plans
 - ☐ a. Separate floor plans for each story including lofts and storage at a scale of $\frac{1}{4}$ " = 1' or greater
 - ☐ b. The use (e.g., office, residential, retail, storage) and size of each area or room
 - ☐ c. The total size in square feet of each floor and the entire structure
 - ☐ d. The location of doors, windows, and partitions

Applicant Signature: _____

I certify that I have completed and have included all material checked above in the attached application submittal.



STAFF REPORT

TOWN OF SAN ANSELMO

Item #:1.6

MEETING DATE: April 11, 2023

AGENDA TITLE: Adopt Ordinance Amending the Town's Single-Use Foodware Regulations

FROM: Sean Youra, Climate Action Coordinator
Megan H. Acevedo, Town Attorney

RECOMMENDATION: Adopt the attached Ordinance entitled, "Ordinance of the Town Council of the Town of San Anselmo Amending Title 5 Chapter 10 of the San Anselmo Municipal Code (Single-use Foodware)".

BACKGROUND & DISCUSSION

On May 10, 2022, the County of Marin adopted its Reusable Foodware Ordinance, which was modeled off of existing local ordinances including San Anselmo's foodware ordinance. The County conducted an extensive ordinance development process that included significant community outreach and has created a model ordinance for jurisdictional adoption, with the goal that all jurisdictions in Marin would adopt this same ordinance. Adoption of the model ordinance would level the playing field for food vendors across the County by adopting the same requirements, ensuring consistent enforcement, and minimizing confusion for consumers and food service providers.

On March 28, 2023, the Town Council introduced the attached Ordinance, which if adopted would replace the Town's existing foodware ordinance in Title 5 Chapter 10 of the Town Code in its entirety. Enforcement of the proposed foodware ordinance by the County would begin November 10, 2023.

FISCAL IMPACT

Financial impacts of implementation are expected to be minimal as a result of adopting the proposed Ordinance. If the Town adopts the proposed ordinance within twelve (12) months of County adoption (by May 10, 2023), the County's Environmental Health Division will take on the role of enforcement through the food inspection program and the County's one-time fees would be waived. If the Town adopts the ordinance after the twelve (12) month period following County adoption, the Town's fee in the amount of \$5,796 (based on 56 food facilities in the Town) would be assessed. The fee was

calculated based on the time and resources needed to revise County's EHS Division systems to include additional businesses after the initial development period (estimated as 0.5 hours per food facility).

GENERAL PLAN CONSISTENCY

The Ordinance is consistent with the Town's General Plan including the conservation goals in the Conservation Element.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adoption of this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15061(b)(3), because it can be seen with certainty that the provisions of the foodware ordinance would not have the potential for causing a significant effect on the environment. Adoption of the Ordinance is also exempt from the requirements of CEQA pursuant to CEQA Guidelines sections 15307 and 15308 as an action by a regulatory agency taken to protect the environment and natural resources.

The Ordinance is consistent with the following measures of the adopted Climate Action Plan:

- **W-6: Extended Producer Responsibility:** Encourage the State to regulate the production and packaging of consumer goods and take-back programs. Encourage on-demand delivery services like Amazon and Blue Apron to reduce packaging waste and investigate requirements and incentives for same through ordinance or engagement campaigns.
- **W-7: Inorganic Waste:** Promote reuse, repair, and recycling of inorganic materials, and encourage reduced use of packaging and single use items.
- **W-8: Waste from Public Facilities:** Increase opportunities for recycling, reuse, and composting at Town facilities.

ATTACHMENTS

Attachment 1 – Draft Ordinance

ORDINANCE NO. 2023-
ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO
AMENDING TITLE 5 CHAPTER 10 OF THE SAN ANSELMO MUNICIPAL CODE (SINGLE-USE
FOODWARE)

WHEREAS, the Town has a desire and responsibility to protect the health, welfare, and safety of its citizens and economy. The proliferation of non-reusable (or disposable) foodware, packaging, and plastics has contributed to street litter, ocean pollution, marine, and other wildlife harm along with the greenhouse gas emissions from the production of the disposable materials; and

WHEREAS, using reusable dishware significantly reduces the generation of unnecessary waste, and in most applications saves money, reduces disposal costs, and improves customer experience; and

WHEREAS, reducing the generation of non-reusable foodware including plastic utensils, plastic cups, plastic clamshells, and plastic straws maximizes the operating life of landfills, reduces litter, and helps to lessen the economic and environmental costs of managing waste. This will also help protect the Town's environment from contamination and degradation making it a cleaner, healthier region to all citizens and visitors; and

WHEREAS, non-reusable foodware threatens public health because many types contain fluorinated chemical additives are known or suspected carcinogens or endocrine disruptors; These additives are known to leach from foodware into food and beverage containers and into compost, soil, and water; and

WHEREAS, on November 28, 2018, the Town Council adopted the Town's first single-use foodware ordinance (Ordinance No. 1129) and on June 25, 2019, the Town Council adopted Ordinance No. 1136 to clarify the ordinance's terms and add additional provisions to the single-use foodware regulations; and

WHEREAS, numerous jurisdictions in the San Francisco Bay Area and the State of California have adopted legislation reducing the use of non-reusable food packaging with local and national businesses successfully replacing single-use food packaging with affordable durable and reusable foodware or, when needed, compliant compostable fiber foodware products; and

WHEREAS, on May 10, 2022, the County of Marin adopted a local Reusable Foodware Ordinance which includes language offering enforcement services via the Environmental Health Services Food Program for cities and towns adopting the same ordinance for the food vendors in their jurisdictions; and

WHEREAS, the Town of San Anselmo wishes to utilize the enforcement services offered by the County of Marin through the County's Environmental Health Services Food Program.

NOW, THEREFORE, based on the foregoing, the Town Council of the Town of San Anselmo hereby ordains as follows:

SECTION I. Findings

The above recitals are true and correct and are incorporated as findings herein.

SECTION 2. Amendment to San Anselmo Municipal Code Title 5 Chapter 10 (Single Use Food Service Ware)

Title 5 (Sanitation and Health) is amended to repeal Chapter 10 (Single Use Food Service Ware) and replace it in its entirety with Chapter 10 (Reusable Foodware Regulations) to read as follows:

Title 5, Chapter 10 – Reusable Foodware Regulations

5-10.010 - Definitions.

- (a) *“BPI Certified”* means those Compostable fiber Foodware products that have been certified by the Biodegradable Products Institute (BPI) to safely and readily biodegrade in an industrial composting facility in the typical processing time. As of January 1, 2020, BPI ensures all certified products are Fluorinated Chemical free.
- (b) *“Compliant Non-Reusable Foodware”* means that an item or product intended for disposal after one use and is: (1) accepted by the County through its composting collection program as Compostable as identified by the Deputy Director of Environmental Health Services or their designee; (2) is certified by either BPI Certified or other third party product certification recognized by the County through its Deputy Director of Environmental Health Services or their designee to ensure the item is free of harmful chemicals including but not limited to Fluorinated Chemicals, that may have been used in foodware manufacture, and is (3) made entirely of Natural Fiber, as defined that term is below, and including but not limited to paper, wood, or sugarcane fibers.
- (c) *“Compliant Foodware Accessory”* means that an item or material is (1) accepted in Marin County composting collection program as Compostable; and is (2) made entirely of Natural Fiber.
- (d) *“Compost Facility”* means compost facilities used by the Town’s current waste haulers for composting organic material.
- (e) *“Compostable”* means an item or material (1) will break down, or otherwise become part of usable compost in a safe and timely manner and (2) is Natural Fiber-based or made from other materials approved by the Deputy Director of Environmental Health Services or designee.

- (f) *"Compostable Plastics or Biodegradable Plastics"* means the disposable products developed from polylactic acid (PLA), which require a specific set of conditions to compost and/or biodegrade that do not exist in the County or the region. These products are considered non-compliant.
- (g) *"Town"* means the Town of San Anselmo.
- (h) *"Town Facility"* means any building or structure owned, leased, or operated by the Town of San Anselmo.
- (i) *"Customer"* means any person obtaining Prepared Food from a Food Vendor.
- (j) *"Director"* means the Deputy Director of Environmental Health Services or their designee.
- (k) *"Disposable (or Non-Reusable) Cup"* means a beverage cup designed for single-use to serve beverages such as water, hot and cold drinks, and alcoholic beverages.
- (l) *"Effective Date"* means thirty days following passage of the Ordinance.
- (m) *"EPS"* means expanded polystyrene, also known as Polystyrene Foam.
- (n) *"Fluorinated Chemical"* means a class of fluorinated organic compounds containing at least one (1) fully fluorinated carbon atom, also known as perfluoroalkyl (PFOA) and polyfluoroalkyl (PFOS) substances, or PFAS chemicals. California Prop 65 lists PFOA and PFOS as reproductive toxicants.
- (o) *"Foodware"* means all containers, bowls, plates, food trays, cups, lids, boxes, and other like items that are used for Prepared Foods, including without limitation, Foodware for takeout foods and/or leftovers from partially consumed meals prepared by Food Vendors.
- (p) *"Foodware Accessories"* means types of items usually provided alongside Prepared Food including but not limited to forks, spoons, knives, chopsticks, napkins, cup sleeves, food wrappers, beverage trays, condiment containers, straws, stirrers, splash sticks, cocktail sticks, toothpicks, tray-liners, and plate-liners.
- (q) *"Food Vendor"* means a food facility as that term is defined in Health & Safety Code section 113789, or its successor, including but not limited to a restaurant, bar, grocery store, delicatessen, bakery, food service establishment (carry out, quick service, full-service), food truck, itinerant restaurant, pushcart, farmers market, caterer, microenterprise home kitchen operation, or cottage food operation, that sells Prepared Food to be consumed on and/or off the premises located or operating within the Town except that for purposes of this ordinance the term "food vendor" shall not include a public school cafeteria.

- (r) *“Natural Fiber”* means a plant-based, non-synthetic fiber, including but not limited to paper, wood, bamboo, palm leaf, wheat straw, or sugarcane. Natural Fiber does not include plastic of any kind.
- (s) *“On Request”* means that only at the request of a customer shall the compliant product be provided.
- (t) *“Polystyrene Foam”* means and includes blown polystyrene and expanded and extruded foams (sometimes incorrectly called Styrofoam, a Dow Chemical Co. trademarked form of polystyrene foam insulation) which are thermoplastic petrochemical materials utilizing a styrene monomer and processed by any number of techniques including, but not limited to, fusion of polymer spheres (expandable bead polystyrene), injection molding, foam molding, and extrusion-blow molding (extruded foam polystyrene). Polystyrene Foam is generally used to make cups, bowls, plates, trays, clamshell containers, meat trays, coolers, packing peanuts, and egg cartons.
- (u) *“Prepared Food”* means food or beverages, which are served, packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed or otherwise prepared on the premises of the Food Vendor and includes Takeout Food. For the purposes of this chapter, Prepared Food does not include raw, butchered meats, fish and/or poultry, which are sold from a butcher case or similar appliance.
- (v) *“Reusable or Durable”* Foodware and Foodware Accessories, including plates, bowls, cups, jars, trays, glasses, straws, stirrers, condiment cups, utensils, etc. that are manufactured of durable materials and specifically designed and manufactured to be washed and sanitized and to be used repeatedly over an extended period of time, and are safe for washing and sanitizing according to applicable regulations.
- (w) *“Takeout Food”* means food or beverages requiring no further preparation to be consumed and which generally are purchased to be consumed off the premises of the Food Vendor.

5-10.020 - Dine-in Foodware regulations.

Food Vendors within the incorporated areas of Town:

- (a) Shall sell or provide food and beverages for consumption on the premises using Reusable Foodware and utensils (forks, spoons, knives, chopsticks) except as otherwise provided in section 5-10.030 (b);
- (b) May provide all other Compliant Foodware Accessories, which are made of Natural Fibers, including napkins, food wrappers, straws, stirrers, cocktail sticks, toothpicks, tray-liners, and plate-liners.

- (c) Shall offer condiments in reusable containers or dispensers rather than pre-packaged single-use condiment packets; and

5-10.030 - Takeout Foodware regulations.

Food Vendors within the incorporated areas selling Takeout Food for consumption off premises:

- (a) Shall provide takeout food in Reusable Foodware, or compostable Natural Fiber Compliant Foodware, or items composed entirely of glass or aluminum;
- (b) Shall provide all other Compliant Foodware Accessories, which are made from Natural Fibers, including napkins, cup sleeves, beverage trays, condiment containers, straws, stirrers, splash sticks, cocktail sticks, and toothpicks only Upon Request or at self-serve stations; and
- (c) Takeout food bags shall be Reusable, paper, or comply with [Chapter 9](#) (regulations for single use carryout bags).
- (d) Takeout Food delivery services shall provide the option for Compliant Foodware Accessories (forks, spoons, knives, chopsticks) and single-use condiments only On Request. A Food Vendor or a Takeout Food delivery service may include lids, spill plugs, and sleeves without request for Non-Reusable Cups for delivery.
- (e) Food Vendors shall provide plastic straws only On Request, to accommodate any person's access needs.

5-10.040 - Town purchasing, facilities, and Town sponsored events.

The following regulations apply to Town purchases, facilities, and Town-sponsored events:

- (a) All Town facilities that involve food service shall use Reusable Foodware and Compliant Foodware Accessories.
- (b) Town-managed concessions, Town-sponsored events, and Town-permitted events shall use Reusable Foodware or Compliant Foodware and Compliant Foodware Accessories.
- (c) These entities are prohibited from using Non-Reusable plastic foodware, including EPS/Polystyrene Foam, and Compostable or Biodegradable Plastics. No Town department shall purchase or acquire Non-Reusable plastic foodware for use at any Town facility. Organizations or individuals using Town facilities shall use Reusable or Compliant Foodware and Compliant Foodware Accessories.

- (d) The Town shall prohibit the use of EPS/Polystyrene Foam and Non-Reusable plastic foodware by vendors, franchisees, lessees, contractors, or other commercial food and beverage purveyors at all Town government center facilities, and Town parks. Prohibited products include, but are not limited to, EPS/Polystyrene Foam and Non-Reusable plastic food containers, straws, bowls, plates, trays, utensils, clamshells, and cups which are not intended for reuse, on or in which any foods or beverages are placed or packaged.
- (e) As of the Effective Date, all Town departments that hold contracts, lease agreements, permits or other agreements that involve food service shall incorporate this prohibition into all new and renewed contracts, leases, permits, agreements, etc.
- (f) The use or distribution of EPS/Polystyrene Foam, and Non-Reusable plastic foodware at special events at Town facilities that are sponsored or co-sponsored by the Town shall be prohibited. This prohibition shall apply to the event organizers, agents of the event organizers, event vendors, and any other party (including non-profit organizations) who have an agreement with one or more of the co-sponsors of the event to sell goods or beverages at the event or otherwise provide an event-related service.
- (g) Written agreements with any vendor, including non-profit organizations, to sell food or beverages at an event that is sponsored or co-sponsored by the Town, shall specifically prohibit the usage and distribution of EPS/Polystyrene Foam and Non-Reusable plastic foodware.

5-10.050 - Non-Reusable cup charge.

- (a) All Food Vendors shall charge customers twenty-five cents (\$0.25) at the point of sale for every Non-Reusable cup provided unless they are exempt under this chapter.
- (b) Income from the Non-Reusable cup charge shall be retained by the Food Vendor.
- (c) Charges for Non-Reusable cups shall be identified separately on any post-sale receipt provided and, pre-sale, shall be clearly identified for the customer on media such as menus, ordering platforms, and/or menu boards. Customers placing orders by telephone shall be informed verbally of Non-Reusable cup charges.
- (d) All customers demonstrating, at the point of sale, a payment card or voucher issued by the California Special Supplemental Food Program for Women, Infants, and Children (WIC) pursuant to Article 2 (commencing with section 123275) of Chapter 1 of Part 2 of Division 106 of the California Health and Safety Code and as amended, or an electronic benefit transfer card (EBT) issued pursuant to section 10072 of the California Welfare and Institutions Code, and individuals with disabilities shall be exempt from the Non-Reusable cup charge.

5-10.060 - Separate waste receptacles required.

- (a) All Food Vendors who provide solid waste containers for customer use, must provide separate receptacles for solid waste, recyclables, and organics. Receptacles shall be colored black or grey for garbage, blue for recycling, and green for compost/organics.
- (b) To the extent possible given space constraints, all receptacles for solid waste, recyclables, and organics should be placed adjacent to one another.
- (c) Graphic-rich signage must be posted on or above each receptacle following the waste hauler's guidelines.

5-10.070 – Town-Enforced Provisions.

- (a) Polystyrene (EPS) Coolers and Ice Chests. The sale of Polystyrene foam coolers and ice chests is prohibited within the Town of San Anselmo. Coolers and ice chests that do not have exposed Polystyrene foam and that are designed for reuse are exempt from the provisions of this Chapter.
- (b) Private School Cafeterias. With the exception of the non-reusable cup charge under section 5-10.050, private schools shall comply with the regulations applicable to Food Vendors in this Chapter.
- (c) Notwithstanding the provisions of 5-10.090, and/or any designation by the Town of San Anselmo that the Marin County Environmental Health Services Division be designated as the enforcement agency of and within the Town of San Anselmo regarding the terms of this Chapter, the Town of San Anselmo has sole responsibility for enforcement of this section 5-10.070 and may utilize any available enforcement mechanism, including but not limited to San Anselmo Municipal Code Title 1, Chapter 6 (Administrative Citations) and Title 1, Chapter 2 (Penalty Provisions and Abatement of Public Nuisances).

5-10.080 - Exemptions.

- (a) Entities packaging Prepared Foods outside Marin County are exempt from the provisions of this chapter; provided, however, such entities are urged to follow the provisions of this chapter.
- (b) Non-Reusable Foodware and Foodware Accessories composed entirely of aluminum is exempt from the provisions of this chapter.
- (c) Should Foodware or Foodware Accessories made of Compliant compostable Natural Fiber not be commercially available, as determined by Director or their designee, the County may approve temporary exemption of specific nonreusable Foodware or Foodware Accessories items until they are made commercially available. The County shall maintain

a list, updated annually, with Foodware or Foodware Accessories deemed not available commercially.

- (d) For the immediate preservation of the public peace, health, or safety due to an emergency or natural disaster, the Town Council, or designee, may exempt Food Vendors, persons operating Town facilities and agents, contractors, and vendors doing business with the Town, from the provisions of this Chapter.

5-10.090 - Enforcement.

- (a) Compliance with this ordinance is required as of the Effective Date.
- (b) Enforcement of this chapter shall be pursuant to this section, San Anselmo Municipal Code Title 1, Chapter 6 (Administrative Citations) and Title 1, Chapter 2 (Penalty Provisions and Abatement of Public Nuisances) inclusive.
- (c) Enforcement shall include written notice of non-compliance and a reasonable opportunity to correct, prior to issuance of any penalty.
- (d) It is found and determined to by the Town Council that the public interest, health, safety, and welfare of the residents of the Town require that the Marin County Environmental Health Services Division be designated as the enforcement agency of and within the Town and as such enforcement agency it is authorized with the enforcement of the provisions of this chapter and the Marin County Environmental Health Services division is vested, for the purposes of enforcing this chapter within Town, with all of the jurisdiction and powers vested in or available to said division by this Chapter and said health and safety code.
- (e) Beginning on November 10, 2023, the Town Council hereby delegates enforcement powers to the County's Environmental Health Services. Enforcement will progress on the regular inspection schedule of all covered Food Vendors in the County as described in this chapter.

5-10.100 - Violations

On behalf of the Town, beginning on November 10, 2023, the County may choose to undertake the following legal actions to correct and/or abate nuisances and violations of this ordinance. The Director of Environmental Health Services or their designee is authorized to promulgate regulations and take any and all other actions reasonable and necessary to enforce the provisions of this Article, including but not limited to, entering the premises of any food provider during regular business hours to verify compliance, and by the issuance of Administrative Citations. The remedies and penalties provided by this Article are cumulative and in addition to any other remedies available at law or in equity.

- (a) Administrative Citations.

Administrative citations may be issued for violations of this Chapter at the discretion of the Director. The issuance of an administrative citation under this chapter shall not supersede or limit the remedies provided elsewhere in this Code or California law, including other administrative citation remedies. Issuance of an administrative citation may be exercised in place of, but shall not be considered a waiver of, the use of any other available enforcement remedy.

(b) Process and Service of Citation.

1. Prior to issuance of citation penalty, the County shall issue a violation warning letter to the facility operator and provide the facility operator thirty (30) days to correct the violation(s).
2. The violation warning letter and/or citation shall be mailed to the food facility operator named in the facility's permit.
3. The failure of any interested person to receive the violation warning letter and/or citation shall not affect the validity of the proceedings.

(c) Administrative Citation Penalty Schedule.

Following the violation warning letter described in Section 7.25.090(b)(1) above and thirty (30) day cure period, if the violations remains, the County may issue the following administrative penalties:

1. A fine not exceeding \$100.00 for the first violation;
2. A fine not exceeding \$200.00 for a second violation of the same Code provision within one year; and
3. A fine not exceeding \$500.00 for each additional violation in excess of two, of the same Code provision within one year.

(d) Response to Citation Penalty

Following receipt of citation penalty, food facility operator shall have thirty (30) days to pay the fine as indicated on the citation, or to request a waiver of payment of the penalty due to unique undue hardship. This waiver may be granted by the Director upon demonstration by a food facility operator to the satisfaction of the Director that strict application of the requirements would cause undue hardship. An "undue hardship" includes, but is not limited to the following: 1. A situation unique to the food facility where a suitable alternative that conforms with the requirements of this chapter does not exist for a specific application. 2. Imposing the provisions of this Chapter would cause significant economic hardship. "Significant economic hardship" may be based on, but not limited to, demonstrating that suitable Foodware or Foodware Accessories made of Compliant compostable Natural Fiber is not available at a commercially reasonable price and the additional cost associated with providing the Compliant Foodware or Foodware is particularly burdensome to the food facility based on the type of operation(s) affected, the overall size of the business/operation, the number, type and location of its facilities, the impact on the overall financial resources of the food facility, and other factors. Reasonable added cost for a suitable item as compared to a similar item that the food

facility can no longer use shall not by itself constitute adequate grounds to support an exemption for such item. In determining whether a significant economic hardship has been established, the Director or designee shall consider the following information: ability of the food facility to recover the additional expense by increasing its prices; the availability of tax credits and deductions; outside funding; and other options.

- (e) Nonpayment of Citation for More than One Year Deemed Nuisance.
Nonpayment of any assessed violation for longer than one year shall constitute a nuisance and be subject to the nuisance abatement procedures in Marin County Code Chapter 1.05, including payment of civil penalties of up to \$2,500 per violation per day and enforcement and other abatement costs incurred by the County.

SECTION III. California Environmental Quality Act

This Ordinance was assessed in accordance with the authority and criteria contained in the California Environmental Quality Act (CEQA), the State CEQA Guidelines, and the environmental regulations of the Town. The Town Council hereby finds that under section 15061(b)(3) of the State CEQA Guidelines, this Ordinance is exempt from the requirements of CEQA because it can be seen with certainty that the provisions contained herein would not have the potential for causing a significant effect on the environment. It also finds the Ordinance is exempt from the requirements of CEQA pursuant to CEQA Guidelines sections 15307 and 15308 as an action by a regulatory agency taken to protect the environment and natural resources.

SECTION IV: SEVERABILITY

Every section, paragraph, clause, and phrase of this Ordinance is hereby declared to be severable. If for any reason, any section, paragraph, clause, or phrase is held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining sections, paragraphs, clauses or phrases, and the remaining portions of this ordinance shall continue in full force and effect unless amended or modified by the Town.

SECTION V: EFFECTIVE DATE AND PUBLICATION

This Ordinance shall take effect thirty days following its adoption and a summary of the ordinance shall be published at least once in a newspaper of general circulation, printed and published in the County of Marin.

SECTION V: VOTE

The foregoing ordinance was introduced by the Town Council of the Town of San Anselmo on March 28, 2023, and passed and adopted at a regular meeting of the Town Council held on this 11th day of April, 2023, by the following vote:

AYES:

NOES:

ABSENT:

Steve Burdo, Mayor

ATTEST:

Serge Avila, Clerk

FROM:

Linda Meneses Kenton, Town Librarian and Assistant Town Manager

SUBJECT:

2023 National Library Week

RECOMMENDATION

Proclaim April 23-29, 2023, as National Library Week

BACKGROUND

First sponsored in 1958, **National Library Week**, is a national observance sponsored by the American Library Association (ALA) and libraries across the country each April. It is a time to celebrate the contributions of our nation's libraries and librarians and to promote library use and support.

DISCUSSION

Each year the San Anselmo Town Council shows support for its library by proclaiming National Library Week. This year's Proclamation is found in Attachment 1 and follows here:

National Library Week 2023 Proclamation

WHEREAS, libraries provide the opportunity for everyone to pursue their passions and engage in lifelong learning, allowing them to live their best life;

WHEREAS, libraries have long served as trusted institutions for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status;

WHEREAS, libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve and ensure equity of access for all;

WHEREAS, libraries adapt to the ever-changing needs of their communities, continually expanding their collections, services, and partnerships;

WHEREAS, libraries play a critical role in the economic vitality of communities by providing internet and technology access, literacy skills, and support for job seekers, small businesses, and entrepreneurs;

WHEREAS, libraries are accessible and inclusive places that promote a sense of local connection, advancing understanding, civic engagement, and shared community goals;

WHEREAS, libraries are cornerstones of democracy, promoting the free exchange of information and ideas for all;

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week;

NOW, THEREFORE, be it resolved that I, Steve Burdo, Mayor of San Anselmo, proclaim National Library Week, April 23-29, 2023. During this week, I encourage all residents to visit their library to explore the wealth of resources available.

FISCAL IMPACT

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

CONCLUSION

To proclaim National Library Week unites the San Anselmo Town Council with jurisdictions across the nation to show support not only for the San Anselmo Public Library but for all libraries and the work they do.

National Library Week 2023 Proclamation

WHEREAS, libraries provide the opportunity for everyone to pursue their passions and engage in lifelong learning, allowing them to live their best life;

WHEREAS, libraries have long served as trusted institutions for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status;

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WHEREAS, libraries are cornerstones of democracy, promoting the free exchange of information and ideas for all;

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week;

NOW, THEREFORE, be it resolved that I, Steve Burdo, Mayor of San Anselmo, proclaim National Library Week, April 23-29, 2023. During this week, I encourage all residents to visit their library to explore the wealth of resources available.

Steve Burdo, Mayor, Town of San Anselmo
April 11, 2023

TO: Town Council

FROM: Heidi Scoble, Planning Director
David Donery, Town Manager

RECOMMENDATION

Authorize the Mayor to sign a letter of opposition to Senate Bill 423 (Wiener) Streamlined housing approvals: multifamily housing developments: SB 35 (Chapter 366, Statutes of 2017) Expansion in accordance with the League of California Cities Action Alert.

DISCUSSION

The Town received an action alert from the League of California Cities on March 16, 2023 requesting letters of opposition to Senate Bill (SB) 423 (Wiener) Streamlined housing approvals: multifamily housing developments: SB 35 (Chapter 366, Statutes of 2017) Expansion. In 2017, the Legislature passed, and the Governor signed SB 35, which makes the approval of multifamily developments “ministerial” actions. As a result, the approval of these developments preempts local discretionary land use authority, bypasses the California Environmental Quality Act (CEQA), and ignores public input.

SB 423 would eliminate SB 35’s Jan. 1, 2026 sunset date and would expand provisions that allow certain multifamily housing developments to take advantage of a ministerial approval process. It would continue the recent trend of the state overriding its own mandated local housing plans and would force cities to approve certain housing projects without regard to the needs of the community, opportunities for environmental review, or public input.

While it may be frustrating for some developers to address neighborhood concerns about traffic, parking, and other development impacts, those directly affected by such projects have a right to be heard. Public engagement also often leads to better projects and having such outlets removed will increase public distrust in government and could result in additional ballot measures limiting housing development.

The League of California Cities believes that California will never produce the number of homes needed with an increasingly state driven, by-right housing approval process; instead of continuing to pursue top-down, one-size-fits-all legislation, lawmakers should partner with local officials. For these reasons, the League of California Cities opposes SB 423 and encourages local governments throughout the state to do the same.

FISCAL IMPACT

There is no fiscal impact associated with authorizing the Mayor to sign the letter.

Steve Burdo
Mayor

Eileen Burke
Vice Mayor



TOWN OF
SAN ANSELMO
EST. 1907

Town of San Anselmo
525 San Anselmo Avenue, San Anselmo, CA 94960-2682
(415) 258-4616
www.townofsananselmo.org

Alexis Fineman
Council Member

Brian Colbert
Council Member

Tarrell Kullaway
Council Member

March 28, 2023
The Honorable Scott Wiener
Chair, Senate Committee on Housing
1021 O Street, Suite 3330 Sacramento, CA 95814

RE: Notice of Opposition - SB 423 (Wiener) Streamlined housing approvals: multifamily housing developments: SB 35 (Chapter 366, Statutes of 2017) Expansion.

Dear Senator Wiener:

The Town of San Anselmo writes to express our opposition to your measure, SB 423, which would greatly expand SB 35 (Chapter 366, Statutes of 2017) provisions and eliminate the Jan. 1, 2026 sunset date.

In 2017, the Legislature passed, and the Governor signed SB 35. This law makes the approval of multifamily developments, many of which meet inadequate criteria, “ministerial” actions. As a result, the approval of these developments pre-empts local discretionary land use authority, bypasses the California Environmental Quality Act (CEQA), and ignores public input.

SB 423 would expand SB 35 provisions that allow certain multifamily housing developments to take advantage of a ministerial approval process and would continue the recent trend of the state overriding its own mandated local housing plans. It would force cities to approve certain housing projects without regard to the needs of the community, opportunities for environmental review, or public input.

