



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

Town Council Agenda

Tuesday, September 10, 2024

7:00 PM

Meeting held In-Person and via Zoom:

<https://us02web.zoom.us/j/89274146518>

Or Telephone: +1 669 900 6833 | Webinar ID: 892 7414 6518

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

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

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

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

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

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

Open time for public expression.

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

respectful to the community.

Council requests for future agenda items.

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

Special Presentation. There are No Special Presentations

1. Consent Agenda:

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

1.1 Approval of the Draft Minutes of the Regular Meeting of Tuesday, August 27, 2024.

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

[Attachment 1- Draft Minutes of the Regular Meeting of Tuesday, August 27, 2024.](#)

1.2 Adopt the Town of San Anselmo Biennial Conflict of Interest Code

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

[Attachment 1 - Draft Resolution \(DOC\)](#)

1.3 Approval of Resolution Establishing the 2024-2025 Appropriations Limit

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

[Attachment 1 Exhibit A \(PDF\)](#)

[Attachment 2 Exhibit B \(PDF\)](#)

[Attachment 3 Appropriations Resolution \(DOCX\)](#)

1.4 Receive the Report of Checks Issued, August 2024

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

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

1.5 Adopt a Proclamation Recognizing and Ratifying Youth Commissioners for 2024/25

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

[Attachment 1- Proclamation \(DOC\)](#)

2. Council Business Items:

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

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

2.1 Discussion Related to Proposed Amendments to Title 4, Chapter 13, Private Trees. The project would be exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility that the Amendments would have a significant effect on the environment.

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

[Attachment 1- Proposed Draft Ordinance for Title 4, Chapter 13, Private Trees- Redline \(PDF\)](#)
[Attachment 2- Summary of Tree Protection Policies \(PDF\)](#)
[Attachment 3- November 12, 2019, Town Council Minutes- Excerpt \(PDF\)](#)

Adjourn

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

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

Notice is hereby given that Council may discuss and/or take action on any or all of the items listed on this agenda. If any of these matters above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Council meeting. Judicial review of an administrative decision of the Town Council must be filed with the Court not later than the 90th day following the date of the Council's decision (Code of Civil Procedure Section 1094.6) Any item not under discussion before 10:00 p.m. may be continued to the next regular meeting. Next regular meeting is September 24, 2024.

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

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

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

DECLARATION OF POSTING

This Notice is posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the Town of San Anselmo website. Under penalty of

perjury, this Agenda was posted to the public at least 72 hours prior to the meeting.



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.1

MEETING DATE: September 10, 2024

AGENDA TITLE: Approval of the Draft Minutes of the Regular Town Council Meeting of the August 27, 2024

FROM: Serge Avila, Town Clerk

RECOMMENDATION: For Council to consider the approval of the Draft Minutes of the Regular Town Council meeting of August 27, 2024

ATTACHMENT:

Attachment 1- August 27, 2024 Draft Minutes

San Anselmo Draft Council Minutes
Regular Meeting
Town Council Chambers and via Zoom
Tuesday, August 27, 2024

Call to Order: Optional Pledge of Allegiance

COUNCILMEMBERS PRESENT:

Steve Burdo
Eileen Burke, Mayor
Brian Colbert
Tarrell Kullaway

COUNCILMEMBERS ABSENT:

Alexis Fineman

STAFF MEMBERS PRESENT:

Dave Donery, Town Manager
Serge Avila, Town Clerk
Heidi Scoble, Planning Director
Lindsey Klein, Senior Planner
Dan Mahoney, Chief of the RVFD
Sean Condry, Public Works Director
Scott Schneider, Assistant Public Works Director
Mattie O'Grady, Interim Parks & Rec. Director

Open Time for Public Expression

Mrs. Sherry Petrakis provided her public comment regarding a crosswalk on Sir Francis Drake and Madrone Avenue.

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

Councilmember Colbert reported he attended the Transportation Authority of Marin (TAM) Countywide workshop/meeting; Senator McGuire spoke at the new Corte Madera Town Hall about homelessness and insurance challenges; attended the Marin Transit Authority (MTA) meeting; the Tam House Open House; a Congressman Huffman Super Pac meeting; the Democratic Convention and participated in the "Mayors' Hub".

Councilmember Burdo reported he attended the Central Marin Police Authority (CMPA) Board meeting; the recent Planning Commission meeting; a water conservation meeting; tabled with Fire Safe Marin at the recent "Live on the Avenue" Event; the Tam House BBQ.

Vice Mayor Kullaway reported she attended the General Plan Update Committee meeting remotely; watched the Planning Commission video.

Mayor Burke reported she attended several "Live on the Avenue" Events; the General Plan Advisory Committee (GPAC) meeting; encouraged everyone to meet with the five Council candidates; the recent Planning Commission meeting; the Tam House Event; will be announcing this Saturday's Varsity and Junior Varsity Football Games for Archie Williams (Go Falcons !); received \$1,000 for listening to a podcast on emerging technologies and turned it over to the Town; reported the Town received a \$20,000 grant which would be used for "connecting" with residents.

Special Presentation

Proclamation Honoring Retiring Director of Community Services, Dannielle Mauk, for her exemplary Service to the Town of San Anselmo

Mayor Burke read and presented the Proclamation to Community Services Director Mauk.

Mayor Burke opened the meeting to public comments

Mr. Dennis Altman thanked the Town of San Anselmo for being so welcoming to their family.

Mayor Burke closed the meeting to public comments.

Community Services Director Mauk thanked the Council for their support over the years.

The Council thanked Community Services Director Mauk for her years of service and wished her well in her future endeavors.

1. Consent Agenda

1.1 Approve the Draft Minutes of the Town Council Meeting- July 23, 2024

1.2 Approve the Proposed Revisions to the Marin Wildfire Prevention Authority JPA Agreement

1.3 Receive the Report of Checks Issues for the month of July 2024

1.4 Receive the Revenue and Expenditure Reports for the month of July 2024

1.5 Receive the Quarterly Treasurer's Investment Report, June 2024

1.6 Receive the Recreation Fund Finance Report for the month of July 2024

1.7 Adopted Ordinance No. 1187 Amending Title 10, Chapter 20, Objective Design and Development Standards to implement State Housing Law, Clarify the Appropriate Review Authority and Procedures, and Correct Typographical Errors

1.8 Adoption of Resolution No. 2024-4557 Suspending enforcement of Town All Electric Construction Regulations

1.9 Consider the Reappointment of Two Incumbents to the Planning Commission

1.10 Consider the Approval of a Special Event Application- All About Owls

Mayor Burke opened the meeting to public comments

There were no comments.

Mayor Burke closed the meeting to public comments.

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

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

ABSENT: Fineman

2. Public Hearings

- 2.1 Consider the Adoption of the Marin County Multi-Jurisdictional 2024 Hazard Mitigation Plan and the Town of San Anselmo Annex (collectively, the "Local Hazard Mitigation Plan"); adoption and Amendment to the Safety Element of the General Plan to Incorporate the Local Hazard Mitigation Plan

Senior Planner Klein presented the staff report. Mr. Stephen Torrance, Director of Emergency Management, and Ms. Hannah Tarling, Emergency Management Coordinator, presented a PowerPoint presentation. Staff answered questions from the Council regarding whether two separate motions should be made; if they need to add an amendment recognizing that the Town is no longer in Flood Zone 9.

Mayor Burke opened the meeting to public comments

Ms. Kathleen Gundry, member of the Climate Action Commission, was happy to see the emphasis on climate change and extreme weather events. She thought the issue of flooding should have a higher rating and pointed out that the Town is no longer in Flood Zone 9.

Mayor Burke closed the meeting to public comments.

Mayor Burke agreed with the comments made by Ms. Gundry and stated the Town needs to move forward with the other Ross Valley jurisdictions on how to address flooding.

M/s, Burdo/Kullaway, Motion to Adopt Resolution No. 2024-4555 adopting the Marin County Multi-Jurisdictional 2024 Hazard Mitigation Plan.

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

ABSENT: Fineman

M/s, Burdo/Kullaway, Motion to Adopt Resolution No. 2024-4556 Amending the Safety Element of the General Plan to Incorporate the Local Hazard Mitigation Plan by reference and correct any typographical errors.

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

ABSENT: Fineman

3 Council Business Items

- 3.1 Approve the Sir Francis Drake Boulevard and Sierra Avenue/Broadmoor Avenue Traffic Signal Improvement Project and Authorize Staff to Advertise for Construction Bids

Assistant Public Works Director Schneider presented the staff report and a PowerPoint presentation. Staff answered a question from the Council regarding whether this would impact a future project at Sais Avenue.

Mayor Burke opened the meeting to public comments

There were no comments.

Mayor Burke closed the meeting to public comments.

Councilmember Burdo stated this project would be a great improvement.

Councilmember Colbert stated he supports the continued focus on pedestrian safety.

M/s, Kullaway/Colbert, Motion to approve the Sir Francis Drake Boulevard and Sierra Avenue/Broadmoor Avenue Traffic Signal Improvement Project and authorize staff to advertise for construction bids

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

ABSENT: Fineman

3.2 Approve the Pedestrian Hybrid Beacon Project at Sir Francis Drake Boulevard and Saunders Avenue and Authorize Staff to Advertise for Construction Bids

Assistant Public Works Director Schneider presented the staff report and a PowerPoint presentation. Staff answered questions from the Council regarding whether this is the first installation of this type of device; when the devices would be installed.

Mayor Burke opened the meeting to public comments

Gene, San Francisco Boulevard, stated safety has improved due to the signals. The proposal would be great for pedestrians.

Mr. Tom Fulman stated the lights are great but they would not be effective without enforcement.

Mayor Burke closed the meeting to public comments.

Vice Mayor Kullaway stated Hawk Beacons have a very high compliance rate and are a vast improvement.

Councilmember Burdo stated he liked the idea of the beacon and how it would operate.

Mayor Burke stated staff is selecting the right locations to start with these devices.

M/s, Colbert/Burdo, Motion to approve the Pedestrian Hybrid Beacon Project at Sir Francis Drake Boulevard and Saunders Avenue and authorize staff to advertise for construction bids

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

ABSENT: Fineman

3.2 Review of Overnight Parking Regulations and Provide Direction to Staff

Public Works Director Condry presented the staff report and a PowerPoint presentation. Staff answered questions from the Council regarding the amount of enforcement; the amount of revenue received from ticketing; if there has been an increase in the issuance of overnight parking permits; concerns on specific streets; if the issue about emergency vehicle access is the same during the day vs. the night; if staff advocates for marked parking spaces along the narrow streets in the hills.

Mayor Burke opened the meeting to public comments

Ms. Victoria Weiss, Mariposa Avenue, stated she has been battling the overnight parking issue forever. She objects to it and thinks all property owners should be given a permit.

A resident stated the CMPA should take a look at the way permits are issued. A parking ordinance is a good idea but there needs to be enforcement. He discussed abandoned vehicles.

Josh stated he would like to see it become easier to park overnight. People tend to speed when there are no cars parked along the street.

Ms. Sherry Weinroth, Sir Francis Drake Boulevard, stated there should be a red curb in front of a fire hydrant

Daniel, Sturtevant Avenue, did not understand why there is a need for permits.

Mr. Bridget Clark stated the system for guest parking is archaic and it should be easier for guests to park on the street.

Mayor Burke closed the meeting to public comments.

Mayor Burke stated it is time to address the issue and she is leaning towards allowing overnight parking but with appropriate restrictions for problematic streets. They need to address the occasional car that is parked on the street for a long time. She supported a residential parking permit for downtown streets that have a 2-hour parking limit.

Vice Mayor Kullaway did not understand how overnight parking was different from daytime parking in terms of emergency vehicle access. There should be more discussion.

Councilmember Burdo agreed with the comments made by Mayor Burke and Vice Mayor Kullaway. There is a broad sweeping policy that has not changed and he would like to see a more narrow approach. He supports the creation of an ad hoc committee.

Councilmember Colbert stated he has lived in other locations that have an Overnight Parking Ordinance. He supported the creation of an ad hoc committee.

Mayor Burke, Councilmember Burdo, and Councilmember Colbert volunteered to serve on the ad hoc committee.

M/s, Burdo/Colbert, Motion to adjourn the meeting at 8:46 p.m.

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

ABSENT: Fineman

Respectfully submitted,

Toni DeFrancis,
Recording Secretary



STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.2

MEETING DATE: September 10, 2024

AGENDA TITLE: Conflict of Interest Code Biennial Update

FROM: Administration Town Clerk

RECOMMENDATION:

For the Town Council to Adopt the proposed Resolution updating the Town's Conflict of Interest Code and direct staff to file the 2024 Local Biennial Notice with the Fair Political Practices Commission reflecting the update to the Conflict of Interest Code.

BACKGROUND

The California Political Reform Act, Government Code sections 87100 et seq. (PRA) requires certain public officials and employees to publicly disclose their economic interests.

The purpose of the disclosure requirement is to alert the public to the official's personal economic interests in connection with the performance of the official's duties. The disclosure occurs through the filing of a "Form 700" Statement of Economic Interests, which must be filed annually.

The PRA designates certain officials who are automatically required to disclose their personal economic interests including the Town Manager, Town Attorney, Town Treasurer, and members of the Council and Planning Commission.

In addition, State law requires other officials and/or public employees to disclose their financial interests if they participate in making decisions that could foreseeably have a material financial effect on their economic interests. (Cal. Code Regs., §§ 18701(a)(1); 18702.4(a)(1).) These "designated employees" are required to file a Form 700 disclosing their economic interests.

DISCUSSION/ANALYSIS

The PRA requires all governmental agencies to adopt a Conflict of Interest Code that lists each position within that agency that makes, or participates in making, governmental decisions that may have a material financial effect on their financial interests.

State law requires that the Conflict of Interest Code be updated every two years, which ensures that the Conflict of Interest Code reflects current staffing and public official duties. Designated employees may include employees, members of boards, committees, commissions, and Town officers and consultants who by virtue of their positions are likely to be involved in decision-making that could affect their own financial interests.

Disclosure categories are assigned to designated positions based on the level of the position and the likelihood that the person holding it will be drawn into a financial conflict situation.

The Town has adopted the model Conflict of Interest Code prepared by the California Fair Political Practices Commission, as set forth in Code of Regulations Title 2, section 18730. To update its Conflict of Interest Code, the Town need only update the Exhibit listing the designated persons requiring financial disclosure. This update is reflected in the draft Resolution for the Town Council's consideration. Staff and the Town Attorney's Office have reviewed the Town's Conflict of Interest Code and prepared the attached Resolution with an Exhibit listing designated positions requiring the disclosure of economic interests.

This list includes additional designated positions where members may make decisions that impact their financial interests as follows: General Plan Advisory Committee, Age and Disability Friendly Community Advisory Committee (to be formalized) and recently hired three Assistant Engineers.

Under the proposed Resolution, any changes to State conflict of interest law will automatically be incorporated into the Town's Conflict of Interest Code. In accordance with State law, the Town will again review its code in 2026 to determine whether any changes are warranted.

FISCAL IMPACT

There is No Fiscal Impact

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adopting the Town of San Anselmo Conflict of Interest Code is not a “project” under the California Environmental Quality Act (CEQA) because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable physical change in the environment. (CA. Pub. Res. Code Section 21065).

ATTACHMENT

Attachment 1- Draft Resolution

RESOLUTION NO. XXXX

RESOLUTION OF THE SAN ANSELMO TOWN COUNCIL UPDATING ITS CONFLICT OF INTEREST CODE

WHEREAS, the Political Reform Act (Government Code section 8100 et seq.) requires state and local governmental agencies to adopt and promulgate Conflict of interest Codes; and

WHEREAS, the Fair Political Practices Commission (FPPC) has adopted California Code of Regulations, Title 2, Section 18730, containing the terms of a standard Conflict of Interest Code, that may be incorporated by reference in a municipality's code, and which may be amended by the FPPC to conform to amendments in the Political Reform Act following public notice and hearings; and

WHEREAS, the Town Council intends to adopt the FPPC's standard Conflict of Interest Code and update the Town's Designated Positions and Disclosure Categories in compliance with the Political Reform Act.

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

SECTION 1. The above recitals are true and correct and incorporated herein by reference and establish the basis of the Town Council's adoption of this Resolution.

SECTION 2. Resolution No. 4451 is hereby repealed in full and is replaced with this Resolution; all former Resolutions or parts thereof conflicting or inconsistent with the provisions of this Resolution are superseded and repealed.

SECTION 3. Designated employees shall file Statements of Economic Interest with the Town of San Anselmo or electronically through the Netfile system, who shall make the statements available for public inspection and reproduction consistent with Government Code section 8.

SECTION 4. The terms of California Code of Regulations, Title 2, Section 18730 and any duly adopted amendments thereto are hereby incorporated by reference.

Adopted at a regular meeting of the Town Council of the San Anselmo held on September 10, 2024, by the following vote:

RESOLUTION PASSED AND ADOPTED, at the regular meeting of the San Anselmo Town Council on the 10 day of August, 2024, by the following vote:

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

EILEEN BURKE
MAYOR

ATTEST:

SERGE AVILA
TOWN CLERK

EXHIBIT A

POSITION	DISCLOSURE CATEGORY
Assistant Engineer	3,4 & 5
Age & Disability Friendly Community Advisory Committee	3,4 & 5
Assistant Public Works Director	3,4 & 5
Assistant Town Attorney	3,4 & 5
Building Official	3,4 & 5
Community Services Director	1
Consultants*	
Deputy Town Clerk	1
General Plan Advisory Committee	3,4 & 5
Finance & Administrative Services Director	1
Open Space Committee Members	3,4 & 5
Planning Director	1
Public Works Director	3,4 & 5
Senior Engineer	3,4 & 5
Town Librarian/Asst Town Manager	3

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The Town Manager may determine in writing that a particular consultant, although a “designated position” is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements described in this section. Such determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of the disclosure requirements. The Town Manager's determination is a public record and shall be retained for public inspection.

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations or if they believe that their positions has been categorized incorrectly.

DISCLOSURE CATEGORIES

1. Full Disclosure. All interests in real property located within the Town, as well as investments, business positions, and sources of income, including gifts, loans, and travel payments.

2. Full Disclosure (excluding interests in real property). All investments, business positions, and sources of income, including gifts, loans, and travel payments.

3. General Contracting Category. All investments, business positions, and income, including gifts, loans, and travel payments, from sources that provide goods, equipment, vehicles, leased facilities, machinery, or services, including training or consulting services, of the type utilized by the employee's department.

4. Regulatory, Permit, or Licensing Category. All investments, business positions, and income, including gifts, loans, and travel payments, from sources that are subject to the regulatory, permit, or licensing authority of, or have an application for a license or permit pending before, the Town.

5. Interest in Real Property. All interests in real property are located in the jurisdiction.

**PUBLIC OFFICIALS WHO FILE A STATEMENT OF ECONOMIC INTERESTS
PURSUANT TO GOVERNMENT CODE §87200**

Town Council
Planning Commission
Town Manager
Town Attorney
Town Treasurer



STAFF REPORT

TOWN OF SAN ANSELMO

Item # 1.3

MEETING DATE: September 10, 2024

AGENDA TITLE: Approval of Resolution Establishing the 2024-2025 Appropriations Limit

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That the Town Council consider approval of the attached resolution establishing the appropriations limit for the Fiscal Year 2024-2025.