California will never produce the number of homes needed with an increasingly state driven, by-right housing approval process. Instead of continuing to pursue top-down, one-size-fits-all legislation, lawmakers should partner with local officials. While it may be frustrating for some developers to address neighborhood concerns about traffic, parking, and other development impacts, those directly affected by such projects have a right to be heard. Public engagement also often leads to better projects and having such outlets removed will increase public distrust in government and result in additional ballot measures limiting housing development.

For these reasons, the Town of San Anselmo respectfully opposes your measure.

Sincerely,

Steve Burdo, Mayor
Town of San Anselmo

Cc: Assemblymember Damon Connolly
Senator Mike McGuire
Nancy Hall Bennett (via email)
League of California Cities (Via email: cityletters@calcities.org)

SENATE BILL

No. 423

Introduced by Senator Wiener
(Principal coauthor: Assembly Member Wicks)
(Coauthor: Assembly Member Grayson)

February 13, 2023

An act to amend Section 65913.4 of the Government Code, relating to land use.

LEGISLATIVE COUNSEL'S DIGEST

SB 423, as introduced, Wiener. Land use: streamlined housing approvals: multifamily housing developments.

Existing law, the Planning and Zoning Law, authorizes a development proponent to submit an application for a multifamily housing development that is subject to a streamlined, ministerial approval process, as provided, and not subject to a conditional use permit, if the development satisfies specified objective planning standards, including, among others, that the development proponent has committed to record, prior to the issuance of the first building permit, a land use restriction or covenant providing that any lower or moderate-income housing units required, as specified, remain available at affordable housing costs, as defined, or rent to persons and families of lower or moderate-income for no less than specified periods of time. Existing law repeals these provisions on January 1, 2026.

This bill would authorize the Department of General Services to act in the place of a locality or local government, at the discretion of that department, for purposes of the ministerial, streamlined review for development on property owned by or leased to the state. The bill would delete the January 1, 2026, repeal date, thereby making these provisions operative indefinitely.

This bill would modify the above-described objective planning standards, including by deleting the standard that prohibits a multifamily housing development from being subject to the streamlined, ministerial approval process if the development is located in a coastal zone, and by providing an alternative definition for “affordable housing costs” for a development that dedicates 100% of units, exclusive of a manager’s unit or units, to lower income households. The bill would, among other modifications, delete the objective planning standards requiring development proponents to pay at least the general prevailing rate of per diem wages and utilize a skilled and trained workforce and would instead require a development proponent to certify to the local government that certain wage and labor standards will be met, including a requirement that all construction workers be paid at least the general prevailing rate of wages, as specified. The bill would require the Labor Commissioner to enforce the obligation to pay prevailing wages. By expanding the crime of perjury, the bill would impose a state-mandated local program. The bill would specify that the requirements to pay prevailing wages, use a workforce participating in an apprenticeship, or provide health care expenditures do not apply to a project that consists of 10 or fewer units and is not otherwise a public work.

This bill would define “objective planning standards” to exclude specified standards, including local building codes, fire codes, other codes requiring detailed technical specifications, and standards that are not reasonably ascertainable by the local government within specified time limits, as described.

Existing law requires a local government to approve a development if the local government determines the development is consistent with the objective planning standards. Existing law requires, if the local government determines a submitted development is in conflict with any of the objective planning standards, the local government to provide the development proponent written documentation of the standards the development conflicts with and an explanation for the conflict within certain timelines depending on the size of the development. Existing law, the Housing Accountability Act, prohibits a local agency from disapproving a housing development project, as described, unless it makes specified written findings.

This bill would instead require approval if a local government’s planning director or any equivalent local government staff, including all relevant planning and permitting departments, determines the development is consistent with the objective planning standards. The

bill would make conforming changes. The bill would prohibit a local government from requiring a development proponent to provide consultant studies, as described, or other studies or materials that are unnecessary to ascertain consistency with the objective planning standards.

The bill would, for purposes of these provisions, establish that the total number of units in a development includes (1) all projects developed on a site, regardless of when those developments occur, and (2) all projects developed on sites adjacent to a site developed pursuant to these provisions if, after January 1, 2023, the adjacent site had been subdivided from the site developed pursuant to these provisions.

Existing law authorizes the local government’s planning commission or any equivalent board or commission responsible for review and approval of development projects, or as otherwise specified, to conduct any design review or public oversight of the development.

This bill would remove the above-described authorization to conduct public oversight of the development and would only authorize design review to be conducted by the local government’s planning commission or any equivalent board or commission responsible for design review.

By imposing additional duties on local officials, the bill would impose a state-mandated local program.

The bill would include findings that changes proposed by this bill address a matter of statewide concern rather than a municipal affair and, therefore, apply to all cities, including charter cities.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for specified reasons.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

- 1 SECTION 1. The Legislature finds and declares that it has
- 2 provided reforms and incentives to facilitate and expedite the
- 3 construction of affordable housing. Those reforms and incentives
- 4 can be found in the following provisions:

- 1 (a) Housing element law (Article 10.6 (commencing with
2 Section 65580) of Chapter 3 of Division 1 of Title 7 of the
3 Government Code).
- 4 (b) Extension of statute of limitations in actions challenging the
5 housing element and brought in support of affordable housing
6 (subdivision (d) of Section 65009 of the Government Code).
- 7 (c) Restrictions on disapproval of housing developments
8 (Section 65589.5 of the Government Code).
- 9 (d) Priority for affordable housing in the allocation of water and
10 sewer hookups (Section 65589.7 of the Government Code).
- 11 (e) Least cost zoning law (Section 65913.1 of the Government
12 Code).
- 13 (f) Density Bonus Law (Section 65915 of the Government
14 Code).
- 15 (g) Accessory dwelling units (Sections 65852.150 and 65852.2
16 of the Government Code).
- 17 (h) By-right housing, in which certain multifamily housing is
18 designated a permitted use (Section 65589.4 of the Government
19 Code).
- 20 (i) No-net-loss-in zoning density law limiting downzonings and
21 density reductions (Section 65863 of the Government Code).
- 22 (j) Requiring persons who sue to halt affordable housing to pay
23 attorney's fees (Section 65914 of the Government Code) or post
24 a bond (Section 529.2 of the Code of Civil Procedure).
- 25 (k) Reduced time for action on affordable housing applications
26 under the approval of development permits process (Article 5
27 (commencing with Section 65950) of Chapter 4.5 of Division 1
28 of Title 7 of the Government Code).
- 29 (l) Limiting moratoriums on multifamily housing (Section 65858
30 of the Government Code).
- 31 (m) Prohibiting discrimination against affordable housing
32 (Section 65008 of the Government Code).
- 33 (n) California Fair Employment and Housing Act (Part 2.8
34 (commencing with Section 12900) of Division 3 of Title 2 of the
35 Government Code).
- 36 (o) Community Redevelopment Law (Part 1 (commencing with
37 Section 33000) of Division 24 of the Health and Safety Code, and
38 in particular Sections 33334.2 and 33413 of the Health and Safety
39 Code).

1 (p) Streamlining housing approvals during a housing shortage
2 (Section 65913.4 of the Government Code).

3 (q) Housing sustainability districts (Chapter 11 (commencing
4 with Section 66200) of Division 1 of Title 7 of the Government
5 Code).

6 (r) Streamlining agricultural employee housing development
7 approvals (Section 17021.8 of the Health and Safety Code).

8 (s) Affordable Housing and High Road Jobs Act of 2022
9 (Chapter 4.1 (commencing with Section 65912.100) of Division
10 1 of Title 7 of the Government Code).

11 SEC. 2. Section 65913.4 of the Government Code is amended
12 to read:

13 65913.4. (a) A development proponent may submit an
14 application for a development that is subject to the streamlined,
15 ministerial approval process provided by subdivision (c) and is
16 not subject to a conditional use permit or any other nonlegislative
17 discretionary approval if the development complies with
18 subdivision (b) and satisfies all of the following objective planning
19 standards:

20 (1) The development is a multifamily housing development that
21 contains two or more residential units.

22 (2) The development and the site on which it is located satisfy
23 all of the following:

24 (A) It is a legal parcel or parcels located in a city if, and only
25 if, the city boundaries include some portion of either an urbanized
26 area or urban cluster, as designated by the United States Census
27 Bureau, or, for unincorporated areas, a legal parcel or parcels
28 wholly within the boundaries of an urbanized area or urban cluster,
29 as designated by the United States Census Bureau.

30 (B) At least 75 percent of the perimeter of the site adjoins parcels
31 that are developed with urban uses. For the purposes of this section,
32 parcels that are only separated by a street or highway shall be
33 considered to be adjoined.

34 (C) (i) A site that meets the requirements of clause (ii) and
35 satisfies any of the following:

36 (I) The site is zoned for residential use or residential mixed-use
37 development.

38 (II) The site has a general plan designation that allows residential
39 use or a mix of residential and nonresidential uses.

1 (III) The site is zoned for office or retail commercial use and
2 meets the requirements of Section 65852.24.

3 (ii) At least two-thirds of the square footage of the development
4 is designated for residential use. Additional density, floor area,
5 and units, and any other concession, incentive, or waiver of
6 development standards granted pursuant to the Density Bonus Law
7 in Section 65915 shall be included in the square footage
8 calculation. The square footage of the development shall not
9 include underground space, such as basements or underground
10 parking garages.

11 (3) (A) The development proponent has committed to record,
12 prior to the issuance of the first building permit, a land use
13 restriction or covenant providing that any lower or moderate
14 income housing units required pursuant to subparagraph (B) of
15 paragraph (4) shall remain available at affordable housing costs
16 or rent to persons and families of lower or ~~moderate-income~~
17 *moderate-income* for no less than the following periods of time:

18 (i) Fifty-five years for units that are rented.

19 (ii) Forty-five years for units that are owned.

20 (B) The city or county shall require the recording of covenants
21 or restrictions implementing this paragraph for each parcel or unit
22 of real property included in the development.

23 (4) The development satisfies ~~subparagraphs clause (i) or (ii)~~
24 *of subparagraph (A) and satisfies subparagraph (B) below:*

25 (A) (i) *For a development located in a locality that is in its sixth*
26 *or earlier housing element cycle, the development is located in*
27 *either of the following:*

28 ~~(A) Is located in~~

29 (I) *In a locality that the department has determined is subject*
30 *to this ~~subparagraph clause~~ on the basis that the number of units*
31 *that have been issued building permits, as shown on the most recent*
32 *production report received by the department, is less than the*
33 *locality's share of the regional housing needs, by income category,*
34 *for that reporting period. A locality shall remain eligible under*
35 *this ~~subparagraph subclause~~ until the department's determination*
36 *for the next reporting period.*

37 (II) *In a locality that the department has determined is subject*
38 *to this clause on the basis that the locality did not adopt a housing*
39 *element that has been found in substantial compliance with housing*
40 *element law (Article 10.6 (commencing with Section 65580) of*

Chapter 3) by the department. A locality shall remain eligible under this subclause until such time as the locality adopts a housing element that has been found in substantial compliance with housing element law (Article 10.6 (commencing with Section 65580) of Chapter 3) by the department.

(ii) For a development located in a locality that is in its seventh or later housing element cycle, is located in a locality that the department has determined is subject to this clause on the basis that the locality did not adopt a housing element that has been found in substantial compliance with housing element law (Article 10.6 (commencing with Section 65580) of Chapter 3) by the department by the statutory deadline, or that the number of units that have been issued building permits, as shown on the most recent production report received by the department, is less than the locality's share of the regional housing needs, by income category, for that reporting period. A locality shall remain eligible under this subparagraph until the department's determination for the next reporting period.

(B) The development is subject to a requirement mandating a minimum percentage of below market rate housing based on one of the following:

(i) The locality did not adopt a housing element pursuant to Section 65588 that has been found in substantial compliance with the housing element law (Article 10.6 (commencing with Section 65580) of Chapter 3) by the department, did not submit its latest production report to the department by the time period required by Section 65400, or that production report submitted to the department reflects that there were fewer units of above moderate-income housing issued building permits than were required for the regional housing needs assessment cycle for that reporting period. In addition, if the project contains more than 10 units of housing, the project does either of the following:

(I) The project dedicates a minimum of 10 percent of the total number of units, before calculating any density bonus, to housing affordable to households making at or below 80 percent of the area median income. However, if the locality has adopted a local ordinance that requires that greater than 10 percent of the units be dedicated to housing affordable to households making below 80 percent of the area median income, that local ordinance applies.

1 (II) (ia) If the project is located within the San Francisco Bay
2 area, the project, in lieu of complying with subclause (I), dedicates
3 20 percent of the total number of units, before calculating any
4 density bonus, to housing affordable to households making below
5 120 percent of the area median income with the average income
6 of the units at or below 100 percent of the area median income.
7 However, a local ordinance adopted by the locality applies if it
8 requires greater than 20 percent of the units be dedicated to housing
9 affordable to households making at or below 120 percent of the
10 area median income, or requires that any of the units be dedicated
11 at a level deeper than 120 percent. In order to comply with this
12 subclause, the rent or sale price charged for units that are dedicated
13 to housing affordable to households between 80 percent and 120
14 percent of the area median income shall not exceed 30 percent of
15 the gross income of the household.

16 (ib) For purposes of this subclause, “San Francisco Bay area”
17 means the entire area within the territorial boundaries of the
18 Counties of Alameda, Contra Costa, Marin, Napa, San Mateo,
19 Santa Clara, Solano, and Sonoma, and the City and County of San
20 Francisco.

21 (ii) The locality’s latest production report reflects that there
22 were fewer units of housing issued building permits affordable to
23 either very low income or low-income households by income
24 category than were required for the regional housing needs
25 assessment cycle for that reporting period, and the project seeking
26 approval dedicates 50 percent of the total number of units, before
27 calculating any density bonus, to housing affordable to households
28 making at or below 80 percent of the area median income.
29 However, if the locality has adopted a local ordinance that requires
30 that greater than 50 percent of the units be dedicated to housing
31 affordable to households making at or below 80 percent of the area
32 median income, that local ordinance applies.

33 (iii) The locality did not submit its latest production report to
34 the department by the time period required by Section 65400, or
35 if the production report reflects that there were fewer units of
36 housing affordable to both income levels described in clauses (i)
37 and (ii) that were issued building permits than were required for
38 the regional housing needs assessment cycle for that reporting
39 period, the project seeking approval may choose between utilizing
40 clause (i) or (ii).

(C) (i) A development proponent that uses a unit of affordable housing to satisfy the requirements of subparagraph (B) may also satisfy any other local or state requirement for affordable housing, including local ordinances or the Density Bonus Law in Section 65915, provided that the development proponent complies with the applicable requirements in the state or local law. *If a local requirement for affordable housing requires units that are restricted to households with incomes higher than the applicable income limits required in subparagraph (B), then units that meet the applicable income limits required in subparagraph (B) shall be deemed to satisfy those local requirements for higher income units.*

(ii) A development proponent that uses a unit of affordable housing to satisfy any other state or local affordability requirement may also satisfy the requirements of subparagraph (B), provided that the development proponent complies with applicable requirements of subparagraph (B).

(iii) A development proponent may satisfy the affordability requirements of subparagraph (B) with a unit that is restricted to households with incomes lower than the applicable income limits required in subparagraph (B).

(D) The amendments to this subdivision made by the act adding this subparagraph do not constitute a change in, but are declaratory of, existing law.

(5) The development, excluding any additional density or any other concessions, incentives, or waivers of development standards ~~granted for which the development is eligible~~ pursuant to the Density Bonus Law in Section 65915, is consistent with objective zoning standards, objective subdivision standards, and objective design review standards in effect at the time that the development is submitted to the local government pursuant to this section, or at the time a notice of intent is submitted pursuant to subdivision (b), whichever occurs earlier. For purposes of this paragraph, “objective zoning standards,” “objective subdivision standards,” and “objective design review standards” mean standards that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark or criterion available and knowable by both the development applicant or proponent and the public official before submittal. These standards may be embodied in alternative

1 objective land use specifications adopted by a city or county, and
2 may include, but are not limited to, housing overlay zones, specific
3 plans, inclusionary zoning ordinances, and density bonus
4 ordinances, subject to the following:

5 (A) A development shall be deemed consistent with the objective
6 zoning standards related to housing density, as applicable, if the
7 density proposed is compliant with the maximum density allowed
8 within that land use designation, notwithstanding any specified
9 maximum unit allocation that may result in fewer units of housing
10 being permitted.

11 (B) In the event that objective zoning, general plan, subdivision,
12 or design review standards are mutually inconsistent, a
13 development shall be deemed consistent with the objective zoning
14 and subdivision standards pursuant to this subdivision if the
15 development is consistent with the standards set forth in the general
16 plan.

17 (C) It is the intent of the Legislature that the objective zoning
18 standards, objective subdivision standards, and objective design
19 review standards described in this paragraph be adopted or
20 amended in compliance with the requirements of Chapter 905 of
21 the Statutes of 2004.

22 (D) The amendments to this subdivision made by the act adding
23 this subparagraph do not constitute a change in, but are declaratory
24 of, existing law.

25 (E) A project that satisfies the requirements of Section 65852.24
26 shall be deemed consistent with objective zoning standards,
27 objective design standards, and objective subdivision standards if
28 the project is consistent with the provisions of subdivision (b) of
29 Section 65852.24 and if none of the square footage in the project
30 is designated for hotel, motel, bed and breakfast inn, or other
31 transient lodging use, except for a residential hotel. For purposes
32 of this subdivision, “residential hotel” shall have the same meaning
33 as defined in Section 50519 of the Health and Safety Code.

34 (6) The development is not located on a site that is any of the
35 following:

36 ~~(A) A coastal zone, as defined in Division 20 (commencing~~
37 ~~with Section 30000) of the Public Resources Code.~~

38 ~~(B)~~

39 (A) Either prime farmland or farmland of statewide importance,
40 as defined pursuant to United States Department of Agriculture

land inventory and monitoring criteria, as modified for California, and designated on the maps prepared by the Farmland Mapping and Monitoring Program of the Department of Conservation, or land zoned or designated for agricultural protection or preservation by a local ballot measure that was approved by the voters of that jurisdiction.

~~(C)~~

(B) Wetlands, as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, ~~1993~~: 1993), *unless the development within the wetlands has been authorized pursuant to federal or other state law.*

~~(D)~~

(C) Within a very high fire hazard severity zone, as determined by the Department of Forestry and Fire Protection pursuant to Section 51178, or within a high or very high fire hazard severity zone as indicated on maps adopted by the Department of Forestry and Fire Protection pursuant to Section 4202 of the Public Resources Code. This subparagraph does not apply to sites excluded from the specified hazard zones by a local agency, pursuant to subdivision (b) of Section 51179, or sites that have adopted fire hazard mitigation measures pursuant to existing building standards or state fire mitigation measures applicable to the development.

~~(E)~~

(D) A hazardous waste site that is listed pursuant to Section 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Section 25356 of the Health and Safety Code, unless either of the following apply:

(i) The site is an underground storage tank site that received a uniform closure letter issued pursuant to subdivision (g) of Section 25296.10 of the Health and Safety Code based on closure criteria established by the State Water Resources Control Board for residential use or residential mixed uses. This section does not alter or change the conditions to remove a site from the list of hazardous waste sites listed pursuant to Section 65962.5.

(ii) The State Department of Public Health, State Water Resources Control Board, Department of Toxic Substances Control, or a local agency making a determination pursuant to subdivision (c) of Section 25296.10 of the Health and Safety Code, has

1 otherwise determined that the site is suitable for residential use or
2 residential mixed uses.

3 ~~(F)~~

4 (E) Within a delineated earthquake fault zone as determined by
5 the State Geologist in any official maps published by the State
6 Geologist, unless the development complies with applicable seismic
7 protection building code standards adopted by the California
8 Building Standards Commission under the California Building
9 Standards Law (Part 2.5 (commencing with Section 18901) of
10 Division 13 of the Health and Safety Code), and by any local
11 building department under Chapter 12.2 (commencing with Section
12 8875) of Division 1 of Title 2.

13 ~~(G)~~

14 (F) Within a special flood hazard area subject to inundation by
15 the 1 percent annual chance flood (100-year flood) as determined
16 by the Federal Emergency Management Agency in any official
17 maps published by the Federal Emergency Management Agency.
18 If a development proponent is able to satisfy all applicable federal
19 qualifying criteria in order to provide that the site satisfies this
20 subparagraph and is otherwise eligible for streamlined approval
21 under this section, a local government shall not deny the application
22 on the basis that the development proponent did not comply with
23 any additional permit requirement, standard, or action adopted by
24 that local government that is applicable to that site. A development
25 may be located on a site described in this subparagraph if either
26 of the following are met:

27 (i) The site has been subject to a Letter of Map Revision
28 prepared by the Federal Emergency Management Agency and
29 issued to the local jurisdiction.

30 (ii) The site meets Federal Emergency Management Agency
31 requirements necessary to meet minimum flood plain management
32 criteria of the National Flood Insurance Program pursuant to Part
33 59 (commencing with Section 59.1) and Part 60 (commencing
34 with Section 60.1) of Subchapter B of Chapter I of Title 44 of the
35 Code of Federal Regulations.

36 ~~(H)~~

37 (G) Within a regulatory floodway as determined by the Federal
38 Emergency Management Agency in any official maps published
39 by the Federal Emergency Management Agency, unless the
40 development has received a no-rise certification in accordance

with Section 60.3(d)(3) of Title 44 of the Code of Federal Regulations. If a development proponent is able to satisfy all applicable federal qualifying criteria in order to provide that the site satisfies this subparagraph and is otherwise eligible for streamlined approval under this section, a local government shall not deny the application on the basis that the development proponent did not comply with any additional permit requirement, standard, or action adopted by that local government that is applicable to that site.

(H)

(H) Lands identified for conservation in an adopted natural community conservation plan pursuant to the Natural Community Conservation Planning Act (Chapter 10 (commencing with Section 2800) of Division 3 of the Fish and Game Code), habitat conservation plan pursuant to the federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), or other adopted natural resource protection plan.

(I)

(I) Habitat for protected species identified as candidate, sensitive, or species of special status by state or federal agencies, fully protected species, or species protected by the federal Endangered Species Act of 1973 (16 U.S.C. Sec. 1531 et seq.), the California Endangered Species Act (Chapter 1.5 (commencing with Section 2050) of Division 3 of the Fish and Game Code), or the Native Plant Protection Act (Chapter 10 (commencing with Section 1900) of Division 2 of the Fish and Game Code), *unless the development within the habitat has been authorized pursuant to federal or other state law.*

(K)

(J) Lands under conservation easement.

(7) The development is not located on a site where any of the following apply:

(A) The development would require the demolition of the following types of housing:

(i) Housing that is subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of moderate, low, or very low income.

(ii) Housing that is subject to any form of rent or price control through a public entity's valid exercise of its police power.

(iii) Housing that has been occupied by tenants within the past 10 years.

(B) The site was previously used for housing that was occupied by tenants that was demolished within 10 years before the development proponent submits an application under this section.

(C) The development would require the demolition of a historic structure that was placed on a national, state, or local historic register.

(D) The property contains housing units that are occupied by tenants, and units at the property are, or were, subsequently offered for sale to the general public by the subdivider or subsequent owner of the property.

~~(8) The development proponent has done both of the following, as applicable:~~

~~(A) Certified to the locality that either of the following is true, as applicable:~~

~~(i) The entirety of the development is a public work for purposes of Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code.~~

~~(ii) If the development is not in its entirety a public work, that all construction workers employed in the execution of the development will be paid at least the general prevailing rate of per diem wages for the type of work and geographic area, as determined by the Director of Industrial Relations pursuant to Sections 1773 and 1773.9 of the Labor Code, except that apprentices registered in programs approved by the Chief of the Division of Apprenticeship Standards may be paid at least the applicable apprentice prevailing rate. If the development is subject to this subparagraph, then for those portions of the development that are not a public work all of the following shall apply:~~

~~(I) The development proponent shall ensure that the prevailing wage requirement is included in all contracts for the performance of the work.~~

~~(II) All contractors and subcontractors shall pay to all construction workers employed in the execution of the work at least the general prevailing rate of per diem wages, except that apprentices registered in programs approved by the Chief of the Division of Apprenticeship Standards may be paid at least the applicable apprentice prevailing rate.~~

1 ~~(III) Except as provided in subclause (V), all contractors and~~
2 ~~subcontractors shall maintain and verify payroll records pursuant~~
3 ~~to Section 1776 of the Labor Code and make those records~~
4 ~~available for inspection and copying as provided therein.~~

5 ~~(IV) Except as provided in subclause (V), the obligation of the~~
6 ~~contractors and subcontractors to pay prevailing wages may be~~
7 ~~enforced by the Labor Commissioner through the issuance of a~~
8 ~~civil wage and penalty assessment pursuant to Section 1741 of the~~
9 ~~Labor Code, which may be reviewed pursuant to Section 1742 of~~
10 ~~the Labor Code, within 18 months after the completion of the~~
11 ~~development, by an underpaid worker through an administrative~~
12 ~~complaint or civil action, or by a joint labor-management~~
13 ~~committee through a civil action under Section 1771.2 of the Labor~~
14 ~~Code. If a civil wage and penalty assessment is issued, the~~
15 ~~contractor, subcontractor, and surety on a bond or bonds issued to~~
16 ~~secure the payment of wages covered by the assessment shall be~~
17 ~~liable for liquidated damages pursuant to Section 1742.1 of the~~
18 ~~Labor Code.~~

19 ~~(V) Subclauses (III) and (IV) shall not apply if all contractors~~
20 ~~and subcontractors performing work on the development are subject~~
21 ~~to a project labor agreement that requires the payment of prevailing~~
22 ~~wages to all construction workers employed in the execution of~~
23 ~~the development and provides for enforcement of that obligation~~
24 ~~through an arbitration procedure. For purposes of this clause,~~
25 ~~“project labor agreement” has the same meaning as set forth in~~
26 ~~paragraph (1) of subdivision (b) of Section 2500 of the Public~~
27 ~~Contract Code.~~

28 ~~(VI) Notwithstanding subdivision (c) of Section 1773.1 of the~~
29 ~~Labor Code, the requirement that employer payments not reduce~~
30 ~~the obligation to pay the hourly straight time or overtime wages~~
31 ~~found to be prevailing shall not apply if otherwise provided in a~~
32 ~~bona fide collective bargaining agreement covering the worker.~~
33 ~~The requirement to pay at least the general prevailing rate of per~~
34 ~~diem wages does not preclude use of an alternative workweek~~
35 ~~schedule adopted pursuant to Section 511 or 514 of the Labor~~
36 ~~Code.~~

37 ~~(B) (i) For developments for which any of the following~~
38 ~~conditions apply, certified that a skilled and trained workforce~~
39 ~~shall be used to complete the development if the application is~~
40 ~~approved:~~

1 (I) ~~On and after January 1, 2018, until December 31, 2021, the~~
2 ~~development consists of 75 or more units with a residential~~
3 ~~component that is not 100 percent subsidized affordable housing~~
4 ~~and will be located within a jurisdiction located in a coastal or bay~~
5 ~~county with a population of 225,000 or more.~~

6 (H) ~~On and after January 1, 2022, until December 31, 2025, the~~
7 ~~development consists of 50 or more units with a residential~~
8 ~~component that is not 100 percent subsidized affordable housing~~
9 ~~and will be located within a jurisdiction located in a coastal or bay~~
10 ~~county with a population of 225,000 or more.~~

11 (III) ~~On and after January 1, 2018, until December 31, 2019,~~
12 ~~the development consists of 75 or more units with a residential~~
13 ~~component that is not 100 percent subsidized affordable housing~~
14 ~~and will be located within a jurisdiction with a population of fewer~~
15 ~~than 550,000 and that is not located in a coastal or bay county.~~

16 (IV) ~~On and after January 1, 2020, until December 31, 2021,~~
17 ~~the development consists of more than 50 units with a residential~~
18 ~~component that is not 100 percent subsidized affordable housing~~
19 ~~and will be located within a jurisdiction with a population of fewer~~
20 ~~than 550,000 and that is not located in a coastal or bay county.~~

21 (V) ~~On and after January 1, 2022, until December 31, 2025, the~~
22 ~~development consists of more than 25 units with a residential~~
23 ~~component that is not 100 percent subsidized affordable housing~~
24 ~~and will be located within a jurisdiction with a population of fewer~~
25 ~~than 550,000 and that is not located in a coastal or bay county.~~

26 (ii) ~~For purposes of this section, “skilled and trained workforce”~~
27 ~~has the same meaning as provided in Chapter 2.9 (commencing~~
28 ~~with Section 2600) of Part 1 of Division 2 of the Public Contract~~
29 ~~Code.~~

30 (iii) ~~If the development proponent has certified that a skilled~~
31 ~~and trained workforce will be used to complete the development~~
32 ~~and the application is approved, the following shall apply:~~

33 (I) ~~The applicant shall require in all contracts for the~~
34 ~~performance of work that every contractor and subcontractor at~~
35 ~~every tier will individually use a skilled and trained workforce to~~
36 ~~complete the development.~~

37 (H) ~~Every contractor and subcontractor shall use a skilled and~~
38 ~~trained workforce to complete the development.~~

39 (III) ~~Except as provided in subclause (IV), the applicant shall~~
40 ~~provide to the locality, on a monthly basis while the development~~

or contract is being performed, a report demonstrating compliance with Chapter 2.9 (commencing with Section 2600) of Part 1 of Division 2 of the Public Contract Code. A monthly report provided to the locality pursuant to this subclause shall be a public record under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1) and shall be open to public inspection. An applicant that fails to provide a monthly report demonstrating compliance with Chapter 2.9 (commencing with Section 2600) of Part 1 of Division 2 of the Public Contract Code shall be subject to a civil penalty of ten thousand dollars (\$10,000) per month for each month for which the report has not been provided. Any contractor or subcontractor that fails to use a skilled and trained workforce shall be subject to a civil penalty of two hundred dollars (\$200) per day for each worker employed in contravention of the skilled and trained workforce requirement. Penalties may be assessed by the Labor Commissioner within 18 months of completion of the development using the same procedures for issuance of civil wage and penalty assessments pursuant to Section 1741 of the Labor Code, and may be reviewed pursuant to the same procedures in Section 1742 of the Labor Code. Penalties shall be paid to the State Public Works Enforcement Fund.