BACKGROUND

The State of California's voters approved of ballot Proposition 4 in 1979 thereby adding Article XIII B to the California State Constitution of which stipulates spending authority limits on municipalities. These limits are specific to entities that fund its operations using proceeds of taxes, such as sales taxes, property transfer taxes, and property taxes. This is in an effort for municipalities to not to continue appropriating funds for program purposes of which it does not have the adequate level of taxation to cover.

ANALYSIS

As directed per the State of California's Article XIII B Appropriations Limit, municipalities are to assess its adopted budget appropriations against a calculated spending limit. The budgeted appropriations balance within scope of the Article are any funds used from proceeds of taxes. Proceeds of taxes can include any property taxes, sales taxes, property transfer taxes, etc. The spending limit is a rolling balance starting from 1979 that fluctuates year-over-year based on growth factors from both the local population and cost of living.

Regarding the proceeds of taxes within scope for the Town, the Town does receive a significant amount of funds from taxation. The Town receives property taxes, sales taxes, property transfer taxes, business license taxes, Measure C Wildfire taxes, and proportions of interest income from its deposit at the California State Local Agency Investment Fund (LAIF). In total, the Town's budgeted proceeds of taxes for the Fiscal Year 2024-2025 is \$22.7M.

The Article, however, does allow for certain exclusions of its proceeds of taxes that would not be subject to its calculated spending limit. Such exclusions available to the Town qualify mandated spending for court orders, federal legislation, capital outlays and debt service. The Town does comply with various federal statutes, proceed with capital projects for betterment of its infrastructure, and continue to support its financing for its Pension Obligation Bonds-all of which are allowed exclusions from the spending limit. In total, the Town's allowable exclusions that are not subject to the Appropriations Limit is \$6.9M-making the total proceeds of taxes subject to the Limit being \$15.7M.

Regarding the spending limit applicable to the Town, the Town's limit is calculated using a rolling balance adjusted for growth factors from changes in population and cost of living. For the Town's specific analysis however, its starting year is Fiscal Year 1986-1987 due to significant adjustments that were needed for the calculation as previously discussed and approved in prior Town Council meetings. For the current Fiscal Year moreover, we have obtained the allowed compounded growth factors applicable to the Town noting a total growth of 3.62% from prior fiscal year's Appropriations Limit-of which amounts to a current Fiscal Year Appropriations Limit of \$17.4M.

Similar to the proceeds of taxes exclusions, the Article also allows for adjustments to the Appropriations Limit. Such adjustments available to the Town are for transfer of financial responsibility, a declared emergency, and voter override taxes that allow for temporary increase in the Appropriations Limit. For the current fiscal year, the residents of the Town have approved of both Measures J and E for temporary overrides of respective sales and parcel tax levies. Both measures constitute \$2.8M in additional proceeds allowed by the Town's residents-of which increases the Appropriations Limit to \$20.3M.

Using all of the factors applicable to the Town, the Town calculated both its proceeds of taxes subject to the Appropriations Limit as well as the Appropriations Limit itself as directed by the State of California. The threshold of which leaves the Town's Adopted Budget appropriations from proceeds of taxes based on this analysis amounts to \$4.5M or 22% below the Appropriations Limit. Attached as part of the analysis, we have provided to the Council two exhibits (A & B) that summarize the analysis performed for inclusion of the proposed Resolution:

Exhibit A provides the detail and changes in each subsequent fiscal year starting in Fiscal Year 1986- 1987 the Town's calculated Appropriations Limit.

Exhibit B provides the current fiscal year's calculation based off of the proceeds of taxes from the Adopted Budget relative the calculated Appropriations Limit.

FISCAL IMPACT

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

GENERAL PLAN CONSISTENCY

Not applicable.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

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).

CONCLUSION

Based on the analysis performed by the Town, its Adopted Budget appropriations subject to the Appropriations Limit is determined to be comfortably within its required threshold. Lastly, there are no anticipated factors that would cause the Town to not be in compliance with the Article in the upcoming fiscal year.

ATTACHMENTS

Attachment 1: Exhibit A Appropriations Growth Factors – Population & Cost of Living Adjustments

Attachment 2: Exhibit B – Appropriations Limit Calculation Summary

Attachment 3: FY24-25 Appropriations Limit Resolution

Town of San Anselmo

APPROPRIATIONS LIMIT CALCULATION

Fiscal Year 2024-25 Adopted Budget

Appropriation Growth Factors - Population & Cost of Living Adjustments

EXHIBIT A

Fiscal Year	Change Cost of Living Indices [1]		Change in Population [4]		Growth Factor	Prior Year Limit	Current Year Appropriations Limit [5]
Appropriation Limit Fiscal Year	Per Capita Personal Income [2]	Annual Non-Residential Assessed Valuation Growth to Total Growth [From #6.1][3]	San Anselmo	Marin County	Allowed Annual Percent Growth in Appropriations Limit		
	Apply Highest Factor		Apply Highest Factor		[Highest Cost of Living times Population]	Growth Factor times Prior Year Limit	
86/87							\$ 3,159,327
87/88	3.470	n/a	-0.290	0.700	1.041940	\$ 3,159,327	\$ 3,291,829
88/89	4.660	n/a	0.110	0.920	1.056230	\$ 3,291,829	\$ 3,476,929
89/90	5.190	n/a	0.520	1.240	1.064940	\$ 3,476,929	\$ 3,702,720
90/91	4.210	0.103	1.140	1.480	1.057520	\$ 3,702,720	\$ 3,915,701
91/92	4.140	n/a	0.280	1.550	1.057540	\$ 3,915,701	\$ 4,141,010
92/93	-0.640	n/a	1.220	1.790	1.011390	\$ 4,141,010	\$ 4,188,177
93/94	2.720	n/a	1.310	1.750	1.045180	\$ 4,188,177	\$ 4,377,398
94/95	0.710	0.479	0.380	1.200	1.019190	\$ 4,377,398	\$ 4,461,401
95/96	4.720	1.171	2.390	1.220	1.072230	\$ 4,461,401	\$ 4,783,648
96/97	4.670	1.559	1.160	1.430	1.061670	\$ 4,783,648	\$ 5,078,655
97/98	4.670	-0.325	1.250	1.640	1.063870	\$ 5,078,655	\$ 5,403,029
98/99	4.150	0.360	1.110	1.560	1.057750	\$ 5,403,029	\$ 5,715,054
99/00	4.530	0.224	1.190	1.620	1.062230	\$ 5,715,054	\$ 6,070,702
00/01	4.910	0.341	1.050	1.820	1.068190	\$ 6,070,702	\$ 6,484,663
01/02	7.820	2.071	0.070	0.720	1.085960	\$ 6,484,663	\$ 7,042,084
02/03	-1.270	0.866	0.410	0.810	1.016830	\$ 7,042,084	\$ 7,160,603
03/04	2.310	0.185	0.350	0.770	1.030980	\$ 7,160,603	\$ 7,382,438
04/05	3.280	1.977	-0.060	2.530	1.058930	\$ 7,382,438	\$ 7,817,485
05/06	5.260	0.999	-0.100	0.330	1.056070	\$ 7,817,485	\$ 8,255,811
06/07	3.960	0.216	0.530	0.740	1.047290	\$ 8,255,811	\$ 8,646,229
07/08	4.420	0.055	0.550	0.970	1.054330	\$ 8,646,229	\$ 9,115,978
08/09	4.290	0.587	1.030	0.930	1.053640	\$ 9,115,978	\$ 9,604,959
09/10	0.620	0.288	0.690	0.810	1.014350	\$ 9,604,959	\$ 9,742,791
10/11	-2.540	0.002	0.790	0.930	1.009320	\$ 9,742,791	\$ 9,833,593
11/12	2.510	0.209	0.810	0.900	1.034330	\$ 9,833,593	\$ 10,171,181
12/13	3.770	0.645	1.020	1.050	1.048600	\$ 10,171,181	\$ 10,665,500
13/14	5.120	1.314	0.280	0.420	1.055620	\$ 10,665,500	\$ 11,258,715
14/15	-0.230	0.185	0.390	0.420	1.006060	\$ 11,258,715	\$ 11,326,943
15/16	3.820	0.047	0.690	0.730	1.045780	\$ 11,326,943	\$ 11,845,490
16/17	5.370	0.033	0.170	0.330	1.057180	\$ 11,845,490	\$ 12,522,816
17/18	3.690	0.075	0.060	0.180	1.038770	\$ 12,522,816	\$ 13,008,325
18/19	3.670	0.340	0.140	0.170	1.038460	\$ 13,008,325	\$ 13,508,625
19/20	3.850	0.384	-0.050	-0.010	1.038400	\$ 13,508,625	\$ 14,027,357
20/21	3.730	0.168	-0.690	-0.600	1.031080	\$ 14,027,357	\$ 14,463,327
21/22	5.730	0.005	-0.410	-0.430	1.052970	\$ 14,463,327	\$ 15,229,449
22/23	7.550	0.005	-0.990	-1.110	1.064850	\$ 15,229,449	\$ 16,217,079
23/24	4.440	0.004	-0.880	-1.060	1.035210	\$ 16,217,079	\$ 16,788,082
24/25	3.620	0.000	-0.140	-0.530	1.03475	\$ 16,788,082	\$ 17,371,468

[1] From State Department of Finance per Article XIII B of the California Constitution every May 1st for following Fiscal Year Appropriations Calculation. A 1991 amendment to Article XIII-B dropped use of the CPI and allowed for revising limit with PCI or Growth in non-residential assessed valuation and City or County population growth factors back to FY 87-88. The City may selection by resolution the growth factors to be used to calculate the annual Appropriations Limit. The shaded area indicate the highest factor used in calculation for the individual Fiscal Year.

[2] Per Capita Personal Income - California 4th Quarter - Calculated by State Department of Finance

[3] Determination of the annual growth in non-residential assessed valuation is from the Marin County Auditor-Controller's Office. Data for FY 87/88 to 89/90 and 91/92 to 93/94 is unavailable.