(IV) Subclause (III) shall not apply if all contractors and subcontractors performing work on the development are subject to a project labor agreement that requires compliance with the skilled and trained workforce requirement and provides for enforcement of that obligation through an arbitration procedure. For purposes of this subparagraph, “project labor agreement” has the same meaning as set forth in paragraph (1) of subdivision (b) of Section 2500 of the Public Contract Code.

(C) Notwithstanding subparagraphs (A) and (B), a development that is subject to approval pursuant to this section is exempt from any requirement to pay prevailing wages or use a skilled and trained workforce if it meets both of the following:

(i) The project includes 10 or fewer units.
(ii) The project is not a public work for purposes of Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code.

(9) The development did not or does not involve a subdivision of a parcel that is, or, notwithstanding this section, would otherwise

1 be, subject to the Subdivision Map Act (Division 2 (commencing
2 with Section 66410)) or any other applicable law authorizing the
3 subdivision of land, unless the development is consistent with all
4 objective subdivision standards in the local subdivision ordinance,
5 and either of the following apply:

6 (A) The development has received or will receive financing or
7 funding by means of a low-income housing tax credit and is subject
8 to the requirement that prevailing wages be paid pursuant to
9 subparagraph (A) of paragraph (8).

10 (B) The development is subject to the requirement that
11 prevailing wages be paid, and a skilled and trained workforce used,
12 pursuant to paragraph (8).

13 (8) Except as provided in paragraph (9), a proponent of a
14 development project approved by a local government pursuant to
15 this section shall require in contracts with construction contractors,
16 and shall certify to the local government, that the following
17 standards specified in this paragraph will be met in project
18 construction, as applicable:

19 (A) A development that is not in its entirety a public work for
20 purposes of Chapter 1 (commencing with Section 1720) of Part 7
21 of Division 2 of the Labor Code and approved by a local
22 government pursuant to Article 2 (commencing with Section
23 65912.110) or Article 3 (commencing with Section 65912.120)
24 shall be subject to all of the following:

25 (i) All construction workers employed in the execution of the
26 development shall be paid at least the general prevailing rate of
27 per diem wages for the type of work and geographic area, as
28 determined by the Director of Industrial Relations pursuant to
29 Sections 1773 and 1773.9 of the Labor Code, except that
30 apprentices registered in programs approved by the Chief of the
31 Division of Apprenticeship Standards may be paid at least the
32 applicable apprentice prevailing rate.

33 (ii) The development proponent shall ensure that the prevailing
34 wage requirement is included in all contracts for the performance
35 of the work for those portions of the development that are not a
36 public work.

37 (iii) All contractors and subcontractors for those portions of
38 the development that are not a public work shall comply with both
39 of the following:

1 (I) Pay to all construction workers employed in the execution
2 of the work at least the general prevailing rate of per diem wages,
3 except that apprentices registered in programs approved by the
4 Chief of the Division of Apprenticeship Standards may be paid at
5 least the applicable apprentice prevailing rate.

6 (II) Maintain and verify payroll records pursuant to Section
7 1776 of the Labor Code and make those records available for
8 inspection and copying as provided in that section. This subclause
9 does not apply if all contractors and subcontractors performing
10 work on the development are subject to a project labor agreement
11 that requires the payment of prevailing wages to all construction
12 workers employed in the execution of the development and provides
13 for enforcement of that obligation through an arbitration
14 procedure. For purposes of this subclause, “project labor
15 agreement” has the same meaning as set forth in paragraph (1)
16 of subdivision (b) of Section 2500 of the Public Contract Code.

17 (B) (i) The obligation of the contractors and subcontractors to
18 pay prevailing wages pursuant to this paragraph may be enforced
19 by any of the following:

20 (I) The Labor Commissioner through the issuance of a civil
21 wage and penalty assessment pursuant to Section 1741 of the Labor
22 Code, which may be reviewed pursuant to Section 1742 of the
23 Labor Code, within 18 months after the completion of the
24 development.

25 (II) An underpaid worker through an administrative complaint
26 or civil action.

27 (III) A joint labor-management committee through a civil action
28 under Section 1771.2 of the Labor Code.

29 (ii) If a civil wage and penalty assessment is issued pursuant to
30 this paragraph, the contractor, subcontractor, and surety on a
31 bond or bonds issued to secure the payment of wages covered by
32 the assessment shall be liable for liquidated damages pursuant to
33 Section 1742.1 of the Labor Code.

34 (iii) This paragraph does not apply if all contractors and
35 subcontractors performing work on the development are subject
36 to a project labor agreement that requires the payment of
37 prevailing wages to all construction workers employed in the
38 execution of the development and provides for enforcement of that
39 obligation through an arbitration procedure. For purposes of this
40 clause, “project labor agreement” has the same meaning as set

1 forth in paragraph (1) of subdivision (b) of Section 2500 of the
2 Public Contract Code.

3 (C) Notwithstanding subdivision (c) of Section 1773.1 of the
4 Labor Code, the requirement that employer payments not reduce
5 the obligation to pay the hourly straight time or overtime wages
6 found to be prevailing does not apply to those portions of
7 development that are not a public work if otherwise provided in a
8 bona fide collective bargaining agreement covering the worker.

9 (D) The requirement of this paragraph to pay at least the
10 general prevailing rate of per diem wages does not preclude use
11 of an alternative workweek schedule adopted pursuant to Section
12 511 or 514 of the Labor Code.

13 (E) A development of 50 or more housing units approved by a
14 local government pursuant to this section shall meet all of the
15 following labor standards:

16 (i) The development proponent shall require in contracts with
17 construction contractors and shall certify to the local government
18 that each contractor of any tier who will employ construction craft
19 employees or will let subcontracts for at least 1,000 hours shall
20 satisfy the requirements in clauses (ii) and (iii). A construction
21 contractor is deemed in compliance with clauses (ii) and (iii) if it
22 is signatory to a valid collective bargaining agreement that
23 requires utilization of registered apprentices and expenditures on
24 health care for employees and dependents.

25 (ii) A contractor with construction craft employees shall either
26 participate in an apprenticeship program approved by the
27 California Division of Apprenticeship Standards pursuant to
28 Section 3075 of the Labor Code, or request the dispatch of
29 apprentices from a state-approved apprenticeship program under
30 the terms and conditions set forth in Section 1777.5 of the Labor
31 Code. A contractor without construction craft employees shall
32 show a contractual obligation that its subcontractors comply with
33 this clause.

34 (iii) Each contractor with construction craft employees shall
35 make health care expenditures for each employee in an amount
36 per hour worked on the development equivalent to at least the
37 hourly pro rata cost of a Covered California Platinum level plan
38 for two adults 40 years of age and two dependents 0 to 14 years
39 of age for the Covered California rating area in which the
40 development is located. A contractor without construction craft

employees shall show a contractual obligation that its subcontractors comply with this clause. Qualifying expenditures shall be credited toward compliance with prevailing wage payment requirements set forth in this paragraph.

(iv) (I) The development proponent shall provide to the local government, on a monthly basis while its construction contracts on the development are being performed, a report demonstrating compliance with clauses (ii) and (iii). The reports shall be considered public records under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1), and shall be open to public inspection.

(II) A development proponent that fails to provide the monthly report shall be subject to a civil penalty for each month for which the report has not been provided, in the amount of 10 percent of the dollar value of construction work performed by that contractor on the development in the month in question, up to a maximum of ten thousand dollars (\$10,000). Any contractor or subcontractor that fails to comply with clauses (ii) and (iii) shall be subject to a civil penalty of two hundred dollars (\$200) per day for each worker employed in contravention of clauses (ii) and (iii).

(III) Penalties may be assessed by the Labor Commissioner within 18 months of completion of the development using the procedures for issuance of civil wage and penalty assessments specified in Section 1741 of the Labor Code, and may be reviewed pursuant to Section 1742 of the Labor Code. Penalties shall be deposited in the State Public Works Enforcement Fund established pursuant to Section 1771.3 of the Labor Code.

(v) Each construction contractor shall maintain and verify payroll records pursuant to Section 1776 of the Labor Code. Each construction contractor shall submit payroll records directly to the Labor Commissioner at least monthly in a format prescribed by the Labor Commissioner in accordance with subparagraph (A) of paragraph (3) of subdivision (a) of Section 1771.4 of the Labor Code. The records shall include a statement of fringe benefits. Upon request by a joint labor-management cooperation committee established pursuant to the Federal Labor Management Cooperation Act of 1978 (29 U.S.C. Sec. 175a), the records shall be provided pursuant to subdivision (e) of Section 1776 of the Labor Code.

(vi) All construction contractors shall report any change in apprenticeship program participation or health care expenditures to the local government within 10 business days, and shall reflect those changes on the monthly report. The reports shall be considered public records pursuant to the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1) and shall be open to public inspection.

(vii) A joint labor-management cooperation committee established pursuant to the Federal Labor Management Cooperation Act of 1978 (29 U.S.C. Sec. 175a) shall have standing to sue a construction contractor for failure to make health care expenditures pursuant to clause (iii) in accordance with Section 218.7 or 218.8 of the Labor Code.

(9) Notwithstanding paragraph (8), a development that is subject to approval pursuant to this section is exempt from any requirement to pay prevailing wages, use a workforce participating in an apprenticeship, or provide health care expenditures if it satisfies both of the following:

(A) The project consists of 10 or fewer units.

(B) The project is not a public work for purposes of Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code.

(10) The development shall not be upon an existing parcel of land or site that is governed under the Mobilehome Residency Law (Chapter 2.5 (commencing with Section 798) of Title 2 of Part 2 of Division 2 of the Civil Code), the Recreational Vehicle Park Occupancy Law (Chapter 2.6 (commencing with Section 799.20) of Title 2 of Part 2 of Division 2 of the Civil Code), the Mobilehome Parks Act (Part 2.1 (commencing with Section 18200) of Division 13 of the Health and Safety Code), or the Special Occupancy Parks Act (Part 2.3 (commencing with Section 18860) of Division 13 of the Health and Safety Code).

(b) (1) (A) (i) Before submitting an application for a development subject to the streamlined, ministerial approval process described in subdivision (c), the development proponent shall submit to the local government a notice of its intent to submit an application. The notice of intent shall be in the form of a preliminary application that includes all of the information described in Section 65941.1, as that section read on January 1, 2020.

(ii) Upon receipt of a notice of intent to submit an application described in clause (i), the local government shall engage in a scoping consultation regarding the proposed development with any California Native American tribe that is traditionally and culturally affiliated with the geographic area, as described in Section 21080.3.1 of the Public Resources Code, of the proposed development. In order to expedite compliance with this subdivision, the local government shall contact the Native American Heritage Commission for assistance in identifying any California Native American tribe that is traditionally and culturally affiliated with the geographic area of the proposed development.

(iii) The timeline for noticing and commencing a scoping consultation in accordance with this subdivision shall be as follows:

(I) The local government shall provide a formal notice of a development proponent's notice of intent to submit an application described in clause (i) to each California Native American tribe that is traditionally and culturally affiliated with the geographic area of the proposed development within 30 days of receiving that notice of intent. The formal notice provided pursuant to this subclause shall include all of the following:

- (ia) A description of the proposed development.
- (ib) The location of the proposed development.
- (ic) An invitation to engage in a scoping consultation in accordance with this subdivision.

(II) Each California Native American tribe that receives a formal notice pursuant to this clause shall have 30 days from the receipt of that notice to accept the invitation to engage in a scoping consultation.

(III) If the local government receives a response accepting an invitation to engage in a scoping consultation pursuant to this subdivision, the local government shall commence the scoping consultation within 30 days of receiving that response.

(B) The scoping consultation shall recognize that California Native American tribes traditionally and culturally affiliated with a geographic area have knowledge and expertise concerning the resources at issue and shall take into account the cultural significance of the resource to the culturally affiliated California Native American tribe.

(C) The parties to a scoping consultation conducted pursuant to this subdivision shall be the local government and any California

1 Native American tribe traditionally and culturally affiliated with
2 the geographic area of the proposed development. More than one
3 California Native American tribe traditionally and culturally
4 affiliated with the geographic area of the proposed development
5 may participate in the scoping consultation. However, the local
6 government, upon the request of any California Native American
7 tribe traditionally and culturally affiliated with the geographic area
8 of the proposed development, shall engage in a separate scoping
9 consultation with that California Native American tribe. The
10 development proponent and its consultants may participate in a
11 scoping consultation process conducted pursuant to this subdivision
12 if all of the following conditions are met:

13 (i) The development proponent and its consultants agree to
14 respect the principles set forth in this subdivision.

15 (ii) The development proponent and its consultants engage in
16 the scoping consultation in good faith.

17 (iii) The California Native American tribe participating in the
18 scoping consultation approves the participation of the development
19 proponent and its consultants. The California Native American
20 tribe may rescind its approval at any time during the scoping
21 consultation, either for the duration of the scoping consultation or
22 with respect to any particular meeting or discussion held as part
23 of the scoping consultation.

24 (D) The participants to a scoping consultation pursuant to this
25 subdivision shall comply with all of the following confidentiality
26 requirements:

27 (i) Section 7927.000.

28 (ii) Section 7927.005.

29 (iii) Subdivision (c) of Section 21082.3 of the Public Resources
30 Code.

31 (iv) Subdivision (d) of Section 15120 of Title 14 of the
32 California Code of Regulations.

33 (v) Any additional confidentiality standards adopted by the
34 California Native American tribe participating in the scoping
35 consultation.

36 (E) The California Environmental Quality Act (Division 13
37 (commencing with Section 21000) of the Public Resources Code)
38 shall not apply to a scoping consultation conducted pursuant to
39 this subdivision.

1 (2) (A) If, after concluding the scoping consultation, the parties
2 find that no potential tribal cultural resource would be affected by
3 the proposed development, the development proponent may submit
4 an application for the proposed development that is subject to the
5 streamlined, ministerial approval process described in subdivision
6 (c).

7 (B) If, after concluding the scoping consultation, the parties
8 find that a potential tribal cultural resource could be affected by
9 the proposed development and an enforceable agreement is
10 documented between the California Native American tribe and the
11 local government on methods, measures, and conditions for tribal
12 cultural resource treatment, the development proponent may submit
13 the application for a development subject to the streamlined,
14 ministerial approval process described in subdivision (c). The local
15 government shall ensure that the enforceable agreement is included
16 in the requirements and conditions for the proposed development.

17 (C) If, after concluding the scoping consultation, the parties
18 find that a potential tribal cultural resource could be affected by
19 the proposed development and an enforceable agreement is not
20 documented between the California Native American tribe and the
21 local government regarding methods, measures, and conditions
22 for tribal cultural resource treatment, the development shall not
23 be eligible for the streamlined, ministerial approval process
24 described in subdivision (c).

25 (D) For purposes of this paragraph, a scoping consultation shall
26 be deemed to be concluded if either of the following occur:

27 (i) The parties to the scoping consultation document an
28 enforceable agreement concerning methods, measures, and
29 conditions to avoid or address potential impacts to tribal cultural
30 resources that are or may be present.

31 (ii) One or more parties to the scoping consultation, acting in
32 good faith and after reasonable effort, conclude that a mutual
33 agreement on methods, measures, and conditions to avoid or
34 address impacts to tribal cultural resources that are or may be
35 present cannot be reached.

36 (E) If the development or environmental setting substantially
37 changes after the completion of the scoping consultation, the local
38 government shall notify the California Native American tribe of
39 the changes and engage in a subsequent scoping consultation if
40 requested by the California Native American tribe.

1 (3) A local government may only accept an application for
2 streamlined, ministerial approval pursuant to this section if one of
3 the following applies:

4 (A) A California Native American tribe that received a formal
5 notice of the development proponent's notice of intent to submit
6 an application pursuant to subclause (I) of clause (iii) of
7 subparagraph (A) of paragraph (1) did not accept the invitation to
8 engage in a scoping consultation.

9 (B) The California Native American tribe accepted an invitation
10 to engage in a scoping consultation pursuant to subclause (II) of
11 clause (iii) of subparagraph (A) of paragraph (1) but substantially
12 failed to engage in the scoping consultation after repeated
13 documented attempts by the local government to engage the
14 California Native American tribe.

15 (C) The parties to a scoping consultation pursuant to this
16 subdivision find that no potential tribal cultural resource will be
17 affected by the proposed development pursuant to subparagraph
18 (A) of paragraph (2).

19 (D) A scoping consultation between a California Native
20 American tribe and the local government has occurred in
21 accordance with this subdivision and resulted in agreement
22 pursuant to subparagraph (B) of paragraph (2).

23 (4) A project shall not be eligible for the streamlined, ministerial
24 process described in subdivision (c) if any of the following apply:

25 (A) There is a tribal cultural resource that is on a national, state,
26 tribal, or local historic register list located on the site of the project.

27 (B) There is a potential tribal cultural resource that could be
28 affected by the proposed development and the parties to a scoping
29 consultation conducted pursuant to this subdivision do not
30 document an enforceable agreement on methods, measures, and
31 conditions for tribal cultural resource treatment, as described in
32 subparagraph (C) of paragraph (2).

33 (C) The parties to a scoping consultation conducted pursuant
34 to this subdivision do not agree as to whether a potential tribal
35 cultural resource will be affected by the proposed development.

36 (5) (A) If, after a scoping consultation conducted pursuant to
37 this subdivision, a project is not eligible for the streamlined,
38 ministerial process described in subdivision (c) for any or all of
39 the following reasons, the local government shall provide written
40 documentation of that fact, and an explanation of the reason for

1 which the project is not eligible, to the development proponent
2 and to any California Native American tribe that is a party to that
3 scoping consultation:

4 (i) There is a tribal cultural resource that is on a national, state,
5 tribal, or local historic register list located on the site of the project,
6 as described in subparagraph (A) of paragraph (4).

7 (ii) The parties to the scoping consultation have not documented
8 an enforceable agreement on methods, measures, and conditions
9 for tribal cultural resource treatment, as described in subparagraph
10 (C) of paragraph (2) and subparagraph (B) of paragraph (4).

11 (iii) The parties to the scoping consultation do not agree as to
12 whether a potential tribal cultural resource will be affected by the
13 proposed development, as described in subparagraph (C) of
14 paragraph (4).

15 (B) The written documentation provided to a development
16 proponent pursuant to this paragraph shall include information on
17 how the development proponent may seek a conditional use permit
18 or other discretionary approval of the development from the local
19 government.

20 (6) This section is not intended, and shall not be construed, to
21 limit consultation and discussion between a local government and
22 a California Native American tribe pursuant to other applicable
23 law, confidentiality provisions under other applicable law, the
24 protection of religious exercise to the fullest extent permitted under
25 state and federal law, or the ability of a California Native American
26 tribe to submit information to the local government or participate
27 in any process of the local government.

28 (7) For purposes of this subdivision:

29 (A) “Consultation” means the meaningful and timely process
30 of seeking, discussing, and considering carefully the views of
31 others, in a manner that is cognizant of all parties’ cultural values
32 and, where feasible, seeking agreement. Consultation between
33 local governments and Native American tribes shall be conducted
34 in a way that is mutually respectful of each party’s sovereignty.
35 Consultation shall also recognize the tribes’ potential needs for
36 confidentiality with respect to places that have traditional tribal
37 cultural importance. A lead agency shall consult the tribal
38 consultation best practices described in the “State of California
39 Tribal Consultation Guidelines: Supplement to the General Plan
40 Guidelines” prepared by the Office of Planning and Research.

(B) “Scoping” means the act of participating in early discussions or investigations between the local government and California Native American tribe, and the development proponent if authorized by the California Native American tribe, regarding the potential effects a proposed development could have on a potential tribal cultural resource, as defined in Section 21074 of the Public Resources Code, or California Native American tribe, as defined in Section 21073 of the Public Resources Code.

(8) This subdivision shall not apply to any project that has been approved under the streamlined, ministerial approval process provided under this section before the effective date of the act adding this subdivision.

(c) (1) ~~If a local government determines~~ *government’s planning director or any equivalent local government staff, including all relevant planning and permitting departments, determines* that a development submitted pursuant to this section is consistent with the objective planning standards specified in subdivision (a) and pursuant to paragraph (3) of this subdivision, it shall approve the development. ~~If a local government determines~~ *Upon a determination* that a development submitted pursuant to this section is in conflict with any of the objective planning standards specified in subdivision (a), ~~it the local government staff or relevant local planning and permitting department that made the determination~~ shall provide the development proponent written documentation of which standard or standards the development conflicts with, and an explanation for the reason or reasons the development conflicts with that standard or standards, as follows:

(A) Within 60 days of submittal of the development to the local government pursuant to this section if the development contains 150 or fewer housing units.

(B) Within 90 days of submittal of the development to the local government pursuant to this section if the development contains more than 150 housing units.

(2) ~~If the local government~~ *government’s planning director or any equivalent local government staff* fails to provide the required documentation pursuant to paragraph (1), the development shall be deemed to satisfy the objective planning standards specified in subdivision (a).

(3) For purposes of this section, a development is consistent with the objective planning standards specified in subdivision (a)

1 if there is substantial evidence that would allow a reasonable person
2 to conclude that the development is consistent with the objective
3 planning standards. The local government shall not determine that
4 a development, including an application for a modification under
5 subdivision (g), is in conflict with the objective planning standards
6 on the basis that application materials are not included, if the
7 application contains substantial evidence that would allow a
8 reasonable person to conclude that the development is consistent
9 with the objective planning standards.

10 *(4) For purposes of evaluating consistency with the objective*
11 *planning standards under this section, the local government shall*
12 *not require a development proponent to provide consultant studies*
13 *requiring presubmittal scope approval by the local government*
14 *or other studies or materials that are unnecessary to ascertain*
15 *consistency with the objective planning standards.*

16 (d) (1) Any design review—~~or public oversight~~ of the
17 development may be conducted by the local government’s planning
18 commission or any equivalent board or commission responsible
19 for review and approval of development projects, ~~or the city council~~
20 ~~or board of supervisors, as appropriate.~~ *design review.* That design
21 review ~~or public oversight~~ shall be objective and be strictly focused
22 on assessing compliance with criteria required for streamlined
23 projects, as well as any reasonable objective design standards
24 published and adopted by ordinance or resolution by a local
25 jurisdiction before submission of a development application, and
26 shall be broadly applicable to development within the jurisdiction.
27 That design review ~~or public oversight~~ shall be completed, and if
28 the development is consistent with all objective standards, the local
29 government shall approve the development as follows and shall
30 not in any way inhibit, chill, or preclude the ministerial approval
31 provided by this section or its effect, as applicable:

32 (A) Within 90 days of submittal of the development to the local
33 government pursuant to this section if the development contains
34 150 or fewer housing units.

35 (B) Within 180 days of submittal of the development to the
36 local government pursuant to this section if the development
37 contains more than 150 housing units.

38 (2) If the development is consistent with the requirements of
39 subparagraph (A) or (B) of paragraph (9) of subdivision (a) and
40 is consistent with all objective subdivision standards in the local

1 subdivision ordinance, an application for a subdivision pursuant
2 to the Subdivision Map Act (Division 2 (commencing with Section
3 66410)) shall be exempt from the requirements of the California
4 Environmental Quality Act (Division 13 (commencing with Section
5 21000) of the Public Resources Code) and shall be subject to the
6 public oversight timelines set forth in paragraph (1).

7 (3) If a local government determines that a development
8 submitted pursuant to this section is in conflict with any of the
9 standards imposed pursuant to paragraph (1), it shall provide the
10 development proponent written documentation of which objective
11 standard or standards the development conflicts with, and an
12 explanation for the reason or reasons the development conflicts
13 with that objective standard or standards consistent with the
14 timelines described in paragraph (1) of subdivision (c).

15 (e) (1) Notwithstanding any other law, a local government,
16 whether or not it has adopted an ordinance governing automobile
17 parking requirements in multifamily developments, shall not
18 impose automobile parking standards for a streamlined
19 development that was approved pursuant to this section in any of
20 the following instances:

21 (A) The development is located within one-half mile of public
22 transit.

23 (B) The development is located within an architecturally and
24 historically significant historic district.

25 (C) When on-street parking permits are required but not offered
26 to the occupants of the development.

27 (D) When there is a car share vehicle located within one block
28 of the development.

29 (2) If the development does not fall within any of the categories
30 described in paragraph (1), the local government shall not impose
31 automobile parking requirements for streamlined developments
32 approved pursuant to this section that exceed one parking space
33 per unit.

34 (f) (1) If a local government approves a development pursuant
35 to this section, then, notwithstanding any other law, that approval
36 shall not expire if the project satisfies both of the following
37 requirements:

38 (A) The project includes public investment in housing
39 affordability, beyond tax credits.

(B) At least 50 percent of the units are affordable to households making at or below 80 percent of the area median income.

(2) (A) If a local government approves a development pursuant to this section, and the project does not satisfy the requirements of subparagraphs (A) and (B) of paragraph (1), that approval shall remain valid for three years from the date of the final action establishing that approval, or if litigation is filed challenging that approval, from the date of the final judgment upholding that approval. Approval shall remain valid for a project provided construction activity, including demolition and grading activity, on the development site has begun pursuant to a permit issued by the local jurisdiction and is in progress. For purposes of this subdivision, “in progress” means one of the following:

(i) The construction has begun and has not ceased for more than 180 days.

(ii) If the development requires multiple building permits, an initial phase has been completed, and the project proponent has applied for and is diligently pursuing a building permit for a subsequent phase, provided that once it has been issued, the building permit for the subsequent phase does not lapse.

(B) Notwithstanding subparagraph (A), a local government may grant a project a one-time, one-year extension if the project proponent can provide documentation that there has been significant progress toward getting the development construction ready, such as filing a building permit application.

(3) If the development proponent requests a modification pursuant to subdivision (g), then the time during which the approval shall remain valid shall be extended for the number of days between the submittal of a modification request and the date of its final approval, plus an additional 180 days to allow time to obtain a building permit. If litigation is filed relating to the modification request, the time shall be further extended during the pendency of the litigation. The extension required by this paragraph shall only apply to the first request for a modification submitted by the development proponent.

(4) The amendments made to this subdivision by the act that added this paragraph shall also be retroactively applied to developments approved prior to January 1, 2022.

(g) (1) (A) A development proponent may request a modification to a development that has been approved under the

1 streamlined, ministerial approval process provided in subdivision
2 (c) if that request is submitted to the local government before the
3 issuance of the final building permit required for construction of
4 the development.

5 (B) Except as provided in paragraph (3), the local government
6 shall approve a modification if it determines that the modification
7 is consistent with the objective planning standards specified in
8 subdivision (a) that were in effect when the original development
9 application was first submitted.

10 (C) The local government shall evaluate any modifications
11 requested pursuant to this subdivision for consistency with the
12 objective planning standards using the same assumptions and
13 analytical methodology that the local government originally used
14 to assess consistency for the development that was approved for
15 streamlined, ministerial approval pursuant to subdivision (c).

16 (D) A guideline that was adopted or amended by the department
17 pursuant to subdivision ~~(f)~~ (m) after a development was approved
18 through the streamlined, ministerial approval process described in
19 subdivision (c) shall not be used as a basis to deny proposed
20 modifications.

21 (2) Upon receipt of the development proponent's application
22 requesting a modification, the local government shall determine
23 if the requested modification is consistent with the objective
24 planning standard and either approve or deny the modification
25 request within 60 days after submission of the modification, or
26 within 90 days if design review is required.

27 (3) Notwithstanding paragraph (1), the local government may
28 apply objective planning standards adopted after the development
29 application was first submitted to the requested modification in
30 any of the following instances:

31 (A) The development is revised such that the total number of
32 residential units or total square footage of construction changes
33 by 15 percent or more. The calculation of the square footage of
34 construction changes shall not include underground space.

35 (B) The development is revised such that the total number of
36 residential units or total square footage of construction changes
37 by 5 percent or more and it is necessary to subject the development
38 to an objective standard beyond those in effect when the
39 development application was submitted in order to mitigate or
40 avoid a specific, adverse impact, as that term is defined in

1 subparagraph (A) of paragraph (1) of subdivision (j) of Section
2 65589.5, upon the public health or safety and there is no feasible
3 alternative method to satisfactorily mitigate or avoid the adverse
4 impact. The calculation of the square footage of construction
5 changes shall not include underground space.

6 (C) (i) Objective building standards contained in the California
7 Building Standards Code (Title 24 of the California Code of
8 Regulations), including, but not limited to, building plumbing,
9 electrical, fire, and grading codes, may be applied to all
10 modification applications that are submitted prior to the first
11 building permit application. Those standards may be applied to
12 modification applications submitted after the first building permit
13 application if agreed to by the development proponent.

14 (ii) The amendments made to clause (i) by the act that added
15 clause (i) shall also be retroactively applied to modification
16 applications submitted prior to January 1, 2022.

17 (4) The local government's review of a modification request
18 pursuant to this subdivision shall be strictly limited to determining
19 whether the modification, including any modification to previously
20 approved density bonus concessions or waivers, modify the
21 development's consistency with the objective planning standards
22 and shall not reconsider prior determinations that are not affected
23 by the modification.

24 (h) (1) A local government shall not adopt or impose any
25 requirement, including, but not limited to, increased fees or
26 inclusionary housing requirements, that applies to a project solely
27 or partially on the basis that the project is eligible to receive
28 ministerial or streamlined approval pursuant to this section.

29 (2) (A) A local government shall issue a subsequent permit
30 required for a development approved under this section if the
31 application substantially complies with the development as it was
32 approved pursuant to subdivision (c). Upon receipt of an
33 application for a subsequent permit, the local government shall
34 process the permit without unreasonable delay and shall not impose
35 any procedure or requirement that is not imposed on projects that
36 are not approved pursuant to this section. The local government
37 shall consider the application for subsequent permits based upon
38 the objective standards specified in any state or local laws that
39 were in effect when the original development application was
40 submitted, unless the development proponent agrees to a change

1 in objective standards. Issuance of subsequent permits shall
2 implement the approved development, and review of the permit
3 application shall not inhibit, chill, or preclude the development.
4 For purposes of this paragraph, a “subsequent permit” means a
5 permit required subsequent to receiving approval under subdivision
6 (c), and includes, but is not limited to, demolition, grading,
7 encroachment, and building permits and final maps, if necessary.