[4] Population changes are from the State Department of Finance Demographic unit and updated as of January of each year.

[5] Appropriations Limit calculation has been revised to correct factors and mathematical calculations from FY 87/88 to 16/17. The compounding factors and change in the limits have significantly increased the Appropriations limit by \$2,591,068 from FY 87/88 to 16/17.

Town of San Anselmo

Appropriations Limit Calculation Summary

Fiscal Year 2024-25 Adopted Budget

EXHIBIT B

Prior Year Appropriation Limit	\$ 16,788,082
Allowed Compounded Percentage Increase from Prior Year ^[1]	
Statewide Per Capita Personal Income	3.62%
County Population Growth From State Dept of Finance	-0.530%
Compounded Percentage as an Adjustment Factor	3.521%
Growth Factor Adjustment Amount to Appropriation Limit	591,108
Current Year Appropriation Limit From Growth Factors	17,379,191
Annual Other Adjustments to Limit ^[1]	2,894,261
Current Year Appropriations Limit	20,273,452
Current Year Adopted Budget Appropriations From Proceeds of Taxes ^[2]	
Proceeds of Taxes From Adopted Budget ^[3]	22,666,087
Less Allowable Exclusion of Certain Appropriations ^[3]	(6,952,840)
Current Year Appropriations Subject to Appropriation Limit	15,713,246
Current Year Appropriations Under the Appropriation Limit	\$ (4,560,206)
Percentage Under the Limit	-22%

(1) Article XIIIb allowed annual adjustments to the Appropriations Limit after calculation of annual growth factors

Other Adjustments to Limit	
Measure J - 2023 Sales Tax Override	2,568,266
Measure E - 2014 Library Override	325,995
Total Additional Adjustments to Limit	2,894,261

(2) Proceeds of Taxes are certain revenues as defined by State Law and League of California Cities Article XIIIb Appropriations Limit Uniform Guidelines. See Worksheets for details.

(3) Summary of worksheets for above calculations of Appropriations Limit and Appropriations Subject to Limit.

Summary of Appropriations From	Proceeds of Taxes	From Non Proceeds of Taxes	From Proceeds of Taxes	Total Appropriations
General Fund		2,891,478	19,080,900	21,972,378
Special Revenue Funds		5,395,676	3,282,338	8,678,014
Capital Project Funds		-	-	-
Debt Service Funds		1,192	302,849	304,041
Internal Service Funds		1,437,812	-	1,437,812
Total Proceeds and Non Proceeds of Taxes		9,726,158	22,666,087	32,392,245
Summary of Exclusions				
Court Order Costs		-		
Federal Mandates		466,918		
Qualified Capital Outlay Over \$100,000 and 10+ year life		3,465,922		
Qualified Debt Service		3,020,000		
Total Exclusions to Appropriations Subject to Limit		6,952,840		

TOWN OF SAN ANSELMO

RESOLUTION NO. _____

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-2025**

PURSUANT TO Government code Section 7910, and based on documentation submitted by the Town Manager, and acknowledging that the documentation has been available to the public for the required period of time;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Town Council of the Town of San Anselmo establishes the appropriations limit for the Town of San Anselmo for fiscal year 2024-2025 under Article XIII-B of the State constitution, as shown on Exhibit “A”, in the amount of \$17,379,191 and

I hereby certify that the foregoing resolution was duly passed and adopted at a regular meeting of the San Anselmo Town Council held on the 10th day of September 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Eileen Burke, Mayor

Attest:

Serge Avila, Town Clerk

Attachment: **Exhibit A** – Annual Appropriations Limit Calculation
 Exhibit B – Appropriations Limit Calculation Summary for FY2024-25



STAFF REPORT

TOWN OF SAN ANSELMO

Item #:1.4

MEETING DATE: September 10, 2024

AGENDA TITLE: Report of Checks Issued, August 2024

FROM: Jeff Zuba, Finance & Admin Services Director

RECOMMENDATION: That the Town Council acknowledges, and files warrant numbers 98258 to 98394 issued during the month of August 2024 and bank draft numbers DFT05475-DFT05484, DFT05488, DFT 05507-DFT05509, and DFT05511 in a total amount of \$1,940,328.30.

BACKGROUND

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

The following warrants were voided or cancelled in July 2024: 98275, 98351.

ATTACHMENTS

Attachment #1: Check Report August 2024



Town of San Anselmo

Check Report

By Check Number

Date Range: 08/01/2024 - 08/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - OPERATING POOL						
03554	Doc Bailey Construction Equipment Inc	08/05/2024	Regular	0.00	166,732.68	98258
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
41023	Invoice	07/01/2024	07.01.2024 - 2024 FORD F550 4X4 W AERI	0.00	166,732.68	
40.21.61906	LIABILITY INSURANCE CLA	07.01.2024 - 2024 FORD F550 4	166,732.68			
03793	Advantage Engineers LLC	08/08/2024	Regular	0.00	6,813.28	98259
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
R14364	Invoice	06/30/2024	05.23.2024 - REFUND - DEPOSIT 1509 SFD	0.00	6,813.28	
01.00.20371	PLANNING COSTS TO BE	05.23.2024 - REFUND - DEPOSIT	6,813.28			
00007	Bay Cities Joint Power Insurance Authority	08/08/2024	Regular	0.00	8,863.00	98260
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
BCJPIA-0039-202	Invoice	06/30/2024	07.26.2024 - MAY 2024 CLAIMS	0.00	8,863.00	
40.21.61906	LIABILITY INSURANCE CLA	07.26.2024 - MAY 2024 CLAIMS	7,000.00			
40.21.61907	WORKERS COMPENSATIO	07.26.2024 - MAY 2024 CLAIMS	1,863.00			
00933	Central Marin Sanitation Agency	08/08/2024	Regular	0.00	484.06	98261
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV01597	Invoice	06/26/2024	06.26.2024 - INSPECTION CHARGE PERMI	0.00	484.06	
01.42.61150	OUTSIDE SERVICES-OTHE	06.26.2024 - INSPECTION CHAR	484.06			
02586	HdL Software LLC	08/08/2024	Regular	0.00	1,452.30	98262
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
SIN040815	Invoice	06/30/2024	06.30.2024 - NEW ACCOUNTS PROCESSED	0.00	1,452.30	
01.12.61150	OUTSIDE SERVICES-OTHE	06.30.2024 - NEW ACCOUNTS P	1,452.30			
00029	Marin IT	08/08/2024	Regular	0.00	31,904.06	98263
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2024-124034	Invoice	06/30/2024	06.30.2024 - WORKSTATION REPLACEME	0.00	29,187.25	
01.00.48064	BUILDING TECHNICAL FEE	06.30.2024 - WORKSTATION REP	5,308.00			
01.12.61150	OUTSIDE SERVICES-OTHE	06.30.2024 - WORKSTATION REP	11,939.62			
01.21.61150	OUTSIDE SERVICES-OTHE	06.30.2024 - WORKSTATION REP	11,939.63			
2024-124035	Invoice	06/30/2024	06.30.2024 - JEFF LENOVO LAPTOP	0.00	2,716.81	
42.21.62200	DEPARTMENTAL SUPPLIE	06.30.2024 - JEFF LENOVO LAPT	2,716.81			
00142	Marin Municipal Water District	08/08/2024	Regular	0.00	904.08	98264
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
622-07152024	Invoice	06/30/2024	622 - 535 SAN ANSELMO AVE - 05.10.24-0	0.00	205.96	
01.81.61703	UTILITIES-WATER	622 - 535 SAN ANSELMO AVE - 0	205.96			
623-07152024	Invoice	06/30/2024	623 - 535 SAN ANSELMO AVE - 05.10.24-0	0.00	88.57	
01.81.61703	UTILITIES-WATER	623 - 535 SAN ANSELMO AVE - 0	88.57			
624-07172024	Invoice	06/30/2024	624 - 535 SAN ANSELMO AVE - 05.10.24-0	0.00	609.55	
01.81.61703	UTILITIES-WATER	624 - 535 SAN ANSELMO AVE - 0	609.55			
01346	Nerviani Paving Inc	08/08/2024	Regular	0.00	34,240.00	98265