8 (B) The amendments made to subparagraph (A) by the act that
9 added this subparagraph shall also be retroactively applied to
10 subsequent permit applications submitted prior to January 1, 2022.

11 (3) (A) If a public improvement is necessary to implement a
12 development that is subject to the streamlined, ministerial approval
13 pursuant to this section, including, but not limited to, a bicycle
14 lane, sidewalk or walkway, public transit stop, driveway, street
15 paving or overlay, a curb or gutter, a modified intersection, a street
16 sign or street light, landscape or hardscape, an above-ground or
17 underground utility connection, a water line, fire hydrant, storm
18 or sanitary sewer connection, retaining wall, and any related work,
19 and that public improvement is located on land owned by the local
20 government, to the extent that the public improvement requires
21 approval from the local government, the local government shall
22 not exercise its discretion over any approval relating to the public
23 improvement in a manner that would inhibit, chill, or preclude the
24 development.

25 (B) If an application for a public improvement described in
26 subparagraph (A) is submitted to a local government, the local
27 government shall do all of the following:

28 (i) Consider the application based upon any objective standards
29 specified in any state or local laws that were in effect when the
30 original development application was submitted.

31 (ii) Conduct its review and approval in the same manner as it
32 would evaluate the public improvement if required by a project
33 that is not eligible to receive ministerial or streamlined approval
34 pursuant to this section.

35 (C) If an application for a public improvement described in
36 subparagraph (A) is submitted to a local government, the local
37 government shall not do either of the following:

38 (i) Adopt or impose any requirement that applies to a project
39 solely or partially on the basis that the project is eligible to receive
40 ministerial or streamlined approval pursuant to this section.

1 (ii) Unreasonably delay in its consideration, review, or approval
2 of the application.

3 (i) (1) This section shall not affect a development proponent's
4 ability to use any alternative streamlined by right permit processing
5 adopted by a local government, including the provisions of
6 subdivision (i) of Section 65583.2.

7 (2) This section shall not prevent a development from also
8 qualifying as a housing development project entitled to the
9 protections of Section 65589.5. This paragraph does not constitute
10 a change in, but is declaratory of, existing law.

11 (j) The California Environmental Quality Act (Division 13
12 (commencing with Section 21000) of the Public Resources Code)
13 does not apply to actions taken by a state agency, local government,
14 or the San Francisco Bay Area Rapid Transit District to:

15 (1) Lease, convey, or encumber land owned by the local
16 government or the San Francisco Bay Area Rapid Transit District
17 or to facilitate the lease, conveyance, or encumbrance of land
18 owned by the local government, or for the lease of land owned by
19 the San Francisco Bay Area Rapid Transit District in association
20 with an eligible TOD project, as defined pursuant to Section
21 29010.1 of the Public Utilities Code, nor to any decisions
22 associated with that lease, or to provide financial assistance to a
23 development that receives streamlined approval pursuant to this
24 section that is to be used for housing for persons and families of
25 very low, low, or moderate income, as defined in Section 50093
26 of the Health and Safety Code.

27 (2) Approve improvements located on land owned by the local
28 government or the San Francisco Bay Area Rapid Transit District
29 that are necessary to implement a development that receives
30 streamlined approval pursuant to this section that is to be used for
31 housing for persons and families of very low, low, or moderate
32 income, as defined in Section 50093 of the Health and Safety Code.

33 (k) *For purposes of establishing the total number of units in a*
34 *development under this chapter, a development or development*
35 *project includes both of the following:*

36 (1) *All projects developed on a site, regardless of when those*
37 *developments occur.*

38 (2) *All projects developed on sites adjacent to a site developed*
39 *pursuant to this chapter if, after January 1, 2023, the adjacent site*

1 *had been subdivided from the site developed pursuant to this*
2 *chapter.*

3 ~~(k)~~

4 (l) For purposes of this section, the following terms have the
5 following meanings:

6 (1) “Affordable housing cost” has the same meaning as set forth
7 in Section 50052.5 of the Health and Safety Code.

8 (2) (A) Subject to the qualification provided by ~~subparagraph~~
9 ~~(B)~~, *subparagraphs (B) and (C)*, “affordable rent” has the same
10 meaning as set forth in Section 50053 of the Health and Safety
11 Code.

12 (B) For a development for which an application pursuant to this
13 section was submitted prior to January 1, 2019, that includes 500
14 units or more of housing, and that dedicates 50 percent of the total
15 number of units, before calculating any density bonus, to housing
16 affordable to households making at, or below, 80 percent of the
17 area median income, affordable rent for at least 30 percent of these
18 units shall be set at an affordable rent as defined in subparagraph
19 (A) and “affordable rent” for the remainder of these units shall
20 mean a rent that is consistent with the maximum rent levels for a
21 housing development that receives an allocation of state or federal
22 low-income housing tax credits from the California Tax Credit
23 Allocation Committee.

24 (C) *For a development that dedicates 100 percent of units,*
25 *exclusive of a manager’s unit or units, to lower income households,*
26 *“affordable rent” shall mean a rent that is consistent with the*
27 *maximum rent levels stipulated by the public program providing*
28 *financing for the development.*

29 (3) “Department” means the Department of Housing and
30 Community Development.

31 (4) “Development proponent” means the developer who submits
32 ~~an application for streamlined approval~~ *a housing development*
33 *project application to a local government under the streamlined,*
34 *ministerial review process pursuant to this section.*

35 (5) “Completed entitlements” means a housing development
36 that has received all the required land use approvals or entitlements
37 necessary for the issuance of a building permit.

38 (6) *“Health care expenditures” include contributions under*
39 *Section 401(a), 501(c), or 501(d) of the Internal Revenue Code*

1 *and payments toward “medical care,” as defined in Section*
2 *213(d)(1) of the Internal Revenue Code.*

3 (7) *“Housing development project” has the same meaning as*
4 *in Section 65589.5.*

5 ~~(6)~~

6 (8) *“Locality” or “local government” means a city, including a*
7 *charter city, a county, including a charter county, or a city and*
8 *county, including a charter city and county.*

9 ~~(7) “Moderate income~~

10 ~~(9) “Moderate-income housing units” means housing units with~~
11 ~~an affordable housing cost or affordable rent for persons and~~
12 ~~families of moderate income, as that term is defined in Section~~
13 ~~50093 of the Health and Safety Code.~~

14 (10) *“Objective planning standards” shall not include standards*
15 *in the California Building Standards Code (Title 24 of the*
16 *California Code of Regulations), local building codes, fire codes,*
17 *noise ordinances, other codes requiring detailed technical*
18 *specifications, studies that are evaluated with subsequent permits,*
19 *or other standards that are not reasonably ascertainable by the*
20 *local government within the time limits set forth in subdivisions*
21 *(c) and (d). Excluded objective planning standards include, but*
22 *are not limited to, construction logistics plans, plumbing plans,*
23 *electrical plans, grading, excavation plans, geotechnical studies,*
24 *and offsite public improvement plans.*

25 ~~(8)~~

26 (11) *“Production report” means the information reported*
27 *pursuant to subparagraph (H) of paragraph (2) of subdivision (a)*
28 *of Section 65400.*

29 ~~(9)~~

30 (12) *“State agency” includes every state office, officer,*
31 *department, division, bureau, board, and commission, but does not*
32 *include the California State University or the University of*
33 *California.*

34 ~~(10) “Subsidized” means units that are price or rent restricted~~
35 ~~such that the units are affordable to households meeting the~~
36 ~~definitions of very low and lower income, as defined in Sections~~
37 ~~50079.5 and 50105 of the Health and Safety Code.~~

38 ~~(11)~~

39 (13) *“Reporting period” means either of the following:*

1 (A) The first half of the regional housing needs assessment
2 cycle.

3 (B) The last half of the regional housing needs assessment cycle.

4 ~~(12)~~

5 (14) “Urban uses” means any current or former residential,
6 commercial, public institutional, transit or transportation passenger
7 facility, or retail use, or any combination of those uses.

8 ~~(t)~~

9 (m) The department may review, adopt, amend, and repeal
10 guidelines to implement uniform standards or criteria that
11 supplement or clarify the terms, references, or standards set forth
12 in this section. Any guidelines or terms adopted pursuant to this
13 subdivision shall not be subject to Chapter 3.5 (commencing with
14 Section 11340) of Part 1 of Division 3 of Title 2 of the Government
15 Code.

16 ~~(m)~~

17 (n) The determination of whether an application for a
18 development is subject to the streamlined ministerial approval
19 process provided by subdivision (c) is not a “project” as defined
20 in Section 21065 of the Public Resources Code.

21 (o) *Notwithstanding any law, for purposes of this section and*
22 *for development on property owned by or leased to the state, the*
23 *Department of General Services may act in the place of a locality*
24 *or local government, at the discretion of the department.*

25 (p) *The provisions of clause (iii) of subparagraph (E) of*
26 *paragraph (8) of subdivision (a) relating to health care*
27 *expenditures are distinct and severable from the remaining*
28 *provisions of this section. However, the remaining portions of*
29 *paragraph (8) of subdivision (a) are a material and integral part*
30 *of this section and are not severable. If any provision or application*
31 *of paragraph (8) of subdivision (a) is held invalid, this entire*
32 *section shall be null and void.*

33 ~~(n)~~

34 (q) It is the policy of the state that this section be interpreted
35 and implemented in a manner to afford the fullest possible weight
36 to the interest of, and the approval and provision of, increased
37 housing supply.

38 ~~(o) This section shall remain in effect only until January 1, 2026,~~
39 ~~and as of that date is repealed.~~

1 SEC. 3. The Legislature finds and declares that ensuring access
2 to affordable housing is a matter of statewide concern and is not
3 a municipal affair as that term is used in Section 5 of Article XI
4 of the California Constitution. Therefore, Section 2 of this act
5 amending Section 65913.4 of the Government Code applies to all
6 cities, including charter cities.

7 SEC. 4. No reimbursement is required by this act pursuant to
8 Section 6 of Article XIII B of the California Constitution because
9 a local agency or school district has the authority to levy service
10 charges, fees, or assessments sufficient to pay for the program or
11 level of service mandated by this act or because costs that may be
12 incurred by a local agency or school district will be incurred
13 because this act creates a new crime or infraction, eliminates a
14 crime or infraction, or changes the penalty for a crime or infraction,
15 within the meaning of Section 17556 of the Government Code, or
16 changes the definition of a crime within the meaning of Section 6
17 of Article XIII B of the California Constitution.

O

STAFF REPORT

TOWN OF SAN ANSELMO

Item #:

MEETING DATE: April 11, 2023

AGENDA TITLE: Introduction and first reading of Amendments to the San Anselmo Municipal Code to Section 10-3.607, Nonconforming uses and improvements, Section 10-4.206, Nonconforming Structures and Exceptions to standards, and add a Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table 4B to allow the repair and/or replacement of foundations for legal nonconforming residential structures

FROM: Heidi Scoble, Planning Director

RECOMMENDATION:

That the Town Council hold a public hearing to consider a proposed Ordinance Amending Title 10 to Amend Chapter 3 Section 10-3.607, Nonconforming Structures And Improvements, Section 10-4.206, Nonconforming Structures and Exceptions to Standards, and Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table 4b to Allow the Repair and/or Replacement of Foundations for Legal Nonconforming Residential Structures (see **Attachment 1**).

BACKGROUND/DISCUSSION

On February 6, 2023, the Planning Commission considered and discussed whether the Town's Zoning Code should be amended to provide a more streamlined ministerial process to allow the repair and/or replacement of foundations and other related structural improvements related to a foundation (referred to herein as "foundations") of residences that have legal nonconforming setbacks (see **Attachment 4** to review a copy of the Planning Commission's March 6, 2023 and February 6, 2023 staff reports and attachments). Currently, a Variance, a discretionary permit considered by the Planning Commission, is required for any modification to a foundation of a residence that has substandard (legal nonconforming) setbacks unless it is an "in-kind" replacement.

The Planning Commission supported the concept of the proposed amendments to address foundation repair and/or replacement and requested staff prepare a corresponding Policy Application memo to apply the proposed amendments in Section

Item #:

10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table, Table 4B.

On March 6, 2023, the Planning Commission unanimously adopted Resolution No. 2023-04 recommending the Town Council adopt an Ordinance amending Title 10, Chapter 3, Section 10-3.607, “Nonconforming Structures and Improvements”, Section 10-4.206, “Nonconforming Structures and Exceptions to Standards”, and Section 10-3.405, “Minor Intrusions into Required Development Standards for Residential Properties Table 4B” to allow the repair and/or replacement of foundations for legal nonconforming residential structures (see **Attachment 2**). The Planning Commission also recommended approval of the Policy Application memo (see **Attachment 3**). The memo has been prepared to be consistent with the Planning Commission direction and the proposed Ordinance.

Accordingly, the proposed Ordinance (see **Attachment 1**) would allow the following amendments (proposed amendments shown in red):

1. **Section 10-3.607(f)(1)**, Nonconforming uses and improvements, would be amended to read as follows:
 - (1) Any nonconforming building or improvement may be maintained, repaired, enlarged, extended, or structurally altered provided the enlargement or alteration complies with the use, setback, height, lot coverage and other site development requirements of the zone in which the structure is located, as well as other development regulations applicable to the area in which the structure is located and/or a permitted exemption listed in Section 10-3.405 Table 4B.
2. **Section 10-4.206**, Nonconforming Structures and Exceptions to standards, would be amended to add subsection (c) to read as follows:

(c) The Town may permit exceptions as permitted in Section 10-3.405 Table 4B.
3. **Section 10-3.405**, Minor Intrusions into Required Development Standards for Residential Properties Table, Table 4B, would be amended to add a new provision to address Foundation Repair and Replacement and read as follows:

Foundation Repair and Replacement					
	<u>Front</u>	<u>Rear</u>	<u>Interior Side</u>	<u>Street Side</u>	<u>Review Required</u>
<u>1. Properties with legal nonconforming setbacks and located within a Special Flood Hazard Area as designated by the Federal Emergency Management Agency (FEMA) are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to comply with Title 7, Chapter 11, Protection of Flood Hazard Areas of the San Anselmo Municipal Code and FEMA regulations, as amended from time to time.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>
<u>2. Properties with legal nonconforming setbacks are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to accommodate the repaired or new foundation.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>

FISCAL IMPACT

There is no significant financial impact associated with the proposed Ordinance.

GENERAL PLAN CONSISTENCY

The Ordinance is consistent with the General Plan's Objective No. 16, "to protect the community from danger to life and property caused by flooding" and General Plan Policy 16.2, "To only allow development within the 100-year floodplain which is consistent with the Town's adopted Protection of Flood Hazard Areas and Water Course Ordinance".

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adoption of the Ordinance and Policy Application memo is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15301 involving the minor alteration of existing residences involving negligible or no expansion of use beyond that already in existence; and CEQA Guideline section 15601(b)(3) because it

can be seen with certainty that there is no possibility that the adoption of the Ordinance Amendment may have a significant effect on the environment.

The Ordinance Amendment is also consistent with the following San Anselmo Climate Action Plan 2030 adopted in 2019:

1. Adaptation and Resilience (A): A-1: Preparation and Response a. Continue to incorporate the increased risk of wildfire, extreme heat, storm events and other extremes [such as Flood Events] in the Town's Local Hazard Mitigation Plan.
2. E-5: Streamline Permit Process and Provide Technical Assistance Analyze current green building permit and inspection process to eliminate barriers and provide technical assistance to ensure successful implementation of green building requirements. Participate in countywide efforts to make it easier for contractors and building counter staff to simplify applications and identify incentives.
3. W-3: Construction & Demolition Debris and Self-Haul Waste Continue to enforce Town construction & demolition debris material recycling ordinance (San Anselmo Municipal Code Section 9-20.01 et. seq.).

ATTACHMENTS

Attachment 1: Ordinance

Attachment 2- Draft Policy Application Memo of Section 10-3.405, Table 4B, for Foundation Repair and Replacement

Attachment 3- Planning Commission Resolution No. 2023-04

Attachment 4- March 6, 2023 Planning Commission Agenda Item No. 6.A- Staff Report and Attachments

Attachment 5- March 6, 2023 Planning Commission Meeting Minute Excerpt

ORDINANCE NO.

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO AMENDING
TITLE 10 TO AMEND CHAPTER 3 SECTION 10-3.607, NONCONFORMING STRUCTURES
AND IMPROVEMENTS, SECTION 10-4.206, NONCONFORMING STRUCTURES AND
EXCEPTIONS TO STANDARDS, AND SECTION 10-3.405, MINOR INTRUSIONS INTO
REQUIRED DEVELOPMENT STANDARDS FOR RESIDENTIAL PROPERTIES TABLE 4B TO
ALLOW THE REPAIR AND/OR REPLACEMENT OF FOUNDATIONS FOR LEGAL
NONCONFORMING RESIDENTIAL STRUCTURES

WHEREAS, the Town Council desires to help facilitate, encourage, and provide an efficient ministerial streamlined review process for property owners to improve their residential structures to address any public health, safety, and/or welfare deficiencies related to the repair and/or replacement of foundations for properties with legal nonconforming setbacks; and

WHEREAS, Section 10-3.607 of the San Anselmo Municipal Code provides regulations and procedures for addressing existing uses and existing buildings and improvements which are not in conformance with provisions of this chapter as of the date of its adoption or amendment and allows a nonconforming structure to be improved or reconstructed “in-kind” provided there are no changes to the dimension, design, or location; and

WHEREAS, the “in-kind” repair or replacement of foundations necessary to comply with the Town’s current Building and Fire Codes is difficult, or sometimes not possible, without changing the dimension, design, and materials of a foundation and related structural improvements and therefore would require a discretionary Variance; and

WHEREAS, the proposed Ordinance Amendment will ministerially allow the repair or replacement of the foundations for nonconforming residential properties without the need for a discretionary Variance, specifically allowing:

1. Properties with legal nonconforming setbacks located within a Special Flood Hazard Area to repair or replace the foundation of a residential structure as necessary to meet current Building/Fire Code, and allow the overall height of the structure to be correspondingly increased to the extent necessary to comply with the Town’s Flood Management Ordinance and FEMA requirements; and
2. Properties with legal nonconforming setbacks to repair or replace the foundation of a residential structure necessary to meet current Building/Fire Code, and allow the overall height of the structure to be correspondingly increased to the extent necessary to accommodate the repaired or new foundation; and

WHEREAS, the adoption of the proposed Ordinance Amendment in the public interest and is consistent with the Town’s General Plan Objective No. 16 “to protect the community from danger to life and property caused by flooding” and General Plan Policy 16.2, which requires the Town “To only allow development within the 100-year floodplain which is consistent with the Town’s adopted Protection of Flood Hazard Areas and Water Course Ordinance”; and

WHEREAS, the Ordinance Amendment is consistent with the San Anselmo Climate Action Plan 2030

policies A-1 (Preparation and Response to Local Hazards), E-5 (Streamlined Permit Process), and W-3 (Waste Reduction); and

WHEREAS, the Ordinance Amendment is consistent with the Marin County Multi-Jurisdictional Local Hazard Mitigation Plan policies MLT-3 (Adopt, amend as needed, and enforce updated versions of state and federal regulations for Building and Fire Codes so that optimal standards are used in construction and renovation projects of public and private buildings and infrastructure), FLD-1 (Maintain participation in the National Flood Insurance Program and manage beyond minimum requirements as appropriate for local conditions. Consider improving Community Rating System (CRS) score if benefit exceeds cost for a given jurisdiction), and FLD-2 (Incorporate flood Planning and planning into local permitting and planning); and

WHEREAS, the Ordinance Amendment will allow and encourage property owners who own property in Special Flood Hazard Areas as defined by the Federal Emergency Management Agency to be able to comply with the Town's Community Rating System; a voluntary program that encourages and rewards communities for going beyond the minimum requirements of the FEMA's National Flood Insurance Program; and

WHEREAS, Section 10-3.607 of the San Anselmo Municipal Code provides regulations and procedures for addressing existing uses and existing buildings and improvements which are not in conformance with provisions of this chapter as of the date of its adoption or amendment and allows a nonconforming structure to be improved or reconstructed "in-kind" provided there are no changes to the dimension, design, or location; and

WHEREAS, on March 6, 2023, the Planning Commission conducted a duly noticed public hearing for the Ordinance Amendment and voted to recommend Town Council approval; and

WHEREAS, public notice of the Town Council hearing to consider the Ordinance Amendment was published in the Marin Independent Journal on March 31, 2023; and

WHEREAS, the Town Council held a public hearing on April 11, 2023, to consider the Planning Commission recommendation and introduce the draft Ordinance.

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

SECTION 1: California Environmental Quality Act. The Town Council finds and determines that the adoption of this Ordinance Amendment is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guideline section 15301 involving the minor alteration of existing residences involving negligible or no expansion of use beyond that already in existence; and CEQA Guideline section 15601(b)(3) because it can be seen with certainty that there is no possibility that the adoption of the Ordinance Amendment may have a significant effect on the environment.

SECTION 2: The above recitals are true and correct and incorporated as findings herein.

SECTION 3: Section 10-3.607(f)(1), Nonconforming uses and improvements, is hereby amended to read as follows:

- (1) Any nonconforming building or improvement may be maintained, repaired, enlarged, extended, or structurally altered provided the enlargement or alteration complies with the use, setback, height, lot coverage and other site development requirements of the zone in which the structure is located, as well as other development regulations applicable to the area in which the structure is located and/or a permitted exemption listed in Section 10-3.405 Table 4B.

SECTION 4: Section 10-4.206, Nonconforming Structures and Exceptions to standards, is hereby amended to add subsection (c) to read as follows:

(c) The Town may permit exceptions as permitted in Section 10-3.405 Table 4B.

SECTION 5: Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table, Table 4B, is hereby amended to add a new provision to address Foundation Repair and Replacement and read as follows:

Foundation Repair and Replacement					
	<u>Front</u>	<u>Rear</u>	<u>Interior Side</u>	<u>Street Side</u>	<u>Review Required</u>
<u>1. Properties with legal nonconforming setbacks and located within a Special Flood Hazard Area as designated by the Federal Emergency Management Agency (FEMA) are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to comply with Title 7, Chapter 11, Protection of Flood Hazard Areas of the San Anselmo Municipal Code and FEMA regulations, as amended from time to time.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>
<u>2. Properties with legal nonconforming setbacks are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to accommodate the repaired or new foundation.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>

SECTION 6: Severability: To the extent allowed under State law, the Town Council hereby declares every section, paragraph, sentence, clause and phrase is severable. To the extent allowed under State law, 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 7: Inclusion in the San Anselmo Municipal Code. It is the intention of the San Anselmo Town Council that the text in this Ordinance be made a part of the San Anselmo Municipal Code and that the text may be renumbered or re-lettered and the word "Ordinance" may be changed to "Section", "Chapter", or such other appropriate word or phrase to accomplish this intention.

SECTION 8: 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 April 11, 2023, and was adopted at a regular meeting of the San Anselmo Town Council on April XX, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Steve Burdo

Attest

Town Clerk, Serge Avila



POLICY APPLICATION OF TABLE 4B, FOUNDATION REPAIR AND REPLACEMENT

For properties located within a Special Flood Hazard Area as designated by FEMA:

Property owners with substandard legal nonconforming setbacks may repair and/or replace the foundation and other structural elements related to a foundation to ensure the finished floor meets the requirements of the Town's Flood Protection regulations, Building and/or Fire Codes.

This exception would allow the overall height of the residential building to be increased to the extent necessary to comply with Title 7, Chapter 11, Protection of Flood Hazard Areas of the San Anselmo Municipal Code and FEMA regulations if the Town's Floodplain Administrator determines the foundation, related structural improvements, and/or finished floor will need to be raised to comply with Town's Flood Hazard regulations.

This exception may also be used in conjunction with other exceptions listed in Table 4B. However, no second story additions and/or modifications would be exempt from this exception, and those projects would require Design Review pursuant to Title 10, Chapter 3, Article 15, Section 10-3.1505, Projects subject to design review, of the San Anselmo Municipal Code.

For properties outside of a Special Flood Hazard Area as designated by FEMA and have legal nonconforming setbacks:

Property owners with substandard legal nonconforming setbacks may repair and/or replace the foundation and other structural elements even if the repair and/or new foundation would not be an in-kind replacement to ensure the foundation meets the Town's Building and/or Fire Codes.

This exception would allow the overall height of the residential building to be increased to the extent necessary to accommodate the repaired or new foundation if the Town's Building Official determines that the foundation and related structural improvements are necessary to ensure compliance with the Town's Building and/or Fire Code.

This exception may also be used in conjunction with other exceptions listed in Table 4B. However, no second story additions and/or modifications would be exempt from this exception, and those projects would require Design Review pursuant to Title 10, Chapter 3, Article 15, Section 10-3.1505, Projects subject to design review, of the San Anselmo Municipal Code.

**SAN ANSELMO PLANNING COMMISSION
RESOLUTION NO. 2023-04**

**RESOLUTION OF THE PLANNING COMMISSION OF THE TOWN OF SAN ANSELMO
RECOMMENDING TOWN COUNCIL ADOPTION OF AN ORDINANCE AMENDMENT TO TITLE 10,
CHAPTER 3, SECTION 10-3.607 “NONCONFORMING STRUCTURES AND IMPROVEMENTS”,
SECTION 10-4.206 “NONCONFORMING STRUCTURES AND EXCEPTIONS TO STANDARDS”, AND
SECTION 10-3.405 “MINOR INTRUSIONS INTO REQUIRED DEVELOPMENT STANDARDS FOR
RESIDENTIAL PROPERTIES TABLE 4B” TO ALLOW THE REPAIR AND/OR REPLACEMENT OF
FOUNDATIONS FOR LEGAL NONCONFORMING RESIDENTIAL STRUCTURES**

WHEREAS, the Planning Commission desires to help facilitate, encourage, and provide an efficient ministerial streamlined review process for property owners to improve their residential structures to address any public health, safety, and/or welfare deficiencies related to the repair and/or replacement of foundations for properties with legal nonconforming setbacks; and

WHEREAS, Section 10-3.607 of the San Anselmo Municipal Code provides regulations and procedures for addressing existing uses and existing buildings and improvements which are not in conformance with provisions of this chapter as of the date of its adoption or amendment and allows a nonconforming structure to be improved or reconstructed “in-kind” provided there are no changes to the dimension, design, or location; and

WHEREAS, the “in-kind” repair or replacement of foundations necessary to comply with the Town’s current Building and Fire Codes is difficult, or sometimes not possible, without changing the dimension, design, and materials of a foundation and related structural improvements and therefore would require a discretionary Variance; and

WHEREAS, the Town’s Flood Management Ordinance, Title 7, Chapter 11, “Protection of Flood Hazard Areas” and Federal Emergency Management (FEMA) regulations require properties that undergo a “substantial improvement” to be raised one foot above Base Flood Elevation, as this elevation will be protective against flood damage; and

WHEREAS, the proposed Ordinance Amendment will ministerially allow the repair or replacement of the foundations for nonconforming residential properties without the need for a discretionary Variance, specifically allowing:

1. Properties with legal nonconforming setbacks located within a Special Flood Hazard Area to repair or replace the foundation of a residential structure as necessary to meet current Building/Fire Code, and allow the overall height of the structure to be correspondingly increased to the extent necessary to comply with the Town’s Flood Management Ordinance and FEMA requirements; and

2. Properties with legal nonconforming setbacks to repair or replace the foundation of a residential structure necessary to meet current Building/Fire Code, and allow the overall height of the structure to be correspondingly increased to the extent necessary to accommodate the repaired or new foundation; and

WHEREAS, the Planning Commission is responsible for providing recommendations to the Town Council for proposed amendments to the Town’s Zoning Code pursuant to Government Code section 65853 *et seq.*; and

WHEREAS, the adoption of the proposed Ordinance Amendment is exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guideline section 15301 involving the minor alteration of existing residences involving negligible or no expansion of use beyond that already in existence; and CEQA Guideline section 15601(b)(3) because it can be seen with certainty that there is no possibility that the adoption of the Ordinance Amendment may have a significant effect on the environment; and

WHEREAS, the adoption of the proposed Ordinance Amendment in the public interest and is consistent with the Town’s General Plan Objective No. 16 “to protect the community from danger to life and property caused by flooding” and General Plan Policy 16.2, which requires the Town “To only allow development within the 100-year floodplain which is consistent with the Town’s adopted Protection of Flood Hazard Areas and Water Course Ordinance”; and

WHEREAS, the Ordinance Amendment is consistent with the San Anselmo Climate Action Plan 2030 policies A-1 (Preparation and Response to Local Hazards), E-5 (Streamlined Permit Process), and W-3 (Waste Reduction); and

WHEREAS, the Ordinance is consistent with the Marin County Multi-Jurisdictional Local Hazard Mitigation Plan policies MLT-3 (Adopt, amend as needed, and enforce updated versions of state and federal regulations for Building and Fire Codes so that optimal standards are used in construction and renovation projects of public and private buildings and infrastructure), FLD-1 (Maintain participation in the National Flood Insurance Program and manage beyond minimum requirements as appropriate for local conditions. Consider improving Community Rating System (CRS) score if benefit exceeds cost for a given jurisdiction), and FLD-2 (Incorporate flood Planning and planning into local permitting and planning); and

WHEREAS, the Planning Commission held a duly noticed public hearing on March 6, 2023 to consider the Ordinance Amendment.

NOW, THEREFORE, BE IT RESOLVED that:

1. The above recitals are true and correct and incorporated as findings herein.
2. The Planning Commission of the Town of San Anselmo does hereby recommend that the Town Council adopt the proposed Ordinance Amendment as set forth in **Exhibit A** attached hereto.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the San Anselmo Planning Commission on the 6th day of March, 2023, by the following vote:

AYES: Heiman, Strauss, Smith, Pipkin, Koblick de Leon, Asselstine

NOES: None

ABSTAIN: None

ABSENT: Tunny

RECUSED: None

A handwritten signature in blue ink, reading "Heidi Saba". The signature is written in a cursive, flowing style.