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7456	Invoice	06/18/2024	06.18.2024 - OLIVE - ASPHALT REPLACEM	0.00	34,240.00	
	19.41.63109		UNPROGRAMMED RESUR		34,240.00	
03523	Parametrix, Inc	08/08/2024	Regular	0.00	3,015.01	98266
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
57433	Invoice	06/30/2024	07.05.2024 - PROFESSIONAL SERVICES TH	0.00	2,903.76	
	16.41.61150		OUTSIDE SERVICES-OTHE		2,903.76	
57870	Invoice	06/30/2024	07.17.2024 - PROFESSIONAL SERVICES TH	0.00	111.25	
	01.41.61150		OUTSIDE SERVICES-OTHE		111.25	
01623	Quincy Engineering	08/08/2024	Regular	0.00	2,923.51	98267
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
14-S512.00-37	Invoice	05/17/2024	05.17.2024 - NOKOMIS BRIDGE - APR 202	0.00	686.75	
	15.41.63100		CONSTRUCTION		686.75	
14-S512.00-38	Invoice	06/28/2024	06.28.2024 - NOKOMIS BRIDGE - MAY 202	0.00	288.09	
	15.41.63100		CONSTRUCTION		288.09	
14-S512.00-39	Invoice	06/30/2024	07.24.2024 - NOKOMIS BRIDGE - JUN 202	0.00	453.97	
	15.41.63100		CONSTRUCTION		453.97	
15-S511.00-35	Invoice	06/06/2024	06.06.2024 - MADRONE BRIDGE - APRIL 2	0.00	302.64	
	14.41.63100		CAPITAL OUTLAY - CONST		267.92	
	15.41.63100		CONSTRUCTION		34.72	
15-S511.00-36	Invoice	06/30/2024	07.24.2024 - MADRONE BRIDGE - JUN 20	0.00	1,192.06	
	14.41.63100		CAPITAL OUTLAY - CONST		1,055.33	
	15.41.63100		CONSTRUCTION		136.73	
00181	Ross Valley Fire Department	08/08/2024	Regular	0.00	27,433.36	98268
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012787	Invoice	06/30/2024	07.31.2024 - RVFD FEES COLLECTED - JUN	0.00	7,458.22	
	01.00.20354		DUE TO ROSS VALLEY FIR		7,458.22	
SABM2324	Invoice	06/30/2024	07.26.2024 - STATION 19 BUILDING MAIN	0.00	12,292.86	
	01.32.61506		BLDG. MAINT-OTHER		12,292.86	
SHBM2324	Invoice	06/30/2024	07.26.2024 - STATION 20 BUILDING MAIN	0.00	7,682.28	
	01.32.61506		BLDG. MAINT-OTHER		7,682.28	
00283	1on1 Premier Sports Academy	08/08/2024	Regular	0.00	1,489.60	98269
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012839	Invoice	08/01/2024	08.01.2024 - MULTI-SPORTS CAMP	0.00	1,489.60	
	21.63.61183		CAMP SPORTS SERVICES		1,489.60	
02411	23 ELEPHANTS THEATRE COMPANY	08/08/2024	Regular	0.00	9,898.00	98270
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
WEEK7	Invoice	08/05/2024	08.05.2024 - SUMMER 2024 - WEEK 7	0.00	9,898.00	
	21.63.61186		SPECIALTY CAMPS SERVIC		9,898.00	
02920	Amazon Business	08/08/2024	Regular	0.00	150.25	98271
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
11DV-CCLM-1CV7	Invoice	07/31/2024	07.31.2024 - OPEN: LIVING WITH AN EXP	0.00	25.66	
	01.71.62310		Library Zip Grant		25.66	
161D-VK9L-P13Y	Invoice	07/17/2024	07.17.2024 - EVIL PHOENIX	0.00	26.62	
	01.71.62310		Library Zip Grant		26.62	

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
17VR-9FCK-FKJL	Invoice	08/01/2024	08.01.2024 - LATE CHECKOUT	0.00	14.19	
	01.71.62310		Library Zip Grant		14.19	
1G9C-3NYC-D96	Invoice	08/01/2024	08.10.2024 - ALL THAT REALLY MATTERS	0.00	23.82	
	01.71.62310		Library Zip Grant		23.82	
1GXG-KVK6-NLC1	Invoice	07/17/2024	07.17.2024 - THE STORY OF MOANA	0.00	16.80	
	01.71.62310		Library Zip Grant		16.80	
1PXT-Q3G4-4YDN	Invoice	07/18/2024	07.18.2024 - ACQUIRE SPANISH WITH SH	0.00	23.80	
	01.71.62310		Library Zip Grant		23.80	
1W64-9TMX-99PJ	Invoice	07/26/2024	07.26.2024 - HOW TO COLLECT STAMPS	0.00	19.36	
	01.71.62310		Library Zip Grant		19.36	
01005	Association of Bay Area Governments	08/08/2024	Regular	0.00	-4,863.00	98272
01005	Association of Bay Area Governments	08/08/2024	Regular	0.00	4,863.00	98272
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
AR035948	Invoice	07/01/2024	07.01.2024 - FY24-25 ABAG MEMBERSHIP	0.00	4,863.00	
	01.21.61112		OUTSIDE SRVS: ABAG ME		4,863.00	
00001	AT&T Calnet	08/08/2024	Regular	0.00	537.74	98273
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
576-07272024	Invoice	07/27/2024	576 - TH CHAMBERS PHONE - 06.27.24-07	0.00	59.86	
	41.41.61701		UTILITIES		59.86	
583-07252024	Invoice	07/25/2024	583 - DPW FAX - 06.25.24-07.24.2024	0.00	29.93	
	41.41.61701		UTILITIES		29.93	
586-07252024	Invoice	07/25/2024	586 - REC DEPT FAX - 06.25.24-07.24.2024	0.00	28.33	
	41.41.61701		UTILITIES		28.33	
634-07202024	Invoice	07/20/2024	634 - TRAFFIC SIGNAL MODEM - 06.20.24	0.00	419.62	
	41.41.61701		UTILITIES		419.62	
00388	Baker & Taylor	08/08/2024	Regular	0.00	987.66	98274
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
5018995171	Invoice	07/22/2024	07.22.2024 - ADULT BOOKS	0.00	117.07	
	27.71.62301		ADULT BOOKS		117.07	
5018995172	Invoice	07/22/2024	07.22.2024 - ADULT BOOKS	0.00	21.81	
	01.71.62301		ADULT BOOKS		21.81	
5018995173	Invoice	07/22/2024	07.22.2024 - ADULT BOOKS	0.00	25.09	
	27.71.62301		ADULT BOOKS		25.09	
5018995174	Invoice	07/22/2024	07.22.2024 - ADULT BOOKS	0.00	17.48	
	27.71.62301		ADULT BOOKS		17.48	
5018995175	Invoice	07/22/2024	07.22.2024 - ADULT BOOKS	0.00	46.58	
	01.71.62301		ADULT BOOKS		46.58	
5018995176	Invoice	07/22/2024	07.22.2024 - ADULT BOOKS	0.00	85.94	
	27.71.62301		ADULT BOOKS		85.94	
5019002221	Invoice	07/11/2024	07.11.2024 - TEEN BOOKS	0.00	14.89	
	27.71.62302		CHILDRENS BOOKS		14.89	
5019003176	Invoice	07/24/2024	07.24.2024 - ADULT BOOKS	0.00	295.39	
	27.71.62301		ADULT BOOKS		295.39	
5019003177	Invoice	07/24/2024	07.24.2024 - ADULT BOOKS	0.00	21.80	
	27.71.62301		ADULT BOOKS		21.80	
5019006529	Invoice	07/15/2024	07.15.2024 - CHILDREN'S BOOKS	0.00	17.57	
	27.71.62302		CHILDRENS BOOKS		17.57	
5019009594	Invoice	07/17/2024	07.17.2024 - AUDIOBOOKS	0.00	31.01	
	01.71.62301		ADULT BOOKS		31.01	

Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5019018975	Invoice	07/26/2024	07.26.2024 - ADULT BOOKS	0.00	43.61	
	01.71.62301		ADULT BOOKS		43.61	
5019018976	Invoice	07/26/2024	07.26.2024 - ADULT BOOKS	0.00	20.12	
	27.71.62301		ADULT BOOKS		20.12	
5019018977	Invoice	07/26/2024	07.26.2024 - ADULT BOOKS	0.00	22.45	
	27.71.62301		ADULT BOOKS		22.45	
5019018978	Invoice	07/26/2024	07.26.2024 - ADULT BOOKS	0.00	22.45	
	27.71.62301		ADULT BOOKS		22.45	
5019025967	Invoice	07/24/2024	07.24.2024 - CHILDREN'S BOOKS	0.00	12.79	
	27.71.62302		CHILDRENS BOOKS		12.79	
5019026199	Invoice	07/29/2024	07.29.2024 - CHILDRENS BOOKS	0.00	7.78	
	27.71.62302		CHILDRENS BOOKS		7.78	
H69529560	Invoice	07/01/2024	07.01.2024 - VIDEOS	0.00	58.78	
	01.71.62307		VIDEOS		58.78	
H69599010	Invoice	07/09/2024	07.09.2024 - VIDEOS	0.00	19.12	
	01.71.62307		VIDEOS		19.12	
H69749620	Invoice	07/24/2024	07.24.2024 - VIDEOS	0.00	85.93	
	01.71.62307		VIDEOS		85.93	
	Void	08/08/2024	Regular	0.00	0.00	98275
00276	BK Krill Corp	08/08/2024	Regular	0.00	700.00	98276
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
1675	Invoice	07/29/2024	07.29.2024 - IG POSTS/LOTA MAP REVIZ/S	0.00	700.00	
	01.81.61189		STEPS, LANES, & TRAILS		300.00	
	15.81.63100		CONSTRUCTION		200.00	
	60.14.62903		LIVE ON THE AVENUE		200.00	
02163	City of Foster City	08/08/2024	Regular	0.00	582.00	98277
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
16201	Invoice	08/02/2024	08.02.2024 - CALOPPS - CHILD CARE INST	0.00	582.00	
	21.65.61806		MISC HIRING EXPENSES		582.00	
02524	Code Source	08/08/2024	Regular	0.00	1,710.00	98278
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
11719	Invoice	07/25/2024	07.25.2024 - PLAN REVIEW - 107 HOLSTEI	0.00	1,710.00	
	01.41.61157		PLAN CHECKING		1,710.00	
01110	County of Marin/CAL-SLA	08/08/2024	Regular	0.00	945.00	98279
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
19322-2025	Invoice	08/05/2024	08.05.2024 - FY24-25 ANNUAL DUES	0.00	945.00	
	01.41.61302		DUES		945.00	
00533	Davis Sign Company	08/08/2024	Regular	0.00	3,006.10	98280
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description		Distribution Amount	
38481	Invoice	08/02/2024	08.02.2024 - BANNERS 08/02	0.00	1,361.88	
	21.65.61905		PROMOTION/MARKETIN		1,361.88	
38482	Invoice	08/02/2024	08.02.2024 - LOTA TABLE THROW/DONOR	0.00	322.29	
	60.14.62903		LIVE ON THE AVENUE		322.29	
38483	Invoice	08/02/2024	08.02.2024 - SORICH PARK AFRAME INSER	0.00	1,321.93	
	01.81.61189		STEPS, LANES, & TRAILS		1,321.93	
02732	Diesel Direct West	08/08/2024	Regular	0.00	964.89	98281