Secretary to the Planning Commission

EXHIBIT A

Section 10-3.607(f)(1), Nonconforming uses and improvements, is hereby amended to read as follows:

- (1) Any nonconforming building or improvement may be maintained, repaired, enlarged, extended, or structurally altered provided the enlargement or alteration complies with the use, setback, height, lot coverage and other site development requirements of the zone in which the structure is located, as well as other development regulations applicable to the area in which the structure is located and/or a permitted exemption listed in Section 10-3.405 Table 4B.

Section 10-4.206, Nonconforming Structures and Exceptions to standards, is hereby amended to add subsection (c) to read as follows:

(c) The Town may permit exceptions as permitted in Section 10-3.405 Table 4B.

Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table, Table 4B, is hereby amended to add a new provision to address Foundation Repair and Replacement and read as follows:

<u>Foundation Repair and Replacement</u>					
	<u>Front</u>	<u>Rear</u>	<u>Interior Side</u>	<u>Street Side</u>	<u>Review Required</u>
<u>1. Properties with legal nonconforming setbacks and located within a Special Flood Hazard Area as designated by the Federal Emergency Management Agency (FEMA) are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to comply with Title 7, Chapter 11, Protection of Flood Hazard Areas of the San Anselmo Municipal Code and FEMA regulations, as amended from time to time.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>
<u>2. Properties with legal nonconforming setbacks are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The building height may be raised, and the overall height may be increased to the extent necessary as determined by the Town's Building Official to accommodate the repaired or new foundation.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>



**TOWN OF SAN ANSELMO
PLANNING COMMISSION STAFF REPORT**

For the meeting of March 6, 2023

Agenda Item 6.A

Date: March 6, 2023

To: Chair Tunny and Members of the Planning Commission

From: Heidi Scoble, Planning Director

Subject: Consider and adopt a Resolution recommending to the Town Council Ordinance Amendments to Section 10-3.607, Nonconforming uses and improvements, Section 10-4.206, Nonconforming Structures and Exceptions to standards, and add a Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table 4B to allow the repair and/or replacement of foundations for legal nonconforming residential structures.

Recommendation

That the Planning Commission hold a public hearing and adopt a Resolution (see **Attachment 1**) recommending that the Town Council adopt an Ordinance (see **Attachment 2**), and Policy Application of Section 10-3.405, Table 4B, for Foundation Repair and Replacement (see **Attachment 3**).

Background/Discussion

On February 6, 2023, the Planning Commission considered and discussed whether the Town's Zoning Code should be amended to provide a more streamlined ministerial process to allow the repair and/or replacement of foundations and other related structural improvements related to a foundation (referred to herein as "foundations") of residences that have legal nonconforming setbacks.

The Planning Commission supported the concept of the proposed amendments to address foundation repair and/or replacement and requested corresponding Policy direction to apply the proposed amendments in Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table, Table 4B.

Accordingly, attached is the proposed Ordinance (see **Attachment 2**) and Policy Application memo (see **Attachment 3**) that has been prepared to be consistent with the proposed

amendments summarized in the February 6, 2023 Staff Report (see **Attachment 4**). An excerpt of the unapproved meeting minutes is also attached (see **Attachment 5**).

GENREAL PLAN CONSISTENCY

The Ordinance is consistent with the General Plan’s Objective No. 16, “to protect the community from danger to life and property caused by flooding” and General Plan Policy 16.2, “To only allow development within the 100-year floodplain which is consistent with the Town’s adopted Protection of Flood Hazard Areas and Water Course Ordinance”.

CEQA AND CLIMATE ACTION PLAN CONFORMANCE

Adoption of the Resolution and Ordinance is exempt from the California Environmental Quality Act (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. The project is also exempt from CEQA Guideline Section 15301 for minor alterations of existing residences involving negligible or no expansion of use beyond that already in existence.

The Ordinance Amendment is also consistent with the following San Anselmo Climate Action Plan 2030 adopted in 2019:

1. Adaptation and Resilience (A) : A-1: Preparation and Response a. Continue to incorporate the increased risk of wildfire, extreme heat, storm events and other extremes [such as Flood Events] in the Town’s Local Hazard Mitigation Plan.
2. E-5: Streamline Permit Process and Provide Technical Assistance Analyze current green building permit and inspection process to eliminate barriers and provide technical assistance to ensure successful implementation of green building requirements. Participate in countywide efforts to make it easier for contractors and building counter staff to simplify applications and identify incentives.
3. W-3: Construction & Demolition Debris and Self-Haul Waste Continue to enforce Town construction & demolition debris material recycling ordinance (San Anselmo Municipal Code Section 9-20.01 et. seq.).

Attachments

Attachment 1- Resolution

Attachment 2- Draft Ordinance

Attachment 3- Draft Policy Application of Section 10-3.405, Table 4B, for Foundation Repair and Replacement

Attachment 4- February 6, 2023 Agenda Item 6.B Staff Report

Attachment 5- February 6, 2023 Planning Commission Minute Excerpt for Agenda Item 6.B

**SAN ANSELMO PLANNING COMMISSION
RESOLUTION NO. 2023-04**

**RESOLUTION OF THE PLANNING COMMISSION OF THE TOWN OF SAN ANSELMO
RECOMMENDING TOWN COUNCIL ADOPTION OF AN ORDINANCE AMENDMENT TO TITLE 10,
CHAPTER 3, SECTION 10-3.607 “NONCONFORMING STRUCTURES AND IMPROVEMENTS”,
SECTION 10-4.206 “NONCONFORMING STRUCTURES AND EXCEPTIONS TO STANDARDS”, AND
SECTION 10-3.405 “MINOR INTRUSIONS INTO REQUIRED DEVELOPMENT STANDARDS FOR
RESIDENTIAL PROPERTIES TABLE 4B” TO ALLOW THE REPAIR AND/OR REPLACEMENT OF
FOUNDATIONS FOR LEGAL NONCONFORMING RESIDENTIAL STRUCTURES**

WHEREAS, the Planning Commission desires to help facilitate, encourage, and provide an efficient ministerial streamlined review process for property owners to improve their residential structures to address any public health, safety, and/or welfare deficiencies related to the repair and/or replacement of foundations for properties with legal nonconforming setbacks; and

WHEREAS, Section 10-3.607 of the San Anselmo Municipal Code provides regulations and procedures for addressing existing uses and existing buildings and improvements which are not in conformance with provisions of this chapter as of the date of its adoption or amendment and allows a nonconforming structure to be improved or reconstructed “in-kind” provided there are no changes to the dimension, design, or location; and

WHEREAS, the “in-kind” repair or replacement of foundations necessary to comply with the Town’s current Building and Fire Codes is difficult, or sometimes not possible, without changing the dimension, design, and materials of a foundation and related structural improvements and therefore would require a discretionary Variance; and

WHEREAS, the Town’s Flood Management Ordinance, Title 7, Chapter 11, “Protection of Flood Hazard Areas” and Federal Emergency Management (FEMA) regulations require properties that undergo a “substantial improvement” to be raised one foot above Base Flood Elevation, as this elevation will be protective against flood damage; and

WHEREAS, the proposed Ordinance Amendment will ministerially allow the repair or replacement of the foundations for nonconforming residential properties without the need for a discretionary Variance, specifically allowing:

1. Properties with legal nonconforming setbacks located within a Special Flood Hazard Area to repair or replace the foundation of a residential structure as necessary to meet current Building/Fire Code, and allow the overall height of the structure to be correspondingly increased to the extent necessary to comply with the Town’s Flood Management Ordinance and FEMA requirements; and

2. Properties with legal nonconforming setbacks to repair or replace the foundation of a residential structure necessary to meet current Building/Fire Code, and allow the overall height of the structure to be correspondingly increased to the extent necessary to accommodate the repaired or new foundation; and

WHEREAS, the Planning Commission is responsible for providing recommendations to the Town Council for proposed amendments to the Town’s Zoning Code pursuant to Government Code section 65853 *et seq.*; and

WHEREAS, the adoption of the proposed Ordinance Amendment is exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guideline section 15301 involving the minor alteration of existing residences involving negligible or no expansion of use beyond that already in existence; and CEQA Guideline section 15601(b)(3) because it can be seen with certainty that there is no possibility that the adoption of the Ordinance Amendment may have a significant effect on the environment; and

WHEREAS, the adoption of the proposed Ordinance Amendment in the public interest and is consistent with the Town’s General Plan Objective No. 16 “to protect the community from danger to life and property caused by flooding” and General Plan Policy 16.2, which requires the Town “To only allow development within the 100-year floodplain which is consistent with the Town’s adopted Protection of Flood Hazard Areas and Water Course Ordinance”; and

WHEREAS, the Ordinance Amendment is consistent with the San Anselmo Climate Action Plan 2030 policies A-1 (Preparation and Response to Local Hazards), E-5 (Streamlined Permit Process), and W-3 (Waste Reduction); and

WHEREAS, the Ordinance is consistent with the Marin County Multi-Jurisdictional Local Hazard Mitigation Plan policies MLT-3 (Adopt, amend as needed, and enforce updated versions of state and federal regulations for Building and Fire Codes so that optimal standards are used in construction and renovation projects of public and private buildings and infrastructure), FLD-1 (Maintain participation in the National Flood Insurance Program and manage beyond minimum requirements as appropriate for local conditions. Consider improving Community Rating System (CRS) score if benefit exceeds cost for a given jurisdiction), and FLD-2 (Incorporate flood Planning and planning into local permitting and planning); and

WHEREAS, the Planning Commission held a duly noticed public hearing on March 6, 2023 to consider the Ordinance Amendment.

NOW, THEREFORE, BE IT RESOLVED that:

1. The above recitals are true and correct and incorporated as findings herein.
2. The Planning Commission of the Town of San Anselmo does hereby recommend that the Town Council adopt the proposed Ordinance Amendment as set forth in **Exhibit A** attached hereto.

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the San Anselmo Planning Commission on the 6th day of March, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

RECUSED:

APPROVED: _____
Thomas Tunny, Planning Commission Chair

ATTEST: _____
Heidi Scoble, Planning Director

EXHIBIT A

Section 10-3.607(f)(1), Nonconforming uses and improvements, is hereby amended to read as follows:

- (1) Any nonconforming building or improvement may be maintained, repaired, enlarged, extended, or structurally altered provided the enlargement or alteration complies with the use, setback, height, lot coverage and other site development requirements of the zone in which the structure is located, as well as other development regulations applicable to the area in which the structure is located and/or a permitted exemption listed in Section 10-3.405 Table 4B.

Section 10-4.206, Nonconforming Structures and Exceptions to standards, is hereby amended to add subsection (c) to read as follows:

(c) The Town may permit exceptions as permitted in Section 10-3.405 Table 4B.

Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table, Table 4B, is hereby amended to add a new provision to address Foundation Repair and Replacement and read as follows:

<u>Foundation Repair and Replacement</u>					
	<u>Front</u>	<u>Rear</u>	<u>Interior Side</u>	<u>Street Side</u>	<u>Review Required</u>
<u>1. Properties with legal nonconforming setbacks and located within a Special Flood Hazard Area as designated by the Federal Emergency Management Agency (FEMA) are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to comply with Title 7, Chapter 11, Protection of Flood Hazard Areas of the San Anselmo Municipal Code and FEMA regulations, as amended from time to time.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>
<u>2. Properties with legal nonconforming setbacks are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to accommodate the repaired or new foundation.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>

ORDINANCE NO.
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO AMENDING
TITLE 10 TO AMEND CHAPTER 3 SECTION 10-3.607, NONCONFORMING STRUCTURES
AND IMPROVEMENTS, SECTION 10-4.206, NONCONFORMING STRUCTURES AND
EXCEPTIONS TO STANDARDS, AND SECTION 10-3.405, MINOR INTRUSIONS INTO
REQUIRED DEVELOPMENT STANDARDS FOR RESIDENTIAL PROPERTIES TABLE 4B TO
ALLOW THE REPAIR AND/OR REPLACEMENT OF FOUNDATIONS FOR LEGAL
NONCONFORMING RESIDENTIAL STRUCTURES

WHEREAS, the Town Council desires to help facilitate, encourage, and provide an efficient ministerial streamlined review process for property owners to improve their residential structures to address any public health, safety, and/or welfare deficiencies related to the repair and/or replacement of foundations for properties with legal nonconforming setbacks; and

WHEREAS, Section 10-3.607 of the San Anselmo Municipal Code provides regulations and procedures for addressing existing uses and existing buildings and improvements which are not in conformance with provisions of this chapter as of the date of its adoption or amendment and allows a nonconforming structure to be improved or reconstructed “in-kind” provided there are no changes to the dimension, design, or location; and

WHEREAS, the “in-kind” repair or replacement of foundations necessary to comply with the Town’s current Building and Fire Codes is difficult, or sometimes not possible, without changing the dimension, design, and materials of a foundation and related structural improvements and therefore would require a discretionary Variance; and

WHEREAS, the proposed Ordinance Amendment will ministerially allow the repair or replacement of the foundations for nonconforming residential properties without the need for a discretionary Variance, specifically allowing:

1. Properties with legal nonconforming setbacks located within a Special Flood Hazard Area to repair or replace the foundation of a residential structure as necessary to meet current Building/Fire Code, and allow the overall height of the structure to be correspondingly increased to the extent necessary to comply with the Town’s Flood Management Ordinance and FEMA requirements; and
2. Properties with legal nonconforming setbacks to repair or replace the foundation of a residential structure necessary to meet current Building/Fire Code, and allow the overall height of the structure to be correspondingly increased to the extent necessary to accommodate the repaired or new foundation; and

WHEREAS, the adoption of the proposed Ordinance Amendment in the public interest and is consistent with the Town’s General Plan Objective No. 16 “to protect the community from danger to life and property caused by flooding” and General Plan Policy 16.2, which requires the Town “To only allow development within the 100-year floodplain which is consistent with the Town’s adopted Protection of Flood Hazard Areas and Water Course Ordinance”; and

WHEREAS, the Ordinance Amendment is consistent with the San Anselmo Climate Action Plan 2030

policies A-1 (Preparation and Response to Local Hazards), E-5 (Streamlined Permit Process), and W-3 (Waste Reduction); and

WHEREAS, the Ordinance Amendment is consistent with the Marin County Multi-Jurisdictional Local Hazard Mitigation Plan policies MLT-3 (Adopt, amend as needed, and enforce updated versions of state and federal regulations for Building and Fire Codes so that optimal standards are used in construction and renovation projects of public and private buildings and infrastructure), FLD-1 (Maintain participation in the National Flood Insurance Program and manage beyond minimum requirements as appropriate for local conditions. Consider improving Community Rating System (CRS) score if benefit exceeds cost for a given jurisdiction), and FLD-2 (Incorporate flood Planning and planning into local permitting and planning); and

WHEREAS, the Ordinance Amendment will allow and encourage property owners who own property in Special Flood Hazard Areas as defined by the Federal Emergency Management Agency to be able to comply with the Town's Community Rating System; a voluntary program that encourages and rewards communities for going beyond the minimum requirements of the FEMA's National Flood Insurance Program; and

WHEREAS, Section 10-3.607 of the San Anselmo Municipal Code provides regulations and procedures for addressing existing uses and existing buildings and improvements which are not in conformance with provisions of this chapter as of the date of its adoption or amendment and allows a nonconforming structure to be improved or reconstructed "in-kind" provided there are no changes to the dimension, design, or location; and

WHEREAS, on March 6, 2023, the Planning Commission conducted a duly noticed public hearing for the Ordinance Amendment and voted to recommend Town Council approval; and

WHEREAS, public notice of the Town Council hearing to consider the Ordinance Amendment was published in the Marin Independent Journal on March XX, 2023; and

WHEREAS, the Town Council held a public hearing on March XX, 2023, to consider the Planning Commission recommendation and introduce the draft Ordinance; and

WHEREAS, the Town Council held a public hearing on April XX, 2023, to consider the Planning Commission recommendation and introduce the draft Ordinance; and

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

SECTION 1: California Environmental Quality Act. The Town Council finds and determines that the adoption of this Ordinance Amendment is exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guideline section 15301 involving the minor alteration of existing residences involving negligible or no expansion of use beyond that already in existence; and CEQA Guideline section 15601(b)(3) because it can be seen with certainty that there is no possibility that the adoption of the Ordinance Amendment may have a significant effect on the environment.

SECTION 2: The above recitals are true and correct and incorporated as findings herein.

SECTION 3: Section 10-3.607(f)(1), Nonconforming uses and improvements, is hereby amended to read as follows:

- (1) Any nonconforming building or improvement may be maintained, repaired, enlarged, extended, or structurally altered provided the enlargement or alteration complies with the use, setback, height, lot coverage and other site development requirements of the zone in which the structure is located, as well as other development regulations applicable to the area in which the structure is located and/or a permitted exemption listed in Section 10-3.405 Table 4B.

SECTION 4: Section 10-4.206, Nonconforming Structures and Exceptions to standards, is hereby amended to add subsection (c) to read as follows:

(c) The Town may permit exceptions as permitted in Section 10-3.405 Table 4B.

SECTION 5: Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table, Table 4B, is hereby amended to add a new provision to address Foundation Repair and Replacement and read as follows:

Foundation Repair and Replacement					
	<u>Front</u>	<u>Rear</u>	<u>Interior Side</u>	<u>Street Side</u>	<u>Review Required</u>
<u>1. Properties with legal nonconforming setbacks and located within a Special Flood Hazard Area as designated by the Federal Emergency Management Agency (FEMA) are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to comply with Title 7, Chapter 11, Protection of Flood Hazard Areas of the San Anselmo Municipal Code and FEMA regulations, as amended from time to time.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>
<u>2. Properties with legal nonconforming setbacks are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to accommodate the repaired or new foundation.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>

SECTION 6: Severability: To the extent allowed under State law, the Town Council hereby declares every section, paragraph, sentence, clause and phrase is severable. To the extent allowed under State law, 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 7: Inclusion in the San Anselmo Municipal Code. It is the intention of the San Anselmo Town Council that the text in this Ordinance be made a part of the San Anselmo Municipal Code and that the text may be renumbered or re-lettered and the word "Ordinance" may be changed to "Section", "Chapter", or such other appropriate word or phrase to accomplish this intention.

SECTION 8: 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 March XX, 2023, and was adopted at a regular meeting of the San Anselmo Town Council on March XX, 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Steve Burdo

Attest

Town Clerk, Serge Avila



POLICY APPLICATION OF TABLE 4B, FOUNDATION REPAIR AND REPLACEMENT

For properties located within a Special Flood Hazard Area as designated by FEMA:

Property owners with substandard legal nonconforming setbacks may repair and/or replace the foundation and other structural elements related to a foundation to ensure the finished floor meets the requirements of the Town's Flood Protection regulations, Building and/or Fire Codes.

This exception would allow the overall height of the residential building to be increased to the extent necessary to comply with Title 7, Chapter 11, Protection of Flood Hazard Areas of the San Anselmo Municipal Code and FEMA regulations if the Town's Floodplain Administrator determines the foundation, related structural improvements, and/or finished floor will need to be raised to comply with Town's Flood Hazard regulations.

This exception may also be used in conjunction with other exceptions listed in Table 4B. However, no second story additions and/or modifications would be exempt from this exception, and those projects would require Design Review pursuant to Title 10, Chapter 3, Article 15, Section 10-3.1505, Projects subject to design review, of the San Anselmo Municipal Code.

For properties outside of a Special Flood Hazard Area as designated by FEMA and have legal nonconforming setbacks:

Property owners with substandard legal nonconforming setbacks may repair and/or replace the foundation and other structural elements even if the repair and/or new foundation would not be an in-kind replacement to ensure the foundation meets the Town's Building and/or Fire Codes.

This exception would allow the overall height of the residential building to be increased to the extent necessary to accommodate the repaired or new foundation if the Town's Building Official determines that the foundation and related structural improvements are necessary to ensure compliance with the Town's Building and/or Fire Code.

This exception may also be used in conjunction with other exceptions listed in Table 4B. However, no second story additions and/or modifications would be exempt from this exception, and those projects would require Design Review pursuant to Title 10, Chapter 3, Article 15, Section 10-3.1505, Projects subject to design review, of the San Anselmo Municipal Code.



**TOWN OF SAN ANSELMO
PLANNING COMMISSION STAFF REPORT**

For the meeting of February 6, 2023

Agenda Item 6.B

Date: February 6, 2023

To: Chair Tunny and Members of the Planning Commission

From: Heidi Scoble, Planning Director

Subject: Discuss Foundation Replacement for Nonconforming Residences

Recommendation

Receive a presentation from staff and provide direction to staff regarding possible Zoning Code amendments to address foundation replacement for nonconforming residences. No formal action is needed.

Background

The purpose of this item is to discuss whether the Town's Zoning Code should be amended to provide a more streamlined ministerial process to allow the repair and/or replacement of foundations and cripple walls (referred to herein as "foundations") of residences that have legal nonconforming setbacks.

The Town currently regulates nonconforming structures as follows:

[Section 10-3.607](#): Nonconforming uses and improvements.

Section 10-3.607 provides regulations and procedures for addressing existing uses and existing buildings and improvements which are not in conformance with provisions of this chapter as of the date of its adoption or amendment.

Section 10-3.607(e)(1)(ii), allows a nonconforming structure to be improved or reconstructed "in-kind" provided there are no changes to the dimension, design, or location. There is an exception that would allow a nonconforming structure to be moved from a zero-foot setback to a two-foot maximum setback.

Section 10-3.607(f)(1) allows any nonconforming building or improvement may be maintained, repaired, enlarged, extended, or structurally altered provided the enlargement or alteration

complies with the use, setback, height, lot coverage and other site development requirements of the zone in which the structure is located, as well as other development regulations applicable to the area in which the structure is located.

Section 10-4.206: Nonconforming Structures and Exceptions to standards.

Section 10-4.206 provides direction on how to treat nonconforming structures related to housing developments that are permitted by-right under Government Code Section 65852.21 (Senate Bill [SB] 9). Specifically, the section states that the Town cannot require the correction of a preexisting nonconforming zoning condition as a conditional of approval for an SB 9 unit. However, if the SB 9 units would exacerbate a nonconformity, then an applicant could request a Conditional Use Permit and Design Review to allow for an exception.

When considering foundation repair and replacement, under the current regulations, a foundation can be repaired and/or replaced as long as the dimensions are the same. However, if there is a need to repair or replace a foundation, in order (for example) to comply with current building code, that would require the dimensions of the foundation to be modified, then a Variance would be triggered. A Variance is a discretionary land use permit that is regulated under State law and Title 10, Planning and Zoning, Chapter 3, Zoning, and [Article 14, Variance](#). A Variance requires a noticed public hearing and action by the Planning Commission. The Planning Commission may only approve the project if all of the requisite findings pursuant to [Section 10-3.1405](#) can be achieved.

The current challenge under the existing regulations is that the regulations do not account for residential structures located within Special Flood Hazard Areas as designated by the Federal Emergency Management Agency (FEMA) or current building and fire codes.

Under Town Code and FEMA regulations, if a project constitutes a “substantial improvement”, which is defined when the cost of the project equals or exceeds 50% of the fair market value of the structure prior to construction, the structure must be raised to 1 foot above Base Flood Elevation (BFE). (SAMC § 7-11.201; 44 CFR 59.1.) One foot above BFE is considered to protect against property damage due to flooding. As such, if a nonconforming residence is located in flood zone and it is determined that the foundation of the nonconforming residence needs to be raised in order to meet the base flood elevation requirements of the respective flood zone, then a Variance would be required to allow a modification to the existing vertical dimensions of the structure in order to comply with the Town’s floor protection regulations pursuant to [Title 7, Chapter 11, Protection of Flood Hazard Areas](#). Additionally, some property owners may wish to provide flood protection by raising their properties even if their project does not meet the threshold of a “substantial improvement”.

The same concept applies for nonconforming residential structures that are located outside of flood zones, but would need to repair and/or replace a foundation to meet current building and fire codes. For example, if a foundation repair created a larger foundation than the nonconforming foundation, a Variance would be triggered even if the new foundation was necessary to meet building code.

The repair and replacement of foundations is required to conform to the Town's Building and Fire Codes, and there is limited discretion the Town can apply without denying the right to address health and safety improvements. Therefore, staff is seeking input from the Planning Commission regarding possible Zoning Code amendments that would provide a ministerial review process in lieu of a discretionary Variance process as described previously. The ministerial process would require a staff level review by the Building Department, Public Works Department, and Planning Department, and it would only allow a property owner to repair or replace a foundation (and not allow other modifications to the structure that would alter the existing dimensions of the residential structure) associated with a legal nonconforming residence if the design of the foundation is necessary to meet the Town's Building and Fire Codes and/or Flood Hazard regulations.

For context and clarification, a "ministerial review and approval process" involves little or no discretion and merely applies a checklist or clear requirements to the facts presented. The Building Code would provide clear parameters on the design and construction requirements. Conversely, a "discretionary review and approval process" involves a designated review authority and requires their judgement and deliberation to decide whether to issue an approval and how best to shape or condition an approval. The current discretionary review authorities listed in the Zoning Code include:

- Planning Director: certain Design Review projects and Minor Use Permits;
- Planning Commission: Design Review projects, Variances, Conditional Use Permits, Grading Permits, Tentative Maps, etc.; and
- Town Council: appeals and legislative actions, such as adoption of Ordinances.

Discussion

If the Planning Commission is interested in allowing a ministerial approval process for the repair and/or replacement of foundations associated with legal nonconforming residences, staff is recommending the following amendments to the Zoning Code:

Amend Section 10-3.607(f)(1), Nonconforming uses and improvements, as follows:

(f) Expansion of nonconforming buildings and improvements.

- (1) Any nonconforming building or improvement may be maintained, repaired, enlarged, extended, or structurally altered provided the enlargement or alteration complies with the use, setback, height, lot coverage and other site development requirements of the zone in which the structure is located, as well as other development regulations applicable to the area in which the structure is located and/or a permitted exemption listed in Section 10-3.405 Table 4B.

Amend Section 10-4.206, Nonconforming Structures and Exceptions to standards, as follows:

- (a) The Town shall not require the correction of any preexisting nonconforming zoning condition as a condition of approval for a Ministerial Housing Unit.
- (b) The Town may permit exceptions to Sections 10-4.202 through 10-4.205 subject to approval of design review and a conditional use permit in accordance with Article 13 and 15 of this title.

(c) The Town may permit exceptions as permitted in Section 10-3.405 Table 4B.

Amend Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table, Table 4B, to add a new section as follows:

Foundation Repair and Replacement					
	<u>Front</u>	<u>Rear</u>	<u>Interior Side</u>	<u>Street Side</u>	<u>Review Required</u>
<u>1. Properties with legal nonconforming setbacks and located within a Special Flood Hazard Area as designated by the Federal Emergency Management Agency (FEMA) are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to comply with Title 7, Chapter 11, Protection of Flood Hazard Areas of the San Anselmo Municipal Code and FEMA regulations, as amended from time to time.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>
<u>2. Properties with legal nonconforming setbacks are permitted to repair or replace the foundation of a residential structure as necessary to meet current Building and/or Fire Codes. The property may be raised, and the overall height may be increased to the extent necessary to accommodate the repaired or new foundation.</u>	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	No Change to Existing Setback	<u>E</u>

In closing, staff is requesting feedback from the Planning Commission regarding the following:

1. Is there interest in amending the Zoning Code to allow a ministerial, staff level review process to allow for the repair and/or replacement of foundations related to legal nonconforming residences?
2. If not, do you think the Variance process is the appropriate permit process or should a Conditional Use Permit be considered.? The Conditional Use Permit has different required

findings pursuant to [Section 10-.1305](#) than the Variance findings pursuant to [Section 10-3.1405](#).

3. If the Planning Commission believes there should be a discretionary review associated with the repair and/or replacement of foundations related to legal nonconforming residences, would the Planning Commission consider Planning Director review through either a [Variance](#), [Conditional Use Permit](#), or [Minor Use Permit](#) process?
4. If the Planning Commission agrees that a ministerial process should be developed, would the Planning Commission support the proposed language or are there any changes/edits to the draft regulations?
5. Would the Planning Commission like to expand the review process to legal nonconforming nonresidential structures, such as garages and accessory structures?
6. Does the Planning Commission have any other comments, thoughts, and/or suggestions?

Attachments

1. Section 10-3.607: Nonconforming uses and improvements
2. Section 10-4-206: Nonconforming Structures and Exceptions to Standards
3. Section 10-3.405, Minor Intrusions into Required Development Standards for Residential Properties Table, Table 4B

10-3.607 Nonconforming uses and improvements.

- (a) Purpose and intent. The purpose of this article is to provide regulations and procedures for addressing existing uses and existing buildings and improvements which are not in conformance with provisions of this chapter as of the date of its adoption or amendment.

Nonconforming uses include those which are not permitted by the current District's land use regulations, but were permitted by previous provisions either in the same zoning district or another zoning district.

Nonconforming buildings and improvements typically include those which do not conform to the current district's development standards such as yard setback, building height, or maximum number of stories.

- (b) Nonconforming uses of land.
- (1) The lawful use of land existing at the time of the passage of Ordinance No. 190 and subsequent zoning ordinances, although such use does not conform to the provisions of this chapter, may be continued; provided, however, nonconforming business and industrial uses being operated on open land unimproved by any building may be continued for a period of not more than five (5) years after January 10, 1963.
 - (2) If any nonconforming use is, or has been, abandoned, or is, or has been discontinued for a period of six (6) months or more, intentionally or unintentionally, the subsequent use of such land shall be in conformity with the provisions of this chapter.
 - (3) Except as otherwise provided in this Code, the nonconforming use of land for outdoor display or sale of goods, wares, or merchandise, whether or not such land is improved by any building, shall cease and be unlawful from and after February 15, 1971, which period of time the Council finds is fair and reasonable to permit the transition from a nonconforming use to a use which conforms to the provisions of this Code.
- (c) Expansion of nonconforming uses.
- (1) Nonconforming uses shall not be expanded or intensified.
 - (2) Buildings or improvements dedicated to nonconforming uses shall not be enlarged.
- (d) Nonconforming uses in districts established or changed in the future. The foregoing provisions of this article shall also apply to nonconforming uses in districts hereafter changed or established, and any time limit for the suspension of a nonconforming use of land shall date from the date of the enactment of this chapter or of any amendment of district boundaries which first created a nonconforming use or uses.
- (e) Nonconforming buildings and improvements.
- (1) Replacement of nonconforming buildings and improvements
 - (i) If at any time any building or improvement in existence or maintained at the time of the adoption of this chapter, which building, structure, or improvement does not conform to the regulations for the district in which it is located, shall be either: (a) destroyed by fire, explosion, act of God, or act of the public enemy; or (b) demolished; or (c) fifty (50%) percent or more of the existing exterior walls of a structure above the foundation are demolished, then, and without further action of the Town Council, the building, structure, or improvement and the land on which the building or improvement was located or maintained, from and after the date of such destruction, demolition or removal shall be subject to all regulations of the district in which such land and/or building is located. The Planning Director may develop written guidelines for what is included in exterior wall demolition, which shall be measured in square feet and shall include the square feet of windows and doors that are removed.