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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			
85957242	Invoice	07/18/2024	07.18.2024 - GASOLINE UNL - 178.8 GAL	0.00	964.89	
01.42.62988			VEHICLE-FUEL/OIL/TIRES		964.89	
00712	Donna Simonsen	08/08/2024	Regular	0.00	75.00	98282
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
07312024	Invoice	07/31/2024	07.31.2024 - LEISURE WALKS MARIN JULY	0.00	75.00	
21.62.61170			ADULT ART & CULTURE SE		75.00	
00266	Edwin P Gurka, Jr	08/08/2024	Regular	0.00	922.50	98283
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
24-2024	Invoice	07/17/2024	07.17.2024 - SITE VISIT 1364/1365 SAN A	0.00	297.50	
01.42.61105			OUTSIDE SERVICES-TREES		297.50	
25-2024	Invoice	07/24/2024	07.24.2024 - ARBORIST SERVICES - JULY 2	0.00	625.00	
01.41.61150			OUTSIDE SERVICES-OTHE		625.00	
00087	Elite Tree Service	08/08/2024	Regular	0.00	20,160.00	98284
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
2024-7-11	Invoice	07/19/2024	07.19.2024 - TREE REMOVAL - 121 HUMB	0.00	8,500.00	
01.42.61105			OUTSIDE SERVICES-TREES		8,500.00	
2024-7-12	Invoice	07/19/2024	07.19.2024 - FIRE CLEARANCE - CREEK PA	0.00	1,620.00	
35.41.61150			OUTSIDE SERVICES-OTHE		1,620.00	
2024-7-13	Invoice	07/19/2024	07.19.2024 - BRANCH REMOVAL - 1364 S	0.00	1,260.00	
01.42.61105			OUTSIDE SERVICES-TREES		1,260.00	
2024-7-14	Invoice	07/19/2024	07.19.2024 - FIRE CLEARANCE - WELL TAN	0.00	2,880.00	
35.41.61150			OUTSIDE SERVICES-OTHE		2,880.00	
2024-7-15	Invoice	07/25/2024	07.25.2024 - HAZ TREE REMOVAL - CREEK	0.00	2,980.00	
01.81.61105			OUTSIDE SERVICES-TREES		2,980.00	
2024-7-16	Invoice	07/25/2024	07.25.2024 - FIRE CLEARANCE SUNNYHILL	0.00	2,920.00	
35.41.61150			OUTSIDE SERVICES-OTHE		2,920.00	
03396	Emily B. Stucky	08/08/2024	Regular	0.00	350.00	98285
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0012764	Invoice	07/24/2024	07.24.2024 - SING AND STOMP 07/05-07/	0.00	350.00	
01.71.61132			OUTSIDE SVCS-PROGRAM		350.00	
02438	Erica Freeman	08/08/2024	Regular	0.00	144.00	98286
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
INV0012767	Invoice	07/29/2024	07.29.2024 - REIMB - GRAMMARLY PREMI	0.00	144.00	
01.41.62200			DEPARTMENTAL SUPPLIE		144.00	
00092	Ewing Irrigation Products	08/08/2024	Regular	0.00	17.66	98287
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
22987184	Invoice	07/29/2024	07.29.2024 - 1 SPEARS UTILITY TT BV	0.00	17.66	
01.81.62200			DEPARTMENTAL SUPPLIE		17.66	
00017	Fairfax Building Supply Co. Inc.	08/08/2024	Regular	0.00	335.10	98288
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Account Number	Account Name	Item Description	Distribution Amount			
285121	Invoice	07/18/2024	07.18.2024 - CLAMP HOSE/HARDWARE	0.00	13.44	
41.41.61150			OUTSIDE SERVICES-OTHE		13.44	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
285756	Invoice	08/01/2024	08.01.2024 - TUBES/ELBOWS/COUPLINGS	0.00	247.04	
	34.41.61506		BLDG. MAINT-OTHER		247.04	
285759	Invoice	08/01/2024	08.01.2024 - LUMBER 2X4X6 QTY6	0.00	4.49	
	34.41.61506		BLDG. MAINT-OTHER		4.49	
285770	Invoice	08/01/2024	08.01.2024 - WOOD SHIMS	0.00	12.70	
	60.14.62903		LIVE ON THE AVENUE		12.70	
285779	Invoice	08/01/2024	08.01.2024 - SINK TAILPIECE/P TRAP	0.00	51.96	
	34.41.61506		BLDG. MAINT-OTHER		51.96	
285780	Invoice	08/01/2024	08.01.2024 - WASHER TAILPIECE	0.00	5.47	
	34.41.61506		BLDG. MAINT-OTHER		5.47	
03546	Folger Graphics, Inc	08/08/2024	Regular	0.00	7,454.80	98289
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
140518	Invoice	07/25/2024	07.25.2024 - FALL 2024 BROCHURE	0.00	7,454.80	
	21.65.62004		PROGRAM BROCHURE &		7,454.80	
02278	Gardeners' Guild	08/08/2024	Regular	0.00	5,347.00	98290
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
117947	Invoice	08/01/2024	08.01.2024 - SFD MEDIANS - AUG 2024	0.00	1,099.00	
	01.42.61144		Medians		1,099.00	
117986	Invoice	08/01/2024	08.01.2024 - RED HILL MEDIAN - AUG 202	0.00	2,178.00	
	01.42.61144		Medians		2,178.00	
117987	Invoice	08/01/2024	08.01.2024 - IMGNTN PK, TH PK, MAG LO	0.00	2,070.00	
	01.81.61104		OUTSIDE SERVICES-GROU		1,035.00	
	14.81.61150		OUTSIDE SERVICES-OTHE		1,035.00	
03796	Geri Logan	08/08/2024	Regular	0.00	302.00	98291
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
75633430	Invoice	08/01/2024	08.01.2024 - REFUND - NFL FLAG FOOTBA	0.00	302.00	
	21.63.48124		CAMP SPORTS		302.00	
00021	Good & Clean Company Inc	08/08/2024	Regular	0.00	15,385.00	98292
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
71867	Invoice	08/01/2024	08.01.2024 - GENERAL CLEANING	0.00	14,065.00	
	31.41.61501		BLDG. MAINT-JANITORIAL		2,825.00	
	34.41.61501		BLDG. MAINT-JANITORIAL		1,775.00	
	41.41.61501		BLDG. MAINT-JANITORIAL		3,445.00	
	41.41.61501		BLDG. MAINT-JANITORIAL		3,260.00	
	60.14.62903		LIVE ON THE AVENUE		2,760.00	
71868	Invoice	08/01/2024	08.01.2024 - LOWER TOWN HALL CLEANI	0.00	1,320.00	
	41.41.61501		BLDG. MAINT-JANITORIAL		1,320.00	
02606	Halleh Besharati	08/08/2024	Regular	0.00	6,468.00	98293
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
08052024	Invoice	08/05/2024	08.05.2024 - COZY COMPANION CAMP - 0	0.00	6,468.00	
	21.63.61186		SPECIALTY CAMPS SERVIC		6,468.00	
00020	Hannibal's Inc Electrical Construction	08/08/2024	Regular	0.00	4,023.38	98294
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
25229	Invoice	07/17/2024	07.17.2024 - RAISE CREEK PARK STAGE LIG	0.00	964.75	
	60.14.62903		LIVE ON THE AVENUE		964.75	
25233	Invoice	07/31/2024	07.31.2024 - SHORTS - ROOF AC PANEL/A	0.00	3,058.63	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	45.41.61150	OUTSIDE SERVICES-OTHE	07.31.2024 - SHORTS - ROOF AC	3,058.63		
02399	HdL Coren & Cone	08/08/2024	Regular	0.00	2,233.35	98295
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SIN041367	Invoice	07/24/2024	07.24.2024 - CONTRACT SVCS PROP TAX J	0.00	2,233.35	
	01.12.61150	OUTSIDE SERVICES-OTHE	07.24.2024 - CONTRACT SVCS P		2,233.35	
03332	Heidi Scoble	08/08/2024	Regular	0.00	150.17	98296
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012828	Invoice	08/05/2024	08.05.2024 - STAFF MEETING LUNCH/GPU	0.00	150.17	
	01.18.61000	TRAINING	08.05.2024 - STAFF MEETING LU		122.59	
	01.18.61150	OUTSIDE SERVICES-OTHE	08.05.2024 - STAFF MEETING LU		27.58	
02410	Hinderliter de Llamas & Associates	08/08/2024	Regular	0.00	1,716.80	98297
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
SIN041055	Invoice	07/26/2024	07.26.2024 - CONTRACT/AUDIT SVCS - JUL	0.00	1,716.80	
	01.12.61150	OUTSIDE SERVICES-OTHE	07.26.2024 - CONTRACT/AUDIT		1,716.80	
02236	HooplaDigital	08/08/2024	Regular	0.00	818.83	98298
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
505842399	Invoice	07/31/2024	07.31.2024 - DIGITAL ACCOUNY - JULY 202	0.00	818.83	
	27.71.62309	E BOOKS	07.31.2024 - DIGITAL ACCOUNY		818.83	
03124	ID Cards, Inc	08/08/2024	Regular	0.00	18.50	98299
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
556750	Invoice	08/07/2024	08.07.2024 - PVC CARDS - CUSTOM PRINT	0.00	18.50	
	01.41.62200	DEPARTMENTAL SUPPLIE	08.07.2024 - PVC CARDS - CUST		18.50	
03635	Integra Landscape Architecture	08/08/2024	Regular	0.00	630.00	98300
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2379	Invoice	08/05/2024	08.05.2024 - PARKSIDE PLAYGROUND DES	0.00	630.00	
	21.65.63100	CAPITAL OUTLAY - CONST	08.05.2024 - PARKSIDE PLAYGR		630.00	
00022	Jackson's Hardware Inc.	08/08/2024	Regular	0.00	150.00	98301
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
A85927	Invoice	07/20/2024	07.20.2024 - ELECTRIC LANDSCAPE REBAT	0.00	150.00	
	90.41.61100	OUTSIDE SERVICES	07.20.2024 - ELECTRIC LANDSCA		150.00	
03795	Jana Pastorkova	08/08/2024	Regular	0.00	565.00	98302
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
75438806	Invoice	07/30/2024	07.30.2024 - REFUND - CAMPKID MARIN	0.00	565.00	
	21.63.48125	CAMP KIDMARIN MIGHT	07.30.2024 - REFUND - CAMPKI		565.00	
03782	Jessica Fairchild	08/08/2024	Regular	0.00	22,687.80	98303
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2314	Invoice	08/03/2024	08.03.2024 - RVFD STN 20 CD	0.00	22,687.80	
	45.41.61150	OUTSIDE SERVICES-OTHE	08.03.2024 - RVFD STN 20 CD		22,687.80	
02558	Kanopy	08/08/2024	Regular	0.00	755.00	98304