-
- (ii) An exception to (e)(1)(i) above is if the new building or improvement is a replacement in kind with no dimension, design or location changes beyond relocating the building or improvement from an existing zero-foot property line setback to a two-foot maximum setback for maintenance purposes and it can be shown that such building or improvement was erected either before applicable ordinances or with applicable Building permit and Planning approval.
 - (f) Expansion of nonconforming buildings and improvements.
 - (1) Any nonconforming building or improvement may be maintained, repaired, enlarged, extended, or structurally altered provided the enlargement or alteration complies with the use, setback, height, lot coverage and other site development requirements of the zone in which the structure is located, as well as other development regulations applicable to the area in which the structure is located.

(§ 1, Ord. 917, eff. February 26, 1991, Ord. 1032, eff. February 11, 2003)

(Ord. No. 1069, 3-24-2009; Ord. No. 1150 § 2(Exh. 1), 9-22-2020)

10-4.206 Nonconforming Structures and Exceptions to standards.

- (a) The Town shall not require the correction of any preexisting nonconforming zoning condition as a condition of approval for a Ministerial Housing Unit.
- (b) The Town may permit exceptions to Sections 10-4.202 through 10-4.205 subject to approval of design review and a conditional use permit in accordance with Article 13 and 15 of this title.

(Ord. No. 1159 , § 18, 12-14-2021; Ord. No. 1160 , § 18, 12-14-2021)

10-3.405 Minor Intrusions into Required Development Standards for Residential Properties Table.

The Minor Intrusions Into Required Development Standards for Residential Properties Table, referred to as Table 4B, lists: (a) exceptions, which require no discretionary action by the Planning Director nor Planning Commission; (b) minor exceptions, which require discretionary action by the Planning Director; and (c) minor intrusions that require planning commission design review.

(§ 1, Ord. 917, eff. February 26, 1991, as amended by § 3, Ord. 1044 (part), eff. July 28, 2005)

(Ord. No. 1115, § 5, 2-28-2017)

MINOR INTRUSIONS INTO REQUIRED RESIDENTIAL DEVELOPMENT STANDARDS

Table 4B⁽¹⁾⁽²⁾⁽³⁾

Feature	Front	Rear	Interior Side	Street Side	Review Required
Accessory Structure - Detached or Attached					
A. For properties with a rear property frontage on Center Boulevard or Red Hill Avenue (one of the following):					
1. One, similar in type to gazebo, tool shed, or play structure, less than 200 square feet in area up to 10' in height ⁽⁴⁾ above the ground surface subject to screen landscaping between the accessory structure and the right of way, as approved by the Planning and Building Director. It is encouraged that the roof pitch design of accessory buildings be similar to that of the main dwelling; <u>or</u>	20'	4'	8'	8'	E
2. One, similar in type to gazebo, tool shed, or play structure, less than 200 square feet in area exceeding 10' in height ⁽⁴⁾ , but no higher than 12' in height above the ground surface subject to screen landscaping between the accessory structure and the right of way, as approved by the Planning and Building Director. It is encouraged that the roof pitch design of accessory buildings be similar to that of the main dwelling; <u>or</u>	20'	6'	8'	8'	E
3. One, similar in type to gazebo, tool shed, or play structure, less than 200 square feet in area up to 10' in height ⁽⁴⁾ above the ground surface subject to screen landscaping between the accessory structure and the right of way, as approved by the Planning and Building Director. It is encouraged that the roof pitch design of accessory buildings be similar to that of the main dwelling; <u>or</u>	20'	4'	0'	0'	DR
4. One, similar in type to gazebo, tool shed, or play structure, less than 200 square feet in area exceeding 10' in height ⁽⁴⁾ , but no higher than 12' in height above the ground surface subject to screen landscaping between the accessory structure and the right of way, as approved by the Planning and Building Director. It is encouraged that the roof pitch design of accessory buildings be similar to that of the main dwelling.	20'	6'	0'	0'	DR

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(Supp. No. 35)

B. For all other properties:					
One, similar in type to gazebo, tool shed, or play structure less than 120 square feet in area (measured to exterior walls or surfaces) and 8' or less in height above the ground surface ⁽⁴⁾	20'	0'	0'	0'	E
Arbor and Trellis:					
1. Freestanding, 60 square feet or less in area and 8' or less in height ⁽⁴⁾ above the ground surface. A distance of 10' shall be maintained from dwellings located on contiguous properties.	0'	0'	3'	3'	E
2. Freestanding, exceeding 60 square feet in area and exceeding 8' in height above the ground surface ⁽⁴⁾ .	0'	0'	0'	0'	ME
3. Attached, extending 3' from building wall	3'	3'	3'	3'	E
Awning, Chimney, Cornice, Eave, Fireplace					
1. All extending not more than 3' from the building wall. A distance of 10' shall be maintained from dwellings located on contiguous properties.	3'	3'	3'	3'	E
2. All extending beyond 3' from the building wall.	3'	3'	3'	3'	ME
Built In Outdoor Barbecue and Counter					
1. Counter and built in barbecue less than 36" above grade ⁽⁴⁾ .	0'	0'	0'	0'	E
2. Counter between 36" and 48" above grade ⁽⁴⁾ and built in barbecue with cover up to 60" above grade. A distance of 10' shall be maintained from dwellings on contiguous properties.	0'	0'	0'	0'	ME
Carport, Garage					
One, new detached, one car, single story carport and garage with a maximum gable height of 12' (required on-site parking spaces shall be located as described in Section 10-3.504).	20'	5'	5'	5'	DR
Chicken Coops and Runs with a permit issued pursuant to Title 5, Chapter 1, Section 5-1.04					
One structure up to 50 square feet in area and 8 feet or less in height above the ground surface used for the specific purpose of housing hens	0'	0'	0'	0'	ME
One transparent enclosure/run up to 120 square feet in area and 8 feet or less in height above the ground surface to allow hens to walk around	0'	0'	0'	0'	ME
Deck, Landing, Stairway - All Uncovered					
1. Less than 3' in height above the ground surface.	0'	0'	0'	0'	E

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2. 3' or greater in height above the ground surface.	14'	14'	6'	10'	E
3. Exceeding 3' in height above the ground surface, but not exceeding 5' in height above the ground surface.	0'	0'	0'	0'	ME
Dormer					
A maximum of one on each wall, the length of each to be no greater than 8' in length as measured parallel to the roof ridge. A distance of 10' shall be maintained from dwellings located on contiguous properties.	3'	3'	3'	3'	E
Enclosure of an Area Directly Below an Existing Deck					
To create additional living area.	0'	0'	0'	0'	DR
Fence, privacy wall, solid opaque screen planting, including supporting structures⁽³⁾					
A. For properties with rear frontages on Center Blvd and Red Hill Avenue:					
1. Up to 6' in height above the ground surface on either side of the fence at any point (3).	0'	0'	0'	0'	E
2. 6' in height with a 2' lattice top above the ground surface (for a total height of 8') with screen landscaping subject to approval by the Planning and Building Director	20'	2'	8'	8'	E
3. Between 6' and 10' in height with a 2' lattice top above the ground surface with screen landscaping subject to approval by the Planning and Building Director.	20'	4'	Encroachment not permitted	Encroachment not permitted	E
Fence, privacy wall, solid opaque screen planting, including supporting structures⁽³⁾ (continued)					
B. For all other properties;					
1. Up to 6' in height with a 2' lattice top (for a total height of 8') above the ground surface.	0'	0'	0'	0'	E
2. For properties in Bald Hill: also refer to Bald Hill Area Plan: Fence Design					
Filtered (non-opaque) Screening					
There shall be no maximum height for filtered screen vegetation unless deemed necessary in a particular instance by the Public Works Director due to safety factors necessary to maintain good vehicular and pedestrian visibility of intersections of streets, sidewalks, and driveways, after	0'	0'	0'	0'	E

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consideration of the terrain and topography of the lot involved, and the volume of vehicular and pedestrian traffic.					
First Story Rear and Side Horizontal Dwelling Infill Extensions					
1. Incorporating no additional height increase and within the boundaries created by either connecting two points of the rear wall or two points on the same side wall of a building (notch filler).	20'	0'	0'	0'	E
2. Incorporating no additional height increase and within the boundaries created by connecting one point of a side wall and one point of a rear wall of a building (notch filler).	20'	0'	0'	0'	ME
Additions to existing dwellings and accessory structures originally and legally built less than eight (8') feet but not less than five (5') feet from the interior side property line					
Existing dwellings may be expanded vertically or horizontally and existing accessory structures may be expanded horizontally along the existing building plane subject to Design Review. Should an existing building located within five (5') feet to eight (8') feet of the interior side property line originally and legally built be removed and rebuilt with no dimension changes from that which previously existing, the 5' to 8' setback is considered grandfathered and expansion can occur along the former building plane subject to Design Review. This provision does not apply to: (a) Additions to existing structures which are less than eight (8') feet from the interior side property line by virtue of a previously granted variance; (b) Any construction less than five (5') feet from the interior side property line; or (c) Second story additions to accessory structures.	20'	20'	5' to 8'	12'	DR
Hot Tub					
1. Above the ground surface.	20'	5'	5'	5'	E
2. Above the ground surface.	8'	5'	5'	5'	ME
3. Below the ground surface.	8'	5'	5'	5'	E
Mechanical Equipment					

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Air conditioning unit, hot tub and swimming pool equipment (not contained in hot tub or swimming pool), all at or under 3' above the ground surface.	5'	5'	5'	5'	E
Parking Deck, Driveway, Supporting Structure: (Uncovered)					
On both downslope and upslope lots having minimum average lot slope of 25%.	0'	0'	0'	0'	ME
Parking Spaces on Uphill Lots					
With retaining walls greater than 6' in height above the ground surface(5), but less than 10' in height above the ground surface.	0'	0'	0'	0'	ME
Porch					
1. Enclosure of existing roofed porch limited to two sides of an existing dwelling, not to exceed 100 square feet.	0'	0'	0'	0'	E
2. Covered porches (not enclosed): provided the finished porch floor does not exceed 5' in height above the elevation of any adjacent right of way.	14'	20'	8'	12'	E
Raising of Structures (originally constructed without setback requirement and not having been granted an exception, minor exception or setback variance) a total of 2' above the existing building height (including the roof, walls, and foundation), not to exceed the height limitation of the applicable zoning district. Includes: Dwelling, Carport, Garage, and Accessory Building.					
If requested to elevate a finished floor in a Flood Hazard Area, to replace a foundation, or for other hazard mitigation.	0'	0'	0'	0'	E
If requested for aesthetic or other non-hazard purposes.	0'	0'	0'	0'	ME
Replacement in Kind					
All existing structures legally erected (either before applicable ordinances or with applicable Building permit and Planning approval). Includes relocating structure from an existing 0' property line setback to a 2' maximum setback for maintenance purposes. Does not include other dimension changes.	0'	0'	0'	0'	E
Retaining Wall					
Up to 4' in height above the ground surface.	0'	0'	0'	0'	E
Swimming Pool					
1. Above the ground surface measured at the outside edge.	20'	5'	5'	5'	E
2. Above the ground surface measured at the outside edge.	8'	5'	5'	5'	ME

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3. Below the ground surface measured at the outside edge.	8'	5'	5'	5'	E
Window: Bay, Greenhouse, Box					
1. All extending not more than 3' from the building wall and no greater than 8' in length. A distance of 10' shall be maintained from dwellings located on contiguous properties.	3'	3'	3'	3'	E
2. All extending more than 3' from the building wall and greater than 8' in length.	3'	3'	3'	3'	ME
Notes:					
(1) All other structures that intrude into the minimum required setback areas shall require Planning Commission variance review unless a determination is made by the Planning Director that a particular structure is similar in kind to one of the above listed structures which are considered either an exception, minor exception or subject to administrative variance review. (2) For R-1 H, R-1 C, and R-1 properties located at or above 150 mean sea level elevation, design review shall take precedence over the above listed exceptions. (3) Fences, privacy walls, and solid opaque screen plantings located within twenty (20') feet of a front property line or within twelve (12') feet of a street side yard property line fronting a street are subject to a separate permit review by the Public Works Director. The Public Works Director's decision shall be based upon safety factors necessary to maintain good vehicular and pedestrian visibility at intersections of streets, sidewalks, and driveways, after consideration of the terrain and topography involved, and the volume of vehicular and pedestrian traffic. Fences, privacy walls, hedges and solid screen plantings exceeding eight (8') feet in height above grade, or those exceeding lesser heights as specified by the Public Works Director. (4) Ground surface: ground level at the time of construction, unless otherwise determined per Section 10-3.404(c).					

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(Supp. No. 35)

(Ord. No. 1069, 3-24-2009)

(Ord. No. 1108, § 2, 7-26-2016; Ord. No. 1115, § 7, 2-28-2017)

(Supp. No. 35)

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DRAFT MINUTES
TOWN OF SAN ANSELMO PLANNING COMMISSION
Monday, February 6, 2023
This meeting was conducted via Zoom.

MEETING EXCERPT FOR AGENDA ITEM 6.B

Commissioners
Present: Chair Thomas Tunny
Jennifer Asselstine
Zachery Koblic deLeon
Tim Heiman
Kim Pipkin
Gary Smith
Peter Strauss

Staff Present: Planning Director Heidi Scoble
Assistant Town Attorney Emily Longfellow
Senior Planner Lindsey Klein
Public Works Director Sean Condry
Climate Action Coordinator Sean Youra

- B. Discuss Foundation Replacement for Nonconforming Residences.
No action is requested, thus this item is exempt from environmental review under CEQA pursuant to Public Resources Code Section 21080(b)(1).

Planning Director Scoble presented a staff report and a PowerPoint presentation. Staff answered questions from the Commission regarding an example of the most extreme lift that someone might need to do; if this is primarily meant to address situations where the foundation is increased vertically and not horizontally; triggers for doing this; how many of these projects have come to the Commission for review; if there is a notification process to the neighbors for ministerial permits; the Planning Department review process; adaptive reuse of commercial buildings into residential.

Chair Tunny opened the Public Hearing.

There were no comments from the public.

Chair Tunny closed the Public Hearing.

Commissioner Smith provided the following comment:

- He supports a ministerial review since the nature of these projects focus on life and safety issues.

Commissioner Asselstine provided the following comments:

- She is in favor of this proposal.
- It is important to be clear to homeowner what the limit is and what the planning process will be.
- She encouraged staff to think about the parameters they want to apply on height changes, volumes below the first floor, and what is meant by a horizontal change.
- The intention should be to encourage and not to discourage.

Legal Counsel Longfellow stated staff would like to take some time to craft that clarifying language.

Commissioner Heiman provided the following comments:

- He is in favor of ministerial review for structures that need to be raised above the base flood elevation.
- Raising building foundations outside of the flood plain is a “slippery slope” but he would still support a ministerial review.
- He wondered when this would apply for accessory dwelling structures since most would be well below the height limit. He would support a ministerial review.

Chair Tunny provided the following comment:

- This is a great, common-sense proposal.

Planning Director Scoble thanked the Commission for its comments. Staff would be drafting an ordinance and policy language for formal review by the Commission and a recommendation to the Town Council.

Respectfully submitted,

Toni DeFrancis
Recording Secretary

DRAFT MINUTES
TOWN OF SAN ANSELMO PLANNING COMMISSION
Monday, March 6, 2023
This meeting was conducted hybrid in person
At Town Hall Council Chambers or via Zoom

*****EXCERPT*****

Commissioners Present: Acting Chair Jennifer Asselstine
Zachery Koblic deLeon
Tim Heiman
Kim Pipkin
Gary Smith
Peter Strauss

Commissioners Absent: Chair Thomas Tunny

Staff Present: Planning Director Heidi Scoble
Senior Planner Lindsey Klein
Public Works Director Sean Condry
Assistant Public Works Director Scott Schneider

1. Call to Order

Acting Chair Asselstine opened the meeting at 7:00 p.m.

6. Public Hearings

- A. Consider and Adopt a Resolution recommending to the Town Council Ordinance Amendments to Section 10-3.607, Nonconforming uses and improvements, Section 10-4.405, Minor Intrusions into Required Development Standards for Residential Properties Table 4B to allow the repair and/or replacement of foundations for legal non-conforming residential structures.
This item is exempt from environmental review under CEQA pursuant to CEQA Guidelines Section 15061(b)(3) and 15301

Planning Director Scoble presented a staff report and a PowerPoint presentation. Staff prepared an additional policy regarding how the new policies would be applied. Staff answered questions from the Commission regarding an example of what this is and who it will impact; who makes the determination that work done to properties not in the Flood Plain that results in the building exceeding the height limit is necessary; if they need to allow for both vertical and horizontal changes; the Building and Planning Departments review process; the maximum height increase for buildings in the Flood Plain; if the permitting process stays with a property located in the Flood Plain in the event of a sale.

Acting Chair Asselstine opened the Public Hearing.

There were no public comments.

Acting Chair Asselstine closed the Public Hearing.

Commissioner Heiman provided the following comments:

- The first one contains a definitive standard but the second one does not.
- He suggested it be made clear that the approval is subject to the Building Official's determination that the work was necessary. He suggested the following language: "The property may be raised and the overall height increased to the extent necessary as determined by the Building Official to accommodate the repair of the foundation".

Commissioner Smith provided the following comments:

- He agreed that they need to be more definitive.
- He supports this path that would allow homeowners to structural upgrade property or move it out of the Flood Plain.

Acting Chair Asselstine provided the following comments:

- She brought up the issue of properties that fit into the second category such as a slab on grade foundation and the desire to create a crawl space.
- It is important to recognize that the second condition might not be as explicit in the code.

Planning Director Scoble asked if the Commission wanted to make a recommendation on a definitive cap on the increase in height or simply refer to Best Practices.

Commissioner Heiman provided the following comments:

- There are no Best Practices stating that a slab on grade foundation is better than others.
- He supported using the expertise of the Building Official.

Planning Director Scoble asked if the Commission would like to exclude the allowance to exceed the height limitations but allow the repair of the foundations.

Acting Chair Asselstine provided the following comment:

- She supported allowing the Building Official to make the judgement call.

M/s, Heiman/Strauss, motion to Adopt a Resolution recommending to the Town Council Ordinance Amendments to Section 10-3.607, Nonconforming uses and improvements, Section 10-4.405, Minor Intrusions into Required Development Standards for Residential Properties Table 4B to allow the repair and/or replacement of foundations for legal non-conforming residential structures. Item number two shall be modified to include the following language: "The property may be raised and the overall height increased to the extent necessary as determined by the Building Official to accommodate the repair of the foundation"

Ayes: Heiman, Koblic deLeon, Pipkin, Smith, Strauss, Acting Chair Asselstine

Absent: Chair Tunny

9. Adjournment- Acting Chair Asselstine adjourned the meeting at 9:20 p.m.

Respectfully submitted,
Toni DeFrancis, Recording Secretary

FROM:

Sean Condry, P.E., Public Works Director

SUBJECT:

Amendment of Town Master Fee Schedule to Include Fees for Private Parklets in the Public Right-of-Way.

RECOMMENDATION

That the Town Council adopt the Resolution amending the Town's Master Fee Schedule to include a Private Parklet Application Fee and a Private Parklet Encroachment User Fee.

BACKGROUND AND DISCUSSION

On September 13, 2022, the Town Council adopted an Ordinance Amendment establishing a permanent Parklet Program (Title 7, Chapter 14 "Parklets"), and a Resolution setting forth detailed Parklet Guidelines covering issues such as safety and aesthetics. The Ordinance, Section 7-14.05, requires that Private Parklet permittees pay all applicable fees as approved by Town Council resolution. There are no fees for a Public Parklet.

Private Parklet fees are separated into two categories: 1) cost-recovery application and administration fees; and 2) user fees for the private use of public right-of-way property. At the September 13, 2022 Town Council meeting, the Council instructed staff to return with a resolution establishing Private Parklet user fees for 2 parking spaces (the space necessary for a Parklet) at \$5,040. This amount represents \$1.50 per square foot for a 2 parking space Parklet area of 280 feet, totaling \$420 per month and \$5,040 per year. The Private Parklet user fee is approximately the amount that the Town could charge for parking fees associated with the space. The Council directed that the Private Parklet user fees become effective July 1, 2023.

In addition, the Council directed staff to return with a Private Parklet application fee to cover the additional staff time necessary to process applications and perform related inspections. Staff has estimated the cost to process a Private Parklet application and conduct necessary inspections at approximately \$950.

FISCAL IMPACT

Adoption of the Private Parklet Application Fee is a cost-recovery mechanism that will compensate the Town for the staff time used in processing the application and performing related inspections. Adoption of the Private Parklet User Fee would generate funds for the Town to compensate for the private commercial use of public right-of-way space. The amount of funds generated depends on the number of new Private Parklet permittees, and the number of existing Private Parklets who decide to apply for a permanent Private Parklet permit. Based on the current number of Private Parklets who appear likely to apply for a permanent permit,

and based on interest expressed to Town staff, it is anticipated that approximately 7 Private Parklet permits will be issued, which would total \$35,280 annually for the Town.

GENERAL PLAN CONSISTENCY

The fees proposed herein are consistent with the goals and policies of the Town's General Plan because they will support the Parklet Program, which is consistent with the goals and policies of the Town's General Plan to preserve, maintain, and enhance the character and quality of life in San Anselmo; and is consistent with the Town's Climate Action Plan since it will encourage pedestrian use of the downtown area and utilize outdoor spaces through the Parklet program.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The fees authorized by this Resolution are exempt from the California Environmental Quality Act (CEQA) pursuant to the "common sense" exemption, CEQA Guidelines section 15061(b)(3), because it can be seen with certainty that there is no possibility that the activity authorized herein may have a significant effect on the environment. Additionally, the underlying Parklet Program is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15301(c), as a minor alteration to existing public or private facilities involving negligible or no expansion of existing use.

CONCLUSION

Staff recommends that the Town Council adopt the proposed Resolution amending the Town's Master Fee Schedule to include a Private Parklet Application Fee and a Private Parklet User Fee.

TOWN OF SAN ANSELMO
RESOLUTION NO. _____

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO AMENDING THE
TOWN'S MASTER FEE SCHEDULE TO ADD FEES FOR PRIVATE PARKLETS IN THE
PUBLIC RIGHT-OF-WAY

WHEREAS, on September 13, 2022, at a regularly scheduled public meeting, the Town Council approved an Ordinance amendment to Title 7 (Public Works) adding Chapter 14 "Parklets" authorizing a Parklet Program (the "Ordinance Amendment") and a Resolution adopting Parklet Guidelines; and

WHEREAS, at said meeting the Town Council directed staff to return with a Resolution establishing fees for Private Parklet permittees for the use of public parking spaces and administrative fees to cover staff costs in administering the Private Parklet permits; and

WHEREAS, the Ordinance Amendment section 7-14-02 defines a Private Parklet as one designed for private commercial use such as outdoor dining or retail activity, and defines a Public Parklet as one designed for public use including community gathering and seating; and

WHEREAS, the Ordinance Amendment section 7-14-05 requires Private Parklet permittees to pay all applicable fees as established by the Town Council, including administrative fees and use fees for the public right-of-way; and

WHEREAS, State law permits the Town to impose cost-recovery service fees to recover the estimated reasonable cost of providing a Town service for which the fee is intended; and

WHEREAS, it is in the public interest to ensure that adequate fees are charged to recover the Town's cost to process Private Parklet applications and perform related inspections; and

WHEREAS, Town staff has estimated the cost to process and review a Private Parklet application and conduct necessary periodic inspections to be approximately \$950; and

WHEREAS, it is also in the public interest to require Private Parklet permittees to compensate the Town for the private commercial use of public right-of-way space; and

WHEREAS, the Town Council desires to impose a Private Parklet Encroachment user fee for the use of 2 public right-of-way parking stalls at \$5,040 per year, which amount represents \$1.50 per square foot for a parking space area of 280 feet (\$420 per month x 12 months); and

WHEREAS, the Town Council finds that the adoption of the fees herein are categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to the "common sense" exemption, CEQA Guidelines section 15061(b)(3), because it can be seen with certainty that there is no possibility that the activity authorized herein may have a significant effect on the

environment; pursuant to CEQA Guidelines section 15301(c), because the Parklet Program to which the fees apply is a minor alteration to existing public or private facilities involving negligible or no expansion of existing use; and pursuant Public Resources Code section 21080(b)(8) as an establishment of a service fee.

WHEREAS, the Town Council finds that the fees herein are consistent with the goals and policies of the Town's General Plan because they will support the Parklet Program, which is consistent with the goals and policies of the Town's General Plan to preserve, maintain, and enhance the character and quality of life in San Anselmo; and with the Town's Climate Action Plan since it will encourage pedestrian use of the downtown area and utilize outdoor spaces; and

WHEREAS, the Town Council held a duly noticed public hearing to consider the fees proposed herein on April 11, 2023.

NOW THEREFORE, THE TOWN COUNCIL RESOLVES AS FOLLOWS:

1. The above findings are true and correct, and incorporated and adopted herein by reference.
2. The Town Council adopts the following fees to be included in the Schedule of Fees and Charges under the Public Works Encroachment Permit Fees within the Master Fee Schedule as set forth herein:
 - a. Annual Private Parklet Encroachment User Fee: \$5,040.
 - b. Private Parklet Application Fee: \$950.
3. The Private Parklet Encroachment User Fees adopted herein shall become effective July 1, 2023.
4. If there are any conflicts between the fees adopted in this Resolution and fees adopted by any prior Resolution or fee schedule, the fees adopted pursuant to this Resolution shall control.
5. The Town Council hereby declares every section, paragraph, sentence, clause and phrase of this Resolution is severable. If any section, paragraph, sentence, clause or phrase of this Resolution 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.

PASSED AND ADOPTED at the regular meeting of the Town Council of the Town of San Anselmo on April 11, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

RECUSED:

APPROVED: _____
Steve Burdo, Mayor

ATTEST: _____
Town Clerk

From: [Marc Quinones](#)
To: [Town Council](#)
Cc: [Sean Condry](#); [Linda Salman](#)
Subject: 4/11/2023 Town Council Meeting Agenda Item # 3A
Date: Saturday, April 8, 2023 12:46:09 PM

CAUTION: External Sender

Good afternoon,

In the event I am unable to attend the meeting on Tuesday night, I wanted to express my appreciation to the Town Staff and Council for their work on the subject of parklets. It is clear that our residents value what the parklets add to the community; your time, thoughtful approach and effort on this matter is appreciated.

With regards to agenda item 3A, I wanted to raise a couple points regarding the proposed fee schedule for the private use of public right of way. I understand the convention used to establish the fee is based on parking space displacement. The staff report indicates the \$5040 annual fee is based on the use of two parking spaces representing 280 square feet. Further, the fee is noted to be approximately the annual parking fee revenue for two parking spaces.

While I agree there should be a fee of sorts for the use of the space, and use of parking spaces is likely the best method, I would urge you to consider additional factors beyond the theoretical potential parking revenue of the spaces. Seeing as we do not charge for parking in any of the areas used for parklets, there is no direct revenue to offset. I believe this gives you the option to capture less than full potential revenue for the spaces without dealing with the expense of parking enforcement, etc., while still serving the full community's interest. Further, I believe the Covid-related shift to a preference for outdoor dining will long outlast the pandemic. In order for restaurants and cafes to remain viable, they must have a visible and material outdoor setting. To be clear, these seats are not needed for additional seating, rather they are needed specifically to satisfy the appeal for outdoor seating. Merchants have and will need to continue to make material investments to improve the parklets, beyond that investment within their four walls. This additional investment helps to drive business and tax revenue to San Anselmo which might otherwise go to other communities. In short, I believe there is some public benefit to the private use of the space. I'd ask you to consider these factors as you determine fees.

More significantly, recognizing that parklets vary in size, the fee schedule should slide based on material variances from the assumptions used in its formulation. Specifically, a parklet which consumes one parking space, such as the one we built at 625 San Anselmo Avenue, has half the impact on parking and should have a fee commensurate with the use of that specific amount of space. As such, I would propose that you shape a more dynamic fee schedule that is based on a multiplier of the number of parking spots consumed as opposed to one that assumes two spaces as proposed.

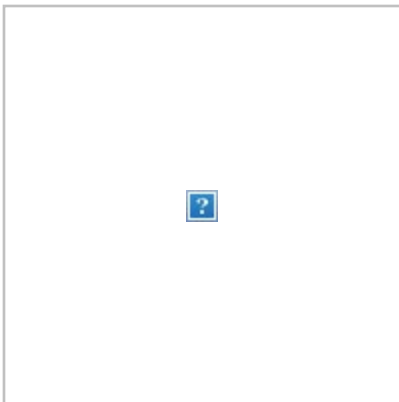
Again, thank you for your work on this topic.

Kind regards,

Marc Quinones

San Anselmo Resident & Co-owner of Kientz Hall

--



Marc Quinones
marc@kientzhall.com

KIENTZ HALL

625 San Anselmo Avenue | San Anselmo CA 94960
415.991.1502

Wood-Fired Cooking | Craft Beer & Wine | Sun-Filled Atrium | Roof Deck Dining

SUBJECT: Review and provide feedback on staff's preliminary fiscal year 2023-24 Measure J allocation plan

RECOMMENDATION

That the Town Council review and provide feedback on staff's preliminary fiscal year 2023-2024 Measure J allocation plan.

BACKGROUND

On July 26, 2022, the Town Council approved a resolution and proposed ordinance calling an election held on November 8, 2022, and submitting to the voters an ordinance enacting a one percent transaction and use tax for general purposes for a period of nine years.

The voters approved the ordinance in the November 8, 2022, election. The sales tax took effect on April 1, 2023, and is being collected by the California Department of Tax and Fee Administration

Although Measure J is a general tax and funds are not required to be dedicated to a specific use, the Council discussed a statement of intent on expenditures to outline, generally, how the Council intends to spend the tax proceeds at the June 28, 2022, Town Council meeting.

As per the Town Council's Statement of Intent on Expenditures for Measure J, the Council intends to use the funding in the following ways:

- Repairing potholes and maintaining streets
- Reducing the impacts of drought with new water sources and storage
- Improving fire protection services
- Maintaining 9-1-1 emergency, firefighter, and paramedic response times
- Maintaining bridges and retaining walls
- Improving and maintaining Town parks

Additionally, confronting escalating climate challenges was also included in the Official Argument in Favor of Measure J as another potential option.

DISCUSSION

The 2013 Measure D general sales tax focused on road maintenance and improvement. Although roads will remain a focus with Measure J, there are several other potential uses that Town Council discussed for the general sales tax. Staff envisions holding an annual meeting with the Committee to review the annual allocation plan, and providing a recommendation to the Town Council during the nine-year term of Measure J.

There are a few ways that the allocation could be developed. The allocation could be allocating a percentage of the sales tax to each of the Town Council's identified areas of need, or it could be approached through the creation of a project list where funds could get assigned. Staff anticipates the allocation plan would utilize a hybrid approach between scheduling percentages towards a specific category along with funding high-priority projects each year.

Road Maintenance

As roads remain a focal point of the general sales tax, staff anticipates a portion of Measure J being allocated to road maintenance each year, with the remaining forecasted funds getting assigned to a project or category. If a larger project becomes a priority, the general sales tax could be saved as was done with the Town's Measure A Park funds which were set aside for several years until there was enough funding in place to complete the Memorial Park playing fields. An additional consideration is staff bandwidth. Staff will endeavor to create an annual plan that does not only meet the goals of the Town Council but is realistic for staff.

The Finance & Administrative Services Director will create a separate fund in the financial system called Measure J Sales Tax Fund with the anticipation that sales tax revenue received will be recorded here. For tracking and transparency purposes, all of the expenditures related to Measure J-funded projects will also be recorded in this fund. At the end of the fiscal year, if monies are assigned to a specific project by the Town Council that has yet to be completed, those funds can be assigned to that project via the Fund Balance classifications.

On April 6, 2023, the Infrastructure and Fiscal Monitoring Committee (IFMC) reviewed staff's preliminary 2023-2024 Measure J allocation (attachment 1). The report for the committee was prepared before the March 28, 2023, Town Council meeting where the County of Marin Public Works Department presented the status and future of Building Bridge 2 (BB2). As the Town learned that repairing BB2 was not going to be an option, staff and IFMC discussed the state of the Town's infrastructure and areas of need. The IFMC provided staff direction to allocate the 10% from BB2, 7% to buildings and 3% to parks with no further changes to the draft allocation for 2023-24.

Conclusion: Staff recommends that the Town Council review and provide feedback on the staff's preliminary fiscal year 2023-2024 Measure J allocation plan.

Attachment 1: Draft 2023-2024 Measure J Allocation

Town of San Anselmo **Draft Measure J Allocation**

	2023-24	
Revenue	3,238,266	*
Expense		
Roads	1,619,133	50%
Fire Department		
Solar/Climate	453,357	14%
Parks	550,505	17%
Buildings	550,505	17%
Bridges**	64,765	2%
~~BB2~~	~~323,827~~	~~10%~~
	3,238,266	100%

* The one-cent Measure J began on April 1, 2023. The amount collected from April - June 30, 2023 (\$670,000) is rolled into the 2023-24 allocation.

<u>Roads</u>	<u>Solar/Climate</u>	<u>Buildings</u>	<u>Parks</u>
Paving	EV Charging	Robson ADA Bathroom	Memorial Park Tennis Courts
Slurry	Resilient Hub	ICC Repair/Painting	Area between Snack Shack & Sunny Hill Dr
Medians	Water storage	Fire Station 19 Repairs	Robson Outdoor Restroom
Bike/Ped Improvements	Solar projects		Carraige House area renovation
	Electrification of vehicles		

** Dependent on if Bridge projects move forward

From: [KNY Traveler](#)
To: [Town Council](#)
Subject: Measure J funding for a crosswalk and signal at SF Drake Blvd. and Sais Ave.
Date: Tuesday, April 11, 2023 9:32:45 AM

CAUTION: External Sender

Hello to the Town of San Anselmo Council Members:

I'm writing bc i won't be able to attend this evening's meeting. I'm writing to encourage you to direct Measure J funding to a crosswalk and signal at SF Drake Blvd. and Sais Ave for the following reasons:

The crosswalk at the main entrance to the Red Hill Shopping Center does not have a safe sidewalk area for pedestrians and bicyclists who are entering and leaving the shopping center. It is particularly worrisome and does not provide really safe access for people with strollers and small children;

A crosswalk and signal at SFD and Sais would be a much better avenue of access to Memorial Park for pedestrians and families with strollers and little kids - there's a sidewalk to use alongside the gas station and the amount of car traffic is less than at the main entrance to the shopping center;

The crosswalk and signal would also provide easier access for people taking east-bound buses from the Sais Ave. bus stop;

As school-age kids we frequently ran across SF Drake at this point - kids do it now as well and with the substantial increase in traffic it is far more risky than in the 1950s ,60s, 70s.

I hope you will give thoughtful attention to the reasons set forth here and fund a crosswalk and signal at the corner of the Union 76 gas station on SF Drake Blvd. and Sais Ave.

Thank you for your time and consideration.

Katie Yanow
Longtime homeowner and resident on Sais Ave.

From: [Gwen Miles](#)
To: [Town Council](#)
Subject: Crosswalk at Sais Ave. and Sir Francis Drake Blvd.
Date: Tuesday, April 11, 2023 4:18:45 PM

CAUTION: External Sender

I understand that there will be consideration given to a crosswalk at Sais Ave. and Sir Francis Drake Blvd. using Measure J funding at tonight's meeting. As a resident of San Anselmo, a crosswalk in that location would be a tremendous boost to safety! As a member of Grace Church of Marin, we very much want our building to be a resource for the community. As such, it is vitally important that it be safely accessible. At times of recovery group meetings or community wide events, there can sometimes be seen people walking across the 4 lanes of traffic. I once saw a family with two young children run across because they were trying to make it to the start of a memorial service. A crosswalk there would also encourage parishioners to walk across to Red Hill Shopping Center for a meal or a coffee or to enjoy Memorial Park.

Thank you for your service to San Anselmo! Gwen Miles

From: [Alison Oblites](#)
To: [Town Council](#)
Subject: Fwd: Sir Francis Drake crosswalk at Sias Avenue
Date: Tuesday, April 11, 2023 4:22:04 PM

CAUTION: External Sender

----- Forwarded message -----

From: **Alison Oblites** <aoblites@gmail.com>
Date: Tue, Apr 11, 2023 at 2:52 PM
Subject: Sir Francis Drake crosswalk at Sias Avenue
To: <council@townofsananselmo.org>

To Whom It May Concern:

I am writing to ask that you support the addition of a new crosswalk on Sir Francis Drake Blvd at Sais Avenue. Providing a crosswalk at this intersection makes sense for the community of San Anselmo and the greater Marin community. A crosswalk at this intersection would make it safer for students and parents walking to and from school, and for Archie Williams students that frequently walk to Red Hill Shopping Center for lunch. In addition, a crosswalk in this location would provide added safety for the community that uses the gym space and community space at the Church located across the street from Red Hill Shopping Center. A crosswalk in this location would provide additional safety and access for those that use Red Hill Shopping Center on Sunday mornings to attend the church across the street from Red Hill Community Church. The city of San Anselmo has the funds from Measure J to create a new crosswalk at this location. Thanks for your consideration.

Alison Oblites

From: [Aubin Giampaoli](#)
To: [Town Council](#)
Subject: Crosswalk Proposal: San Anselmo Town Council meeting 4/11/2023
Date: Tuesday, April 11, 2023 4:22:09 PM

CAUTION: External Sender

Dear San Anselmo Town Council,

I am writing to you today to consider using Measure J funding to install a pedestrian crosswalk with activated flashing lights at Sais Ave.

As a parent with two young children who is a regular attending member of Grace Church of Marin, I have serious concerns about the accessibility of crossing Sir Francis Drake Blvd. from Sais Ave. There is almost a quarter mile difference between the Bella Vista Ave. and San Francisco Blvd. crosswalks, both of which are along the major thoroughfare of Sir Francis Drake Blvd. with very little protection from oncoming cars.

As the Children's Director for Grace Church of Marin, my biggest concern is for the safety of all ages, including nursery and toddler aged children, in the very real chance of an emergency evacuation due to an immediate threat on campus. The only family meeting points possible after an evacuation for families would be Sais Ave., which is all residential, or Sir Francis Drake Blvd., which is a major thoroughfare. Both options provide only streets, and no actual meeting point.

After consulting with Central Marin Police, it has been determined that the safest meeting point would be for families to meet at Red Hill Shopping Center. This means that children of all ages would need to escape and be evacuated down busy Sir Francis Drake Blvd. to the Bella Vista Ave. crosswalk. This is time consuming and dangerous. Having access to safely and quickly cross Sir Francis Drake Blvd. is of utmost importance for the safety of all.

As a family friendly town, I urge you to consider using Measure J funding to install a pedestrian crosswalk with activated flashing lights at Sais Ave. to help ensure the safety of the entire community.

Thank you for your time and leadership.

Aubin Giampaoli
Children's Director
Grace Church of Marin
707-694-6809

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Aubin Giampaoli
Children's Ministry
Grace Church of Marin
707-694-6809

FROM:

Linda M. Kenton, Assistant Town Manager and Town Librarian and David P. Donery, Town Manager

SUBJECT:

2023-2025 Work Plan Priorities

RECOMMENDATION

Receive report and provide input at future meeting.

BACKGROUND

Town staff presents work plan priorities to Town Council, biennially in Spring, in concert with the upcoming budget. The development of work plan priorities or goals in previous years has included retreats with Council and staff, public meetings that involved presentations/activities and online surveys designed to solicit ideas and provide input from San Anselmo residents.

Since 2012, staff has prepared work plan priorities to spanning a two-year cycle as opposed to annually. This allows for improved long-term planning and completion of larger projects. The final 2021-23 work plan priorities progress report was presented to Town Council on December 13, 2022.

DISCUSSION

Work plan priorities are based on staff knowledge and assessment of Town needs in both the short term and the future and encompasses some projects already underway. The work plan priorities for FY2023-25 are presented in two formats: as outlined by Town Departments (Attachment 1) and organized within seven categories (Attachment 2).

Each Department work plan priority has been developed using this format:

1. Category (of service)
2. Priority
3. Description
4. Employee Impact
5. Fiscal Impact

Each work plan priority organized by category (of service) groups any number of goals under the unifying principle of service to the community. These seven categories are the result of research and analysis conducted by staff. They include:

1. *Livability and Quality of Life*
Create opportunities for lifelong learning and diverse entertainment through innovative Recreation and Library activities for residents of all ages and abilities.

2. *Quality Facilities*
Maintaining and improving town facilities for residents and town staff.
3. *Connecting with the Community*
Provide equitable community engagement that includes an outreach approach with intentional effort to engage a representation of the Town's diverse audiences.
4. *Sustainable, Natural and Built Environment*
Thoughtful planning and operations that ensure the long-term viability of the City's infrastructure, facilities, and environment.
5. *Excelling in Town Services*
Provide excellent and sustainable delivery of services by making data driven investments & decisions. Support continuous improvement and cross departmental collaboration to improve service delivery to residents and provide for their public safety.
6. *Planning for the Future*
Utilize comprehensive planning to balance the community's character with its evolving needs.
7. *Investing in People*
Provide professional management and training that encourages a culture of innovation, collaboration, and transparency to deliver quality service through an exceptional workforce.

Timeline

April 11 Town Council Meeting:

1. Introduce the 2023-2025 work plan priorities and proposed timeline.

April 28 Town Council Meeting:

1. Receive input and direction from Town Council to move forward with proposed plan.

May 5 Town Council and Town Staff Retreat:

1. Department work plan priorities presented with input incorporated from Town Council as directed from April 11 meeting.
2. Seek further input from Town Council on work plan priorities.

May 23 Town Council Meeting:

1. Adopt FY 2021-2023 Work Plan Priorities with recommendations as discussed on May 5 retreat.

FISCAL IMPACT

Receiving this report has no fiscal impact to the Town.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Receiving the presentation on the Town's Work Plan is not a "project" under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

CONCLUSION

Staff seeks Council input and direction on the priorities/goals as outlined at a future meeting. The work plan priorities will be included in the Town's annual budget.

Before Council is the proposed work plan priorities for FY 2023-2025. After a period of thought and reflection, the staff seeks Council input in crafting the best work plan priorities for the Town and adoption of these.

Attachment 1: DRAFT Work Plan Priorities by Department – FY 2023-2025

Attachment 2: DRAFT Work Plan Priorities by Category – FY2023-2025

DRAFT—2023-25 Priorities Work Plan

Finance/Admin Services Workplan

- 1) Category: Investing in People
Priority: Town-wide compensation study
Description: Conduct a Town-wide compensation study. The goal in reviewing employee compensation is to benchmark the Town's salaries with the goal of providing competitive compensation to comparable local municipalities to assist in recruitment and retention of talented employees. Become Employer of Choice.
Staff Impact: Moderate
Fiscal Impact: TBD
- 2) Category: Excelling in Town Services
Priority: Update Town's Investment Policy
Description: Update the existing Investment Policy (1997) to reflect best practices and to ensure compliance with federal, state, and applicable laws and regulations.
Staff Impact: Low
Fiscal Impact: None
- 3) Category: Investing in People
Priority: Implement Ready Set Audit Results for Human Resources
Description: An audit of the Town's rules, policies, ordinances, and other areas was conducted by Ready Set to assure that they are fair, equitable and completely bias free. As part of that audit, HR wants to implement new recruiting strategies to be sure that we are reaching all potential candidates.
Staff Impact: Moderate
Fiscal Impact: Low
- 4) Category: Investing in People
Priority: Employee Trainings (Lunch & Learn)
Description: Develop a Lunch and Learn program, a joint lunch for their employees to encourage learning, foster building strong relationships, and enhancing professional development. Lunch and Learn events offer opportunities for coworkers to share ideas and discuss issues in a relaxed atmosphere.
Staff Impact: Low
Fiscal Impact: Low
- 5) Category: Excelling in Town Services
Priority: Update Fee Study
Description: A review of the fee study is needed to ensure that the Town's fees are updated to reflect the latest cost information. The study will identify the full costs of providing each service, including direct, indirect, and overhead costs. Identifying the full

cost of a services will assist in determining the appropriate fee for each service and prevent the subsidization of individual services with taxpayer dollars.

Staff Impact: Low

Fiscal Impact: Low

6) Category: Connecting with the Community

Priority: Town telephone system

Description: Update the current Town phone system from an analog system to allow for increased efficiency and usability. Voicemails can be integrated into the email system to allow for better response capabilities and customer service.

Staff Impact: Low

Fiscal Impact: Moderate

7) Category: Excelling in Town Services

Priority: Update Finance/Payroll/HR Systems

Description: Review the options for a change in Town's software to a cloud-based system more suited for a smaller local municipality.

Staff Impact: Moderate

Fiscal Impact: Moderate

8) Category: Connecting with the Community

Priority: Implement Online Records Management Program

Description: Through an RFP process, retain services of an online records retention service for the purposes of providing efficient access to Town records for both staff and the public.

Staff Impact: Moderate/High

Fiscal Impact: Moderate

Library – Department Work Plan Priorities

1) Category: Quality Facilities

Priority: Improved shelving for special collections

Description: Instead of holding special collections such as Take and Make Kits, memory kits out of public view, providing shelving in public area for better marketing and access.

Employee Impact: Moderate

Fiscal Impact: Depends on the plan and shelving found to meet needs of collections.

2) Category: Livability and Quality of Life, Connecting with the Community

Priority: Reimagine the Take and Make Kits collection

Description: This popular collection has expanded beyond the limits of "take and make" and needs to be reevaluated and rebranded for expansion.

Employee Impact: Moderate
Fiscal Impact: Low

- 3) Category: Quality Facilities
Priority: Study the organization of physical public space
Description: Enlist the services of a consultant to help redesign the public library space.
Employee Impact: High
Fiscal Impact: High
- 4) Category: Quality Facilities
Priority: Implement plan designed by consultant to redesign public library space
Description: Hire contractors, identify equipment/furniture, and execute plan
Employee Impact: High
Fiscal Impact: High
- 5) Category: Quality Facilities
Priority: Study the organization of physical staff workspace on lower level and implement recommendations.
Description: Enlist the services of a consultant to help redesign the public library staff workroom space.
Employee Impact: High
Fiscal Impact: High
- 6) Category: Excelling in Town Services
Priority: Complete implementation of RFID project
Description: Items have been tagged and staff has been using RFID pads and other equipment. Next steps in roll-out include peripherals to support the use of the technology and training patrons to use RFID enabled tools for checking out materials.
Employee Impact: High
Fiscal Impact: Moderate-High
- 7) Category: Livability and Quality of Life
Priority: Establish Zip Books program
Description: Organize and deploy zip books program, grant funded by the CA state library, to deliver books, unavailable in the local library system, to residents' homes via Amazon
Employee Impact: Moderate-High
Fiscal Impact: Low

Interdepartmental—Library and Public Works

- 8) Category: Quality Facilities
Priority: Repaint/Repair internal building, museum, and Council Chamber lobby areas
Description: There are many areas in need of repair where chunks of wall have eroded or chipped away. There are innumerable scuffs and scratches throughout the building which need to be cleaned up and walls improved with fresh paint.
Employee Impact: Moderate
Fiscal Impact: High

Planning—Department Work Plan Priorities

- 1) Category: Investing in people
Priority: Onboard new Planner
Description: Hire and train a new planner to provide current planning activities such processing land use permits, assisting the public over the phone, via email, and at the counter
Employee Impact: Moderate
Fiscal Impact: High.
- 2) Category: Planning for the Future
Priority: Comprehensive General Plan Update, including the Circulation Update
Description: Begin the comprehensive General Plan Update of the 1988 current General Plan. Will update all elements of the General Plan (exception of the Housing Element and Safety Element) and include new optional element, such as Environmental Justice and Economic Development.
Employee Impact: Moderate to High
Fiscal Impact: High. Aspects of update can be offset by staff, but CEQA Analysis and technical aspects of the General Plan Update will need to be prepared by a consultant.
- 3) Category: Planning for the Future
Priority: Housing Element Implementation
Description: Implement at least 22 Housing Policy Action Items as required by the Housing Element
Employee Impact: Low to Moderate
Fiscal Impact: Low
- 4) Category:
Priority: Continue to Enhance the Planning Departments levels of service.
Description: Enhance levels of service by improving and updating the Planning Department's web presence to make it easy for users to navigate and find information and resources, continue to improve processing timelines, improve, and maintain

response times, and proactive shepherding of projects through the Town's discretionary processes.

Employee Impact: Low to Moderate

Fiscal Impact: Low

5) Category: Sustainable, Natural and Built Environment

Priority: Continue to grow Economic Development in Town

Description: Enhance and grow the Planning Department's Economic Development and Housing initiatives by providing more structure (policies and implementation of actions) to what we would like and need to accomplish.

Employee Impact: Low to Moderate

Fiscal Impact: Low

6) Category: Investing in People

Priority: Develop a training program for Planning Department staff

Description: Create a cohesive team where there is training to keep informed with up-to-date information, cross training of duties and responsibilities (where possible given job descriptions constraints by union and job descriptions), experiences to help grow staff.

Employee Impact: Low to Moderate

Fiscal Impact: Low

7) Category: Excelling in Town Services

Priority: Enhanced and consistent record keeping where information is accessible and easy to find.

Description: Digitize remaining Planning paper files, create any necessary databases, convert microfiche to digital pdf plans (soft file) and provide a comprehensive digital data file storage service, such as Docuware, Laserfiche, etc.

Employee Impact: Low to High depending on whether outside resources or internal staff will be used.

Fiscal Impact: Low to Moderate

8) Category: Planning for the Future, Sustainable, Natural and Built Environment

Priority: Develop Gas Ban Ordinance

Description: Finalize Ordinance for Town Council consideration of a Gas Ban Ordinance. Requires the preparation of a study to support the ban.

Employee Impact: Low to Moderate

Fiscal Impact: Low

9) Category: Planning for the Future, Sustainable, Natural and Built Environment

Priority: Update Downtown and other Commercial Land Uses

Description: Consider Zoning Code amendments to the Land Use Regulations Table 3A (Title 10, Chapter 3, Article 3, Section 10-3.302) to the Downtown and other commercial land uses that will attract businesses to the Town.

Employee Impact: Senior Planner and Planning Director staff time over 6 months.

Fiscal Impact: Approximately \$12,000 (+/- 10% of staffs time over 6 months)

Police – Department Work Plan Priorities

1) Category: Investing in People

Priority: Address Staffing Issues: Retention and Recruiting

Description: The Central Marin Police is currently facing a significant staffing issue wherein; it is losing people faster than it can replace them. In addition, applicant numbers are dwindling at an alarming rate. This especially important work plan priority is to work closely with the Town and City Managers over the next two years to improve entry level recruitment and current employee retention.

Staff Impact: Moderate

Fiscal Impact: Impact to budget should “top-step” salaries be increased, or employees are brought in at a higher “step” than is currently allowed.

2) Category: Investing in People

Priority: Increase Training for all Staff

Description: Increase training for all staff to include new mandates and expectations from communities.

Staff Impact: Moderate

Fiscal Impact: Increase to training budget to pay for increase in training (e.g., tuition, travel costs, etc.)

3) Category: Connecting with the Community

Priority: Initiate complete overhaul and redesign of the website

Description: Currently, the website is over ten years old and is outdated and works poorly on smart phones. Conduct a complete overhaul and redesign of the website to bring it up to acceptable current day standards.

Staff Impact: High

Fiscal Impact: Cost of outside vendor for website design and staff time.

4) Category: Investing in People

Priority: Improve and evolve the organizational mental and physical wellness of staff

Description: Continue to improve and evolve the organizational mental and physical wellness of staff.

Staff Impact: Moderate

Fiscal Impact: Minimal cost since most will be covered by year two of a federal grant.

- 5) Category: Sustainable, Natural and Built Environment
Priority: Continue to convert the fleet of vehicles to electric & hybrid
Description: Continue to convert the fleet of vehicles away from sole combustion engines to fully electric and/or hybrid models. This will include patrol vehicles, CSO/Cadet vehicles, unmarked vehicles, and motorcycles.
Staff Impact: Minimal
Fiscal Impact: No increase to yearly budget. Cost will be about the same as purchasing combustion vehicles. Will only replace when a vehicle is at its end of life.
- 6) Category: Investing in People
Priority: Implement new SB2 legislation and mandates
Description: Implement new SB2 legislation and mandates regarding the certification and de-certification of police officers.
Staff Impact: Moderate
Fiscal Impact: Minimal.

Public Works – Department Work Plan Priorities

- 1) Category: Excelling in Town Services
Priority: Develop 5-year Capital Improvement Plan that includes a regular update and communication schedule for all capital improvement projects.
Description: Creation of a framework for Council to receive consistent updates of all Capital Improvement projects (CIP). Quarterly reports on CIP expenditures (budget status report from DPW). In addition, staff will be bringing forward a new 5 Year Capital Improvement Plan. Public Works typically reports twice a year to the Capital Program Monitoring Committee and the Financial Advisory Committee and will create a new format to provide an update to the Council on CIP projects.
Staff Impact: Moderate
Fiscal Impact: Low
- 2) Category: Excelling in Town Services
Priority: Improve pavement condition index and repair streets
Description: Continue to program paving, crack sealing and slurry sealing projects to improve road conditions and reduce reconstruction and maintenance costs by improving the Pavement Condition Index (PCI).
Staff Impact: Moderate
Fiscal Impact: High

3) Category: Excelling in Town Services

Priority: Coordinate with County on Flood Control. Finalize Bridge designs.

Description: Continue working towards 25-Year level (4% recurrence interval) flood protection with the removal and replacement of bridges and working with the County on the SAFRR project to remove Building Bridge 2.

Staff Impact: Moderate

Fiscal Impact: Moderate

4) Category: Sustainable, Natural and Built Environment

Priority: Rehabilitate Town Parks and Medians

Description: Work on improving general maintenance and rehabilitation of parks and medians.

Staff Impact: Moderate

Fiscal Impact: Moderate

5) Category: Quality Facilities

Priority: Develop an annual plan to address maintenance for all Town-maintained buildings and facilities

Description: Program funds to address painting, rot repair, heating/ventilation/air-conditioning (HVAC), and other building maintenance issues for all Town-maintained buildings and facilities.

Staff Impact: Moderate

Fiscal Impact: High

6) Category: Planning for the Future, Sustainable, Natural and Built Environment

Priority: Implementation of the Bicycle and Pedestrian Master Plan

Description: Town Staff will continue to prioritize the Bicycle and Pedestrian Master Plan as adopted in the Complete Streets Resolution by the integration of the Bicycle and Pedestrian Master Plan elements into public works projects.

Staff Impact: Moderate

Fiscal Impact: Moderate

7) Category: Planning for the Future, Sustainable, Natural and Built Environment

Priority: Evaluate and develop a Water Conservation plan for Town buildings, parks, and medians

Description: Due to the drought the Town has been working diligently on reducing domestic water usage throughout parks, medians, and buildings.

Staff Impact: Moderate

Fiscal Impact: Moderate

8) Category: Sustainable, Natural, and Built Environment

Priority: Design and seek funding for the development of the Resilient Hub project

Description: This project would install solar panels with battery storage on Town Hall or Library Buildings to create community-serving space equipped with an emergency power center that provides clean energy resilience for both town services and residents, equipped for extreme weather, providing power, broadband, cooling, water, social services, and older adult assistance in an emergency situation.

Staff Impact: High

Fiscal Impact: High

Public Works—Building

1) Category: Excelling in Town Services

Priority: Develop and implement residential Seismic Program.

Description: Provide homeowners with information on earthquake strengthening for existing one- and two-family dwellings, develop a soft-story program for existing structures, and an automatic gas shutoff valve program.

Staff Impact: High

Fiscal Impact: Low

2) Category: Excelling in Town Services

Priority: Develop and implement program with Ross Valley Fire Department (RVFD) to aid in fire resistance “hardening” of dwellings in the Wildland Urban Interface (WUI).

Description: The Building Department is interested in the possible allocation of fire abatement funding to help homeowners in the WUI to add WUI compliant vents and siding to reduce the potential of fires or the spread of fire within San Anselmo and Marin County.

Staff Impact: High

Fiscal Impact: Low

3) Category: Excelling in Town Services

Priority: Develop online permitting for solar systems-SB 379 compliance

Description: SB 379 requires local jurisdictions to adopt an online permitting system for residential solar energy systems. This bill would require every city, county, or city and county to implement an online, automated permitting platform that verifies code compliance and issues permits in real time or allows the city, county, or city and county to issue permits in real time for a residential solar energy system, as defined, that is no larger than 38.4 kilowatts alternating current nameplate rating and a residential energy storage system, as defined, paired with a residential solar energy system that is no larger than 38.4 kilowatts alternating current nameplate rating.

Staff Impact: High

Fiscal Impact: Moderate

4) Category: Excelling in Town Services

Priority: Implement expedited permitting program per AB 2234 requirements

Description: New bill will regulate response time for permit applications. If an application for a post entitlement phase permit is incomplete, the Town must provide applicants with list of incomplete items and description of how to make application complete within 15 business days of submission of application. If an application for a post entitlement phase permit is noncompliant, the Town must provide the applicant a full set of written comments with a comprehensive request for revisions within 30 business day (projects with 25 units or fewer) or 60 business days (projects with more than 25 units).

Staff Impact: High

Fiscal Impact: Moderate

5) Category: Excelling in Town Services, Sustainable, Natural and Built Environment

Priority: Update Green Building code

Description: The Sustainability Committee has raised the question of banning gas in residential new construction. If the Town bans the use of gas, the Building Department will update the Green Building Code to fulfill the new requirement.

Staff Impact: High

Fiscal Impact: Low

Recreation – Department Work Plan Priorities

1) Category: Quality Facilities

Priority: Upgrade and Improve the facilities located at the Robson Harrington House.

Description: Make improvements to the inside program space, home to our after-care programs. Improvements would include painting, replacing carpets, kitchen improvements and replacing blinds. Addition of an office space for staff to work and hold meetings with both parents and staff.

Employee Impact: Moderate

Fiscal Impact: The Department will use reserve funds which will be included in the FY 2023/24 Recreation Fund budget under capital outlay.

2) Category: Connecting with the Community

Priority: Age-Friendly Strategic Plan

Description: Age-Friendly San Anselmo will present a completed strategic plan to Town Council. To achieve the Vision of the strategic plan, the Town and the community will develop and reinforce a culture that allows for people to actively age with dignity, respect, and independence. Nurturing a commitment to an age-friendly future will be an essential factor in successfully implementing the strategies in the plan.

Employee Impact: High

Fiscal Impact: Minimal

3) Category: Connecting with the Community

Priority: Create a Volunteer Corps for Parks and Recreation Projects.

Description: The Parks and Recreation Commission will create a sub-committee to create a data base of past and future volunteers to work on parks and recreation projects. Projects would include earth day, tutoring, park clean-up projects and more. (Should I say something about coordinating with Kelley?)