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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		
410770	Invoice	07/31/2024	07.31.2024 - VIDEOS - LIBRARY - JULY 202	0.00	755.00	
	27.71.62307		VIDEOS		755.00	
03798	Kompan California, Inc.	08/08/2024	Regular	0.00	33,634.75	98305
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV125051	Invoice	08/08/2024	08.08.2024 - 50% DEPOSIT PARKSIDE PRE	0.00	33,634.75	
	21.65.61300		CAPITAL OUTLAY - CONST		33,634.75	
00115	Kone Inc	08/08/2024	Regular	0.00	3,245.88	98306
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
871431508	Invoice	08/01/2024	08.01.2024 - ELEVATOR MAINTENANCE A	0.00	3,245.88	
	41.41.61701		UTILITIES		3,245.88	
00377	Luis Quezada	08/08/2024	Regular	0.00	19,246.50	98307
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012835	Invoice	08/01/2024	08.01.2024 - USA SOCCER CAMP 07.29	0.00	11,588.50	
	21.63.61183		CAMP SPORTS SERVICES		11,588.50	
INV0012836	Invoice	08/01/2024	08.01.2024 - USA SOCCER CAMP	0.00	2,852.50	
	21.63.61183		CAMP SPORTS SERVICES		2,852.50	
INV0012840	Invoice	07/30/2024	07.30.2024 - SOCCER CAMP 07/08	0.00	4,805.50	
	21.61.61162		KIDS SPORTS SERVICES		4,805.50	
00029	Marin IT	08/08/2024	Regular	0.00	1,286.66	98308
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-124170	Invoice	08/07/2024	08.07.2024 - AGREEMENT MANAGED OFF	0.00	1,273.00	
	42.21.61150		OUTSIDE SERVICES-OTHE		1,273.00	
2024-25866	Invoice	08/07/2024	08.07.2024 - DISPLAYPORT TO HDMI ADA	0.00	13.66	
	42.21.62200		DEPARTMENTAL SUPPLIE		13.66	
00132	Marin Sanitary Service	08/08/2024	Regular	0.00	50.00	98309
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
158937	Invoice	08/01/2024	08.01.2024 - SHRED CART	0.00	50.00	
	21.65.61506		BLDG. MAINT-OTHER		50.00	
03781	Marin Summer Camps LLC	08/08/2024	Regular	0.00	4,368.00	98310
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012837	Invoice	07/29/2024	07.29.2024 - MARIN BLASTER CAMP 07/1	0.00	2,730.00	
	21.63.61183		CAMP SPORTS SERVICES		2,730.00	
INV0012841	Invoice	07/30/2024	07.30.2024 - MARIN BLASTER CAMP 06/2	0.00	1,638.00	
	21.63.61183		CAMP SPORTS SERVICES		1,638.00	
03797	Mark Barrett	08/08/2024	Regular	0.00	200.00	98311
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
75407639	Invoice	07/30/2024	07.30.2024 - REFUND - ALL SPORTS JR AC	0.00	200.00	
	21.63.48124		CAMP SPORTS		200.00	
00332	MERA	08/08/2024	Regular	0.00	17,930.00	98312

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-15	Invoice	07/19/2024	07.19.2024 - 2024-2025 MEMBER AGENC	0.00	17,930.00	
	01.21.61113		OUTSIDE SRVS-MERA AD		17,930.00	
00609	Midwest Tape	08/08/2024	Regular	0.00	101.72	98313
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
505819159	Invoice	07/29/2024	07.29.2024 - VIDEOS - TED LASSO	0.00	101.72	
	01.71.62307		VIDEOS		101.72	
01916	NATIONAL ACADEMY OF ATHLETICS	08/08/2024	Regular	0.00	3,350.20	98314
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012838	Invoice	07/29/2024	07.29.2024 - FLAG FOOTBALL 07/22	0.00	3,350.20	
	21.63.61183		CAMP SPORTS SERVICES		3,350.20	
01388	NCSI	08/08/2024	Regular	0.00	74.00	98315
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
48348	Invoice	08/01/2024	08.01.2024 - BACKGROUND CHECKS - REC	0.00	74.00	
	21.65.61137		FINGERPRINTING		74.00	
01346	Nerviani Paving Inc	08/08/2024	Regular	0.00	25,000.00	98316
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7466	Invoice	07/10/2024	07.10.2024 - ST ANSELMS SCHOOL - ASPH	0.00	2,500.00	
	19.41.63109		UNPROGRAMMED RESUR		2,500.00	
7482	Invoice	07/01/2024	07.01.2024 - BROOKSIDE SCHOOL - ASPH	0.00	22,500.00	
	14.41.63122		BIKE AND PEDESTRIAL CO		22,500.00	
00610	Northbay Reprographics	08/08/2024	Regular	0.00	122.91	98317
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
83773	Invoice	07/29/2024	07.29.2024 - DIGITAL BOND COPIES X23 -	0.00	37.69	
	01.41.62200		DEPARTMENTAL SUPPLIE		37.69	
83791	Invoice	07/30/2024	07.30.2024 - HP PRINT HEAD MAGENTA/C	0.00	85.22	
	01.41.62200		DEPARTMENTAL SUPPLIE		85.22	
03524	Northwest Cascade, Inc.	08/08/2024	Regular	0.00	3,882.41	98318
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0554324697	Invoice	07/30/2024	07.30.2024 - PORTA POTTY UNITS 07.30.2	0.00	3,882.41	
	01.81.61150		OUTSIDE SERVICES-OTHE		1,294.00	
	60.14.62903		LIVE ON THE AVENUE		2,588.41	
00893	Perfect Timing Personnel Services, Inc.	08/08/2024	Regular	0.00	8,071.67	98319
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
53624	Invoice	07/15/2024	07.15.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,452.28	
	01.82.60010		TEMPORARY HELP		1,161.82	
	21.65.60010		TEMPORARY HELP		290.46	
53672	Invoice	07/29/2024	07.29.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,478.21	
	01.82.60010		TEMPORARY HELP		1,182.57	
	21.65.60010		TEMPORARY HELP		295.64	
53673	Invoice	07/29/2024	07.29.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,831.15	
	01.41.60010		TEMPORARY HELP		1,831.15	
53695	Invoice	08/05/2024	08.05.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,805.89	
	01.41.60010		TEMPORARY HELP		1,805.89	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
53696	Invoice	08/05/2024	08.05.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,504.14	
	01.82.60010		TEMPORARY HELP		1,203.31	
	21.65.60010		TEMPORARY HELP		300.83	
00558	Peterson	08/08/2024	Regular	0.00	989.10	98320
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
e3869501	Invoice	07/31/2024	07.31.2024 - 10% DEPOSIT - QUOTE 2127	0.00	989.10	
	31.41.61150		OUTSIDE SERVICES-OTHE		989.10	
02839	Quadient Finance USA, Inc	08/08/2024	Regular	0.00	1,000.00	98321
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
274-07212024	Invoice	07/21/2024	07.21.2024 - POSTAGE	0.00	1,000.00	
	01.12.62003		POSTAGE		200.00	
	01.18.62003		POSTAGE		200.00	
	01.41.62003		POSTAGE		200.00	
	01.71.62003		POSTAGE		200.00	
	01.82.62003		POSTAGE		200.00	
03579	Recreation Reimagined Inc	08/08/2024	Regular	0.00	3,321.50	98322
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
07292024	Invoice	07/29/2024	07.29.2024 - BABYSITTER TRAINING CAM	0.00	3,321.50	
	21.63.61186		SPECIALTY CAMPS SERVIC		3,321.50	
03346	Sage Energy Consulting - NV5 Inc.	08/08/2024	Regular	0.00	2,601.25	98323
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
000000400417	Invoice	08/01/2024	08.01.2024 - MUNI RESILIENCY CENTER - J	0.00	2,601.25	
	90.41.61100		OUTSIDE SERVICES		2,601.25	
03602	Serge Ndjemba	08/08/2024	Regular	0.00	2,392.00	98324
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
08052024-2	Invoice	08/05/2024	08.05.2024 - FRENCH IMMERSION CAMP	0.00	2,392.00	
	21.63.61186		SPECIALTY CAMPS SERVIC		2,392.00	
03571	SIERRA PACIFIC TURF SUPPLY, INC	08/08/2024	Regular	0.00	3,318.36	98325
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
01013915	Invoice	07/25/2024	07.25.2024 - TURF SUPPLIES	0.00	3,318.36	
	01.81.62200		DEPARTMENTAL SUPPLIE		3,318.36	
02936	SMITH'S PEST MANAGEMENT	08/08/2024	Regular	0.00	300.00	98326
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
307963	Invoice	07/28/2024	07.28.2024 - IMAGINATION PARK SERVICE	0.00	300.00	
	01.81.61150		OUTSIDE SERVICES-OTHE		300.00	
02477	Star Creek Land Stewards, Inc.	08/08/2024	Regular	0.00	24,613.00	98327
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
1348	Invoice	07/23/2024	07.23.2024 - GRAZING - HAWTHORNE CY	0.00	24,613.00	
	35.41.61150		OUTSIDE SERVICES-OTHE		24,613.00	
03212	Steven Teixeira	08/08/2024	Regular	0.00	1,547.00	98328