Employee Impact: Moderate

Fiscal Impact: Minimal

4) Category: Livability and Quality of Life

Priority: Expand Toddler Enrichment Programs

Description: The new early childhood classes will be designed to build a community of caregivers and create an environment for toddlers to socialize play and learn. Teachers and caregivers will encourage early childhood development by guiding children to explore through stories, songs, sensory and art. Our goal is to have programs at both the Robson Harrington House and Memorial Park.

Employee Impact: High

Fiscal Impact: Minimal

5) Category: Connecting with the Community

Priority: Update and reorganize Recreation Department webpage.

Description: The new Recreation registration software, Civic Rec, pairs with the Town website, Civic Plus. The department will connect the two platforms to update and reorganize our website and registration process. This will create a better experience for our recreation community.

Employee Impact: High

Fiscal Impact: Minimal

6) Category: Excelling in Town Services

Priority: Re-format the Community Event Application and Process.

Description: The Town of San Anselmo is vibrant community. The Recreation department receives many requests for events throughout the year. Requests include everything from concerts to bake sales. Currently there is one application that goes to Town Council for approval. The department will develop a process and applications for larger events, smaller events and tables at existing events. The application process will include interdepartmental communications, insurance requirements and street closure and janitorial costs.

Employee Impact: High

Fiscal Impact: Minimal

Interdepartmental Projects - Recreation & Public Works

1) Category: Quality Facilities

Priority: Resurface Tennis Courts & Stripe Two for Pickle Ball

Description: Resurface tennis courts due to failing and cracked concrete

Employee Impact: High

Fiscal Impact: High

2) Category: Quality Facilities

Priority: improvements to Red Hill Dog Park

Description: This project would include improvements to drainage and ground covering.

Employee Impact: Moderate

Fiscal Impact: High

3) Category: Quality Facilities

Priority: Implement phase 3 of Millennium Playground restoration

Description: Phase three will involve enhancing the playground with new features placed in areas of the playground where former features existed. This will begin with a community engagement process to help determine the plan. The plan will go through a cost estimating process and a fundraising program will be launched. The improvements will be made once these goals are met.

Employee Impact: Moderate

Fiscal Impact: High

- 4) Category: Quality Facilities
Priority: Repair the walls within the Robson Harrington Community Gardens
Description: The crumbling walls have become a safety issue.
Employee Impact: Moderate
Fiscal Impact: High
- 5) Category: Quality Facilities
Priority: Paint ICC Center
Description: The paint is peeling.
Employee Impact: High
Fiscal Impact: High
- 6) Category: Quality Facilities
Priority: Renovate Carriage House area at Robson Park to include all-gender public restroom(s).
Description: The old Carriage House foundation area at Robson Park has been condemned due to structural concerns. This building and area used to be home to a small playground, public restrooms, and program/maintenance area and a deck above the structure used for programming and passive space. Staff would like to develop a plan to remove the existing structure and renovate the space.
Employee Impact: High
Fiscal Impact: High

Ross Valley Fire – Department Work Plan Priorities

- 1) Category: Excelling in Town Services
Priority: Implement RVFD leadership reorganization
Description: The Ross Valley Fire Department is in leadership transition due to the expiration in June of the shared services agreement with County Fire. The member agencies and the Fire Board are exploring options including a potential shared services agreement with Central Marin Fire for Fire Chief and Chief Officer services.
Employee Impact: High
Fiscal Impact: Medium

2) Category: Quality Facilities

Priority: Perform needs assessment for living quarters at Station 20

Description: DPW staff to work with Fire Department staff to explore options to renovate the living quarters at Fire Station #20 with the goal of updating the space to accommodate a third member on each operational shift (scheduled for FY2025-26).

Employee Impact: High

Fiscal Impact: Low

3) Category: Quality Facilities

Priority: Renovate living quarters at Station 20

Description: Complete renovation construction on Fire Station #20.

Employee Impact: High

Fiscal Impact: High

Working Copy
Work Plan 2023-25

	C	D	E	F	G	H	I	J	K	L	M	N
1	Livability & Quality of Life		Quality Facilities		Connecting with the Community		Sustainable, Natural and Built Environment		Excelling in Town Services		Planning for the Future	
2												
3	Create opportunities for lifelong learning and diverse resources through innovative Recreation and Library activities and entertainment for residents of all ages.		Plan, maintain and improve Town facilities for residents and town staff.		Provide equitable community engagement that includes an outreach approach with intentional effort to engage a representation of the Town's diverse audiences.		Thoughtful planning and operations that ensure the long-term viability of the Town's infrastructure, facilities, and environment.		Provide excellent and sustainable delivery of services by making data driven investments & decisions. Support continuous improvement and cross departmental collaboration to improve service delivery to residents and provide for their public safety.		Utilize comprehensive planning to balance the community's character with its evolving needs	
4												
5	Implement Housing Element programs, policies and actions (PLAN)		Improve shelving for Library special collections (LIB)		Implement new Town telephone system (F/A)		Complete and implement Economic Development Plan (PLAN)		Update Town s Investment Policy (F/A)		Conduct comprehensive General Plan Update (PLAN)	
6												
7	Complete and implement Economic Development Plan (PLAN)		Study the organization of Library physical public space (LIB)		Implement Online Records Management Program (F/A)		Develop Gas Station Ban Ordinance (PLAN)		Update Fee Study (F/A)		Implement Housing Element programs, policies and actions (PLAN)	
8												
9	Implementation of the Bicycle and Pedestrian Master Plan (PW)		Implement Library reorg plan designed by consultant (LIB)		Reimagine the Library "Take and Make Kits" collection (LIB)		Continue to convert the fleet of vehicles to electric & hybrid (CMPA)		Update Finance/Payroll/HR Systems (F/A)		Develop Gas Station Ban Ordinance (PLAN)	
10												
11	Develop and implement Age-Friendly Strategic Plan (REC)		Study the organization of Library physical staff workspace on lower level (LIB)		Complete implementation of Library RFID project (LIB)		Develop an annual plan to address maintenance for all Town-maintained buildings and facilities (PW)		Complete implementation of Library RFID project (LIB)		Update downtown land uses (PLAN)	
12												
13	Expand Toddler Enrichment Programs (REC)		Repaint/Repair internal Library building, museum, and Council Chamber lobby areas (LIB)		Establish Zip Books program (LIB)		Design and seek funding for a Resilient Hub solar project for the Library roof (PW)		Invest in digital record keeping program (PLAN)		Develop and implement residential Seismic Program (PW-BLD)	
14												

Working Copy
Work Plan 2023-25

	C	D	E	F	G	H	I	J	K	L	M	N
1	Livability & Quality of Life		Quality Facilities		Connecting with the Community		Sustainable, Natural and Built Environment		Excelling in Town Services		Planning for the Future	
15	Implement phase 3 of Millennium Playground restoration (REC)		Develop an annual plan to address maintenance for all Town-maintained buildings and facilities (PW)		Update the Planning Department web pages (PLAN)		Evaluate and develop a Water Conservation Plan for Town buildings, Parks, and medians(PW)		Continue to convert the fleet of vehicles to electric & hybrid (CMPA)		Develop and implement program with Ross Valley Fire Department (RVFD) to aid in fire resistance hardening of dwellings in WUI (PW-BLD)	
16												
17			Upgrade and Improve the facilities at the Robson Harrington House including public restrooms (REC)		Initiate complete overhaul and redesign of the website (CMPA)		Develop 5-year Capital Improvement Plan, that includes a regular update and communication schedule for all capital improvement projects (PW)		Implement new SB2 legislation regarding certification of officers (CMPA)		Update Green Building code (PW-BLD)	
18												
19			Resurface Tennis Courts & Stripe Two for Pickle Ball (REC)		Develop and implement Age-Friendly Strategic Plan (REC)		Develop and implement program with Ross Valley Fire Department (RVFD) to aid in fire resistance hardening of dwellings in WUI (PW-BLD)		Initiate complete overhaul and redesign of the website (CMPA)			
20												
21			Research and develop plan for improvements to Red Hill Dog Park (REC)		Create a Volunteer Corps for Parks and Recreation Projects (REC)		Develop online permitting for solar systems - SB 379 Compliance (PW-BLD)		Develop 5-year Capital Improvement Plan, that includes a regular update and communication schedule for all capital improvement projects (PW)			
22												
23			Implement phase 3 of Millennium Playground restoration (REC)		Update and reorganize Recreation Department webpage (REC)		Update Green Building code (PW-BLD)		Develop an annual plan to address maintenance for all Town-maintained buildings and facilities (PW)			
24												

Updated:4/7/2023

Working Copy
Work Plan 2023-25

	C	D	E	F	G	H	I	J	K	L	M	N
1	Livability & Quality of Life		Quality Facilities		Connecting with the Community		Sustainable, Natural and Built Environment		Excelling in Town Services		Planning for the Future	
25			Repair the walls within the Robson Harrington Community Gardens (REC)						Implementation of the Bicycle and Pedestrian Master Plan (PW)			
26												
27			Paint ICC Center (REC)						Evaluate and develop a Water Conservation Plan for Town buildings, Parks, and medians(PW)			
28												
29			Renovate Carriage House area at Robson Park to include all-gender public restroom(s). (DPW/REC)						Develop and implement residential Seismic Program (PW-BLD)			
30												
31			Renovate living quarters at Fire Station 20 (RVFD)						Develop and implement program with Ross Valley Fire Department (RVFD) to aid in fire resistance hardening of dwellings in WUI (PW-BLD)			
32												
33			Perform needs assesment for living quarters at Station 19 (RVFD)						Develop online permitting for solar systems - SB 379 Compliance (PW-BLD)			
34												
35									Implement expedited permitting program - per AB 2234 requirements (PW-BLD)			
36												
37									Update Green Building code (PW-BLD)			
38												
39									Expand Toddler Enrichment Programs (REC)			
40												

Updated:4/7/2023

Working Copy
Work Plan 2023-25

	C	D	E	F	G	H	I	J	K	L	M	N
1	Livability & Quality of Life		Quality Facilities		Connecting with the Community		Sustainable, Natural and Built Environment		Excelling in Town Services		Planning for the Future	
41									Update and reorganize Recreation Department webpage (REC)			
42												
43									Re-format the Community Event Application and Process (REC)			
44												
45									Implement RVFD leadership reorganization (RVFD)			

	O
1	Investing in People
2	
3	Provide professional management and training that encourages a culture of innovation, collaboration, and transparency to deliver quality service through an exceptional workforce.
4	
5	Conduct Town Compensation Study (F/A)
6	
7	Implement Ready Set Audit Results (F/A)
8	
9	Institute Employee Trainings (Lunch & Learn) (F/A)
10	
11	Study the organization of Library physical staff workspace on lower level (LIB)
12	
13	Onboard new Planner (PLAN)
14	

Updated:4/7/2023

	O
1	Investing in People
15	Develop a training program for Planning Department staff (PLAN)
16	
17	Invest in digital record keeping program (PLAN)
18	
19	Address staffing issues: retention & recruiting (CMPA)
20	
21	Increase training for all staff (CMPA)
22	
23	Improve and evolve the organizational mental and physical wellness of staff (CMPA)
24	

Updated:4/7/2023

	O
1	Investing in People
25	Implement new SB2 legislation regarding certification of officers (CMPA)
26	
27	Implement RVFD leadership reorganization (RVFD)
28	
29	Rennovate living quarters at Fire Station 20 (RVFD)
30	
31	Perform needs assesment for living quarters at Station 19 (RVFD)
32	
33	
34	
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Updated:4/7/2023

	O
1	Investing in People
41	
42	
43	
44	
45	



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 3D

MEETING DATE: April 11, 2023

AGENDA TITLE: Consider reappointing (3) three incumbents to the Infrastructure and Fiscal Monitoring Committee

FROM: Serge Avila, Chief Town Clerk

RECOMMENDATION: To reappointing (3) three incumbents to the Infrastructure and Fiscal Monitoring Committee: Stanley Radtke, Marie Henrio and Erik Selvig.

BACKGROUND

The Town Council recently established the Infrastructure and Fiscal Monitoring Committee. IFMC has a membership of seven voting members.

There are three seats available. Stanley Radtke, Marie Henrio and Erik Selvig are incumbents and were interviewed earlier today.

FISCAL IMPACT

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

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The proposed decision 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 negative effect on the environment. (Cal. Code Regs. tit. 14, § 15061).

ATTACHMENTS

Attachment 1- Stanley Radtke- Application with Resume

Attachment 2- Marie Henrio- Application with Resume

Attachment 3- Erik Selvig- Application no Resume

Attachment 4- Boards and Commissions Status Report

Print

Boards, Committees and Commissions Application - Submission #1806

Date Submitted: 2/28/2023

TOWN OF SAN ANSELMO

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

To: San Anselmo Town Council

Date*

02/28/2023

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

Finance Advisory Committee

Name*

Stanley Radtke

Home Address*

64 Angela Ave

Occupation*

Attorney

Employer's Address

2450 Washington Ave., Ste. 170

Home Phone*

4152584561

Work Phone

5108638058

Cell Phone

E-Mail*

stan@radtkelaw.com

Number of years as resident of San Anselmo*

15

Number of years as a resident in Marin*

15

Education Level Achieved*

Graduate Degree (Major)

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

1.) Name*

Jonathan Braun

1.) Phone*

415-459-6973

2.) Name*

Brian Colbert

2.) Phone*

415-938-6852

3.) Name*

Richurd Somers

3.) Phone*

415-459-0673

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- ☒ YES
☐ NO

I would be available to attend additional meetings when they are necessary.*

- ☒ YES
☐ NO

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

- ☒ YES
☐ NO

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

- ☒ YES
☐ NO

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

Co-chair of the San Anselmo Open Space Committee, committee member of the Financial Advisory Committee

Reasons for this appointment.*

I am committed to the maintenance of the financial solvency of the town

What are your qualifications for this appointment.*

I am served on this Board since its inception and I have the skills and knowledge to continue serving the town in this capacity

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

Unfunded pension liabilities, a potential economic slowdown reducing the incoming funding

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

☒ YES

☐ NO

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

None

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

Stanley_Radtke_DOJ__Resume.pdf

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

CURRICULUM VITAE

Stanley Dale Radtke, Esq. (SBN 253011)

64 Angela Avenue
San Anselmo, CA 94960
(650) 219-4692
stan@radtkelaw.com

EDUCATION

University of San Francisco School of Law, San Francisco, CA

Juris Doctor, May 2007

- CALI Award for excellence in - *Legal Ethics*, Summer 2005
- Finalist in Advocate of the Year Moot Court Competition, Fall 2005
- Environmental Law Society, Co-Chair, 2006 - 2007
- Survey Article Writer, *Maritime Law Journal*, 2006-07

San Francisco State University, San Francisco, CA

Bachelor of Arts in Technical and Professional Writing, *magna cum laude*, January 2002

LEGAL EXPERIENCE

Stanley Radtke Attorney at Law, San Leandro, CA

2012 - present

Attorney at Law

- Litigated cases in criminal defense, immigration, deportation defense, asylum applications, and representation before USCIS.
- Represented and argued immigration matter before the Board of Immigration Appeals (BIA), the Administrative Appeals Office (AAO), and the Ninth Circuit Court of Appeals.
- My law review article was cited by the Ninth Circuit Court of Appeal in *Henriquez-Rivas v. Holder*, 707 F.3d 1081, *en banc*, (9th Cir. 2013).

Mira Law Group, APC, San Leandro CA

2012 – present

Of Counsel

- Litigated cases involving criminal defense, criminal post-conviction relief, removal defense, asylum applications, and representation before USCIS, AAO, BIA, and the Ninth Circuit Court of Appeals.
- Responsible for the training of new associate attorneys with the law office.

Second District Appellate Program, Los Angeles, CA

2011 - present

Panel Attorney

- Researched and briefed indigent criminal appeals to the Second District Court of Appeals under appointment from California Appellate Project – Los Angeles, including appearing for Oral Arguments before the Court.

First District Appellate Project, San Francisco, CA

2010 - present

Panel Attorney

- Researched and briefed indigent criminal appeals to the First District Court of Appeals under appointment from FDAP, including appearing for Oral Arguments before the Court.

CURRICULUM VITAE

Law Office of Haitham Edward Ballout, Burlingame, CA 2005 - 2012
Associate Attorney

- Litigated cases in immigration, deportation defense, personal injury, wrongful death, medical malpractice, and workplace harassment claims.
- Drafted and filed several petitions for certiorari to the U.S. Supreme Court.

U.S. District Court, Northern District of CA, Oakland, CA Fall 2006
Judicial Extern for the Honorable Sandra Armstrong

- Researched motions and prepared bench memos on issues of bankruptcy, habeas corpus, Title VII, Social Security Appeals, and Federal Civil Rights.
- Drafted proposed Orders on Procedural Motions, Rule 16(b) Motions to Dismiss, Change of Venue, and Class Certification Issues.

Alameda County Public Defenders Office, Oakland, CA Summer 2006
Certified Law Clerk

- Conduct client interviews, assisting in preparation for their hearings.
- Argued 1538.5 Motions to Suppress and examined witnesses.

ADDITIONAL EXPERIENCE

United Airlines, San Francisco International Airport 1987 – 2004
Designated Station Trainer – Aviation Maintenance Technician

- Led classroom-training sessions in various software applications.
- Provided OJT instruction for the repair and maintenance of aircraft and components.
- Developed training curriculum for new lead mechanics in engine repair.

PUBLICATIONS

Journal of Law and Social Challenges: *Defining a Core Zone of Protection in Asylum Law: Refocusing the Analysis of Membership in a Particular Social Group to Utilize Both the Social Visibility and Group Immutability Component Approaches*, 10 J. L. & SOC. CHALLENGES 22 (2008).

Urban Action: *Crissy Field: A Story of an Urban Wetland Restoration Success*, Published by San Francisco State University Press, 1998.

PUBLISHED DECISIONS

People v. Mount (2021) 66 Cal.App.5th 599
People v. Escareno (2021) 64 Cal.App.5th 595
People v. Morales (2018) 25 Cal.App.5th 502

CIVIC VOLUNTEER ACTIVITIES

San Anselmo Open Space Committee 2007 - present
Co-Chair

San Anselmo Financial Advisory Committee 2021 – present
Member of committee task with reviewing the Town's finances, budget, resource allocations and expenditures, and to make recommendations to the Town Council regarding matters affecting the Town's financial position.

Print

Boards, Committees and Commissions Application - Submission #1829

Date Submitted: 3/26/2023

TOWN OF SAN ANSELMO

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

To: San Anselmo Town Council

Date*

03/26/2023

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

Infrastructure and Fiscal Monitoring Committee

Name*

MARIE HENRIO

Home Address*

8 SUNNY DRIVE

Occupation*

CHIEF BUSINESS OFFICIAL

Employer's Address

MILLER CREEK SCHOOL DISTRICT - 380 ALBION WAY, SAN RAFAEL CA 94903

Home Phone*

4155956432

Work Phone

Cell Phone

E-Mail*

MARIE_HENRIO@HOTMAIL.COM

Number of years as resident of San Anselmo*

20

Number of years as a resident in Marin*

20

Education Level Achieved*

Graduate Degree (Major)

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

1.) Name*

KELSEY FERNANDEZ

1.) Phone*

415-250-7599

2.) Name*

TIFFANY MC ELROY

2.) Phone*

646-247-4512

3.) Name*

PAUL FOXX

3.) Phone*

415-519-6690

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

- ☒ YES
☐ NO

I would be available to attend additional meetings when they are necessary.*

- ☒ YES
☐ NO

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

- ☒ YES
☐ NO

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

- ☒ YES
☐ NO

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

- Chair of San Anselmo Financial Advisory Committee for the past 3 years
- Volunteered for and championed the creation of a San Anselmo Finance FAQ meant to address the most common asked questions from our town residents regarding the finances of our town
- Volunteered during the November 2022 election campaign for San Anselmo Measure J (Transactions and Use Tax)
- Trustee of Ross Valley School District from December 2020 to January 2023
- Currently employed as Chief Business Official at Miller Creek School District

Reasons for this appointment.*

I care about and understand the various components of the town budget. I am aware of the general struggles we are facing: increasing pension costs, volatility of certain revenue sources to name a few. I do believe I have been and can continue to be a good thought partner regarding our financial needs and how to resolve them. I am known for questioning the status quo, thinking out of the box and for promoting transparency of finances and the decision-making processes. I am not coming from a position of having all the answers, but rather from a place of curiosity and willingness to learn – together – to support the Town Manager, the Public Works Director and the Finance & Administrative Services team with some more brainpower and new ideas.

What are your qualifications for this appointment.*

I have a Master Degree in BA/Finance, I have a strong fiscal background, mainly from years of experience in the corporate sector, and most recently in public education. Some of the challenges the town is facing are fairly similar to what I am dealing with in my current job:

- Balance short term and long term needs with resources that are both restricted and unrestricted.
- Navigate the needs of multiple departments, the appetite of various special interest groups and the overall long-term finance health of the town.

I have been involved in the Finance Advisory committee for the last 3 years (and advocated for the merge of that committee with the Capital Monitoring Committee), I have enjoyed the work and believe this is the right avenue for me to make a difference and keep contributing my fair share to San Anselmo.

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

- As a parent, I care about the maintenance and improvement of all our parks and recreation facilities including: Isabel Cook, Robson – how do they serve our community today, and how will they tomorrow?
- As a commuter, I am interested in hearing about solutions to fix the traffic nightmare at Red Hill. Whatever design is chosen will involve a myriad of grants, local, county and state funding that we should probably start scouting early.

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

- ☒ YES
- ☐ NO

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

None

You may attach personal resumes or other information which you believe would be helpful to the Council in its selection process.
Marie Henrio Resume Spring 2023.pdf

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

SUMMARY

Multifaceted energetic business leader bringing a unique balance of big picture strategic thinking and hands-on experience. Dedicated member of the school community, fervent advocate of public education and strongly committed to support educators in their journey to advance the educational outcomes of all students.

Progressive career developing 25 years of expertise in:

- | | | |
|--------------------------|-----------------------------------|------------------------|
| • Budget development | • Cash flow projections | • Team building |
| • Financial reporting | • Audit and internal controls | • Data analysis |
| • Financial modeling | • Business processes optimization | • Data visualization |
| • Accounting supervision | • Strategic planning | • Public presentations |
-

PROFESSIONAL EXPERIENCE

MILLER CREEK SCHOOL DISTRICT, CA Chief Business Official

Current

Responsible for the organization and administration of the financial and business affairs of the District: fiscal, maintenance & operations, enrollment, nutrition and transportation.

- Ensures the accuracy of financial accounting and reporting as required by state and federal code regulations and District policy
- Develops systems to monitor and analyze critical financial information so as to ensure the district's fiscal integrity
- Organizes, supervises, trains and evaluates business department personnel in all areas of their work
- Assists the Superintendent with the determination of staffing, maintenance, and operational needs of the District
- Serves as a member of the negotiating team

SAN RAFAEL CITY SCHOOLS, CA Director Fiscal Services

2021 – 2022

Organize and supervise the work of the Fiscal Services team (8 members) serving SRCS which is one of the few California school districts made of two separate districts (one State funded, the other one Community funded).

Specific achievements include:

- Collaborated with Human Resources to correct position control records (650 employees, 1,000 positions) for payroll processing and for use in budget development. Reviewed and eliminated 1,200 dormant/duplicated positions that were rolling year after year for at least a decade and had contributed to budgeting errors and endless reconciliations.
- Developed a Fair Share model to use during salary negotiations, establishing trust between the business office and our labor partners. Was recognized as a key player in this successful endeavor that started 3 years ago.
- Designed and implemented a change of accounting practice related to the recording of payroll expenses for the 65 employees working for both districts. This resulted in addressing some non-compliant findings identified during a CALPERS audit and eliminated the accounting errors (no encumbrance of benefits) left unattended for a couple of years.
- Prepared new set of visuals to present financial reports to the board and other committees' meetings, creating a handful of impactful and visually compelling slides and moving away from a long series of static pie charts.

Data Analyst & Coordinator, Education Services

2017 - 2020

- Established myself as a data steward for the District, ensuring we operate with the highest standards regarding data accuracy, consistency and integrity.
- Leveraged student information (demographics, tests results, transcripts, attendance, etc.) to demonstrate and increase awareness around achievement gaps, patterns to success, and other analysis that influence our educational strategies.
- Prepared complex reports for broad dissemination, using a variety of statistical methods and presenting narrative summaries supported by appealing visuals, including various engaging presentations to the Board of Trustees.
- Coordinated timely electronic student records submission for CDE accountability (CALPADS, CBEDS).

Data Analytics Work History

2010 - 2017

- Built an Enterprise Customer Insights team chartered to design innovative analyses to measure the various components of the end-to-end customer experience. AUTODESK, CA
Customer Insights and Business Analytics Senior Manager
- Implemented quarterly satisfaction survey in 12 languages which provided executive leadership with visibility to compare customer loyalty across all market segments.
- Rolled out a wide range of methodologies that led to the team establishing itself as the go-to internal consultant group for all quantitative customer research projects. MARIE HENRIO CONSULTING, CA
Independent Consultant for:
Salesforce,
United Capital Financial Advisers
- Managed data enhancement roadmap and lead a series of Business Intelligence projects around customer retention and segmentation of the various markets.

Finance Work History

1994 – 2009

- Established a reputation as a high integrity finance partner, with a focus in improving financial control and reporting transparency. AUTODESK, CA
Finance Business Partner
Internal Audit Manager
- Provided enthusiastic direction and training of staff resulting in team members growing into new roles and being promoted.
- Identified and implemented process improvement opportunities to refine and speed-up the month-end close processing cycle. DISCREET LOGIC, Paris
Finance and Ops Manager
- Worked with department leaders to summarize their individual operational budget requirements, while identifying cost saving opportunities to establish optimal budgets. AFFICHE EUROPE, Paris
Finance Manager
- Developed financial model to facilitate Customer Service headcount planning (250 agents) during a business restructuring. This model was used to save 20 positions and to promote a global organization. COOPERS & LYBRAND, Paris
Financial Auditor
- Performed business risk assessments and internal audits.

EDUCATION

- USC Rossier School Business Management Program Certificate
June 2022
- MBA, ESCP Europe, Paris

Languages: French, Spanish

COMMUNITY INVOLVEMENT

- Finance Advisory Committee to the Town of San Anselmo: Current Chair.
- Ross Valley Schools District: Past Trustee.
- RVSD YES Foundation, Wade Thomas PTA: Past Treasurer.
- Marin Youth Center, "The MYC". (Teen program lead by Bay Area Community Resources). Past member of the Advisory Board.

Print

Boards, Committees and Commissions Application - Submission #1832

Date Submitted: 3/29/2023

TOWN OF SAN ANSELMO

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

To: San Anselmo Town Council

Date*

3/29/23

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

Infrastructure and Fiscal Monitoring Committee

Name*

Erik Selvig

Home Address*

40 Santa Barbara Ave

Occupation*

Project Manager

Employer's Address

Home Phone*

4159026723

Work Phone

415-902-6723

Cell Phone

415-902-6723

E-Mail*

erik.selvig@comcast.net

Number of years as resident of San Anselmo*

32

Number of years as a resident in Marin*

55

Education Level Achieved*

Graduate Degree (Major)

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

1.) Name*

Jennifer Selvig

1.) Phone*

415-336-7167

2.) Name*

Diane Taylor

2.) Phone*

415-686-2556

3.) Name*

Rolf Selvig

3.) Phone*

415-407-8530

I would be able to regularly attend the meetings of this Board/Commission/Committee.*

☒ YES

☐ NO

I would be available to attend additional meetings when they are necessary.*

☒ YES

☐ NO

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

☒ YES

☐ NO

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

☒ YES

☐ NO

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

I have previously served on the Measure G, Capital Project and Financial Monitoring Committees for the Town plus currently serve on the GG Ferry Passenger Advisory Committee and previously served on the RVSD Safe Routes to Schools committee

Reasons for this appointment.*

Would like to continue to be involved with the town on the newly formed Infrastructure & Fiscal Advisory Committee.

What are your qualifications for this appointment.*

I have been responsible for the creation and adherence to annual multimillion dollar global budgets for the last 20 years in an executive role leading facilities, real estate & workplace orgs in the tech industry.

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

Quality of Life for our residence, Safety, Security & Fiscal Responsibility / Efficient Use of Town Resources

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

- ☐ YES
☒ NO

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

None

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

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

TOWN OF SAN ANSELMO
BOARDS/COMMITTEES/COMMISSIONS
STATUS REPORT
As of 04/07/23

Board, Committee, Commission <i>(total seats)</i>	Seats Expiring/Vacant	Applicants	Term (Yrs)¹	Date of Interview
Arts Commission 9 seats + youth <i>Dannielle Mauk</i>	1 + 1 (Youth)		3	
Bicycle and Pedestrian Committee 7 seats <i>Sean Condry</i>			4	
Board of Review 5 seats <i>Jeff Zuba</i>	1		6	
Economic Development Committee 7 seats <i>Heidi Scoble</i>	2		3	
Infrastructure & Fiscal Monitoring 6 seats <i>Jeff Zuba</i>	3	Stanely Radtke, Marie Henrio, Erik Selvig	3	April 11
Flood Committee 7 seats <i>Sean Condry</i>	2		4	
Historical Commission 11 seats+ youth <i>Linda Kenton</i>			4	
Library Advisory Board 7 seats+ youth <i>Linda Kenton</i>			4	
Library Tax Oversight Committee 5 seats <i>Linda Kenton</i>	2 (4/23)		3	
Marin Commission On Aging 1 seat			3	
Mosquito Abatement District 1 seat	1		2-4	
Open Space Committee 11 seats + youth <i>Heidi Scoble</i>	2		4	
Parks & Recreation Commission 7 seats + youth <i>Dannielle Mauk</i>			4	
Planning Commission 7 seats <i>Heidi Scoble</i>			4	
Racial Equity Committee	2		3	
Climate Action Commission 7 seats+ youth <i>Heidi Scoble</i>	1 (4/23)		3	
Ross Valley Paramedic Authority 1 seat			4	
Tax Equity Board 3 seats <i>Jeff Zuba</i>			3	

* Incumbent

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