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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		
INV0012844	Invoice	07/29/2024	07.29.2024 - SKATE CAMP 07/29	0.00	1,547.00	
	21.63.61183		CAMP SPORTS SERVICES 07.29.2024 - SKATE CAMP 07/29		1,547.00	
03557	Tamalpais Environmental Consultants	08/08/2024	Regular	0.00	1,180.00	98329
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
941	Invoice	07/29/2024	07.29.2024 - GROUNDWATER CNSLTNG -	0.00	1,180.00	
	15.41.63100		CONSTRUCTION 07.29.2024 - GROUNDWATER C		1,180.00	
03590	The Marin Dojo, Inc.	08/08/2024	Regular	0.00	138.75	98330
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
07312024-2	Invoice	07/31/2024	07.31.2024 - TAI CHI - JULY 2024	0.00	138.75	
	21.62.61170		ADULT ART & CULTURE SE 07.31.2024 - TAI CHI - JULY 2024		138.75	
03207	Toni DeFrancis	08/08/2024	Regular	0.00	440.00	98331
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-PC715	Invoice	07/24/2024	07.24.2024 - TRANSCRIPTION PC 07/15	0.00	220.00	
	01.18.61150		OUTSIDE SERVICES-OTHE 07.24.2024 - TRANSCRIPTION P		220.00	
2024-TC723	Invoice	07/28/2024	07.28.2024 - TRANSCRIPTION TC 07/23	0.00	220.00	
	01.12.61150		OUTSIDE SERVICES-OTHE 07.28.2024 - TRANSCRIPTION T		220.00	
00215	Transbay Lock	08/08/2024	Regular	0.00	80.74	98332
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
91357	Invoice	07/26/2024	07.26.2024 - PADLOCKS - REC DEPT	0.00	80.74	
	01.81.62200		DEPARTMENTAL SUPPLIE 07.26.2024 - PADLOCKS - REC D		80.74	
03094	TRC Companies	08/08/2024	Regular	0.00	2,574.00	98333
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
44385	Invoice	07/10/2024	07.10.2024 - ON-CALL INSPECTION - JUNE	0.00	2,574.00	
	01.41.61150		OUTSIDE SERVICES-OTHE 07.10.2024 - ON-CALL INSPECTI		2,574.00	
00220	Underground Service Alert	08/08/2024	Regular	0.00	909.01	98334
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
176567USB24	Invoice	07/26/2024	07.26.2024 - CA STATE FEE FY24-25 REGU	0.00	909.01	
	01.42.61150		OUTSIDE SERVICES-OTHE 07.26.2024 - CA STATE FEE FY24		909.01	
00384	Van Midde & Son Concrete	08/08/2024	Regular	0.00	5,550.00	98335
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
15095	Invoice	07/16/2024	07.16.2024 - WALKWAY RPLCMNT - 110 S	0.00	3,750.00	
	01.00.20304		CONCRETE CONTRACT 07.16.2024 - WALKWAY RPLCM		3,750.00	
15124	Invoice	08/02/2024	08.02.2024 - FIRE STATION - BACKFLOW C	0.00	1,800.00	
	01.32.61506		BLDG. MAINT-OTHER 08.02.2024 - FIRE STATION - BAC		1,800.00	
00033	Water Components & Building Supply	08/08/2024	Regular	0.00	445.40	98336
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
30641989	Invoice	07/26/2024	07.26.2024 - CHRISTY B44D2 CONC LID BL	0.00	445.40	
	01.42.62200		DEPARTMENTAL SUPPLIE 07.26.2024 - CHRISTY B44D2 CO		445.40	
03799	Damien Cesena	08/13/2024	Regular	0.00	25,400.00	98337

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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		
INV0012877	Invoice	07/29/2024	07.29.2024 - TH GUTTER INSTALL - 50% M	0.00	25,400.00	
	41.41.61506		PUBLIC WORKS CAPITAL		25,400.00	
00283	1on1 Premier Sports Academy	08/21/2024	Regular	0.00	4,292.40	98338
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012899	Invoice	08/12/2024	08.12.2024 - MULTI SPORTS CAMP	0.00	4,292.40	
	21.61.61162		KIDS SPORTS SERVICES		4,292.40	
02986	Albertsons/Safeway	08/21/2024	Regular	0.00	346.32	98339
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
666490-062724-1	Invoice	06/27/2024	06.27.2024 - REC DEPT - FOOD SUPPLIES	0.00	118.48	
	21.63.62984		CAMP KIDMARIN MIGHT		118.48	
666625-062824-1	Invoice	06/28/2024	06.28.2024 - REC DEPT - FOOD SUPPLIES	0.00	57.94	
	21.63.62984		CAMP KIDMARIN MIGHT		57.94	
668704-071624-1	Invoice	07/16/2024	07.16.2024 - REC DEPT - FOOD SUPPLIES	0.00	17.54	
	21.63.62985		CAMP KIDMARIN MINI S		17.54	
729738-070824-1	Invoice	07/08/2024	07.08.2024 - REC DEPT - FOOD SUPPLIES	0.00	38.18	
	21.63.62985		CAMP KIDMARIN MINI S		38.18	
800933-071124-1	Invoice	07/11/2024	07.11.2024 - REC DEPT - FOOD SUPPLIES	0.00	10.86	
	21.63.62985		CAMP KIDMARIN MINI S		10.86	
807040-070224-2	Invoice	07/02/2024	07.02.2024 - REC DEPT - FOOD SUPPLIES	0.00	5.99	
	21.63.62985		CAMP KIDMARIN MINI S		5.99	
808035-070324-1	Invoice	07/03/2024	07.03.2024 - REC DEPT - FOOD SUPPLIES	0.00	79.35	
	21.63.62984		CAMP KIDMARIN MIGHT		79.35	
808065-071124-1	Invoice	07/11/2024	07.11.2024 - REC DEPT - FOOD SUPPLIES	0.00	17.98	
	21.63.62984		CAMP KIDMARIN MIGHT		17.98	
00048	Alhambra & Sierra Springs	08/21/2024	Regular	0.00	537.09	98340
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
12161581 07312	Invoice	07/31/2024	07.31.2024 - CORPYARD - WATER DELIVER	0.00	104.92	
	01.42.62200		DEPARTMENTAL SUPPLIE		104.92	
23551470 08152	Invoice	08/15/2024	08.15.2024 - REC DEPT - WATER DELIVERY	0.00	432.17	
	21.63.61179		PARKSIDE SERVICES		202.33	
	21.63.62987		ROBSON AFTER SCHOOL		79.94	
	21.65.62200		DEPARTMENTAL SUPPLIE		149.90	
00196	Altec Systems, Inc	08/21/2024	Regular	0.00	52.00	98341
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
62124	Invoice	08/10/2024	08.10.2024 - 58 INDIAN ROCK RD - RETUR	0.00	52.00	
	01.00.20313		PLAN STORAGE FEE		52.00	
02920	Amazon Business	08/21/2024	Regular	0.00	298.65	98342
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
13HN-JGDX-G6R	Invoice	08/17/2024	08.17.2024 - PICTURE PERFECT	0.00	14.19	
	01.71.62310		Library Zip Grant		14.19	
19GM-TV9X-Y3K	Invoice	08/05/2024	08.05.2024 - AMAZON FIRE TABLET, INSTA	0.00	127.76	
	01.71.61132		OUTSIDE SVCS-PROGRAM		127.76	
1L1M-NPCP-6VG	Invoice	08/07/2024	08.07.2024 - SEED ENVELOPES	0.00	42.57	
	27.71.62200		DEPARTMENTAL SUPPLIE		42.57	
1VG9-PR79-7PLH	Invoice	08/16/2024	08.16.2024 - THE ENERGY ADVANTAGE	0.00	28.39	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.71.62310	Library Zip Grant	08.16.2024 - THE ENERGY ADVA		28.39	
1X69-VL9N-6TYF	Invoice	08/07/2024	08.07.2024 - FUJIFILM INSTAX CAMERA	0.00	85.74	
	01.71.61132	OUTSIDE SVCS-PROGRAM	08.07.2024 - FUJIFILM INSTAX C		85.74	
03560	ANASHKUSHA BEAUCHAMP	08/21/2024	Regular	0.00	2,160.00	98343
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0012901	Invoice	08/07/2024	08.07.2024 - THEATER ARTS CAMP 08/05	0.00	2,160.00	
	21.63.61186	SPECIALTY CAMPS SERVIC	08.07.2024 - THEATER ARTS CA		2,160.00	
03299	Answer MTI	08/21/2024	Regular	0.00	232.02	98344
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
000033-476-821	Invoice	08/01/2024	08.10.2024 - CALL CENTER SERVICE - JUL	0.00	232.02	
	01.41.61150	OUTSIDE SERVICES-OTHE	08.10.2024 - CALL CENTER SERV		232.02	
02806	AQUASCAPE POOL SERVICE	08/21/2024	Regular	0.00	354.00	98345
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
29002	Invoice	07/31/2024	07.31.2024 - MONTHLY POOL SERVICE - J	0.00	354.00	
	14.81.61150	OUTSIDE SERVICES-OTHE	07.31.2024 - MONTHLY POOL SE		354.00	
03354	Arlette Castellanos	08/21/2024	Regular	0.00	200.00	98346
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
13	Invoice	08/17/2024	08.17.2024 - SPANISH STORYTIME 07/10,	0.00	200.00	
	01.71.61132	OUTSIDE SVCS-PROGRAM	08.17.2024 - SPANISH STORYTI		200.00	
01005	Association of Bay Area Governments	08/21/2024	Regular	0.00	4,863.00	98347
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
AR035948-B	Invoice	07/01/2024	07.01.2024 - REISSUE - FY24-25 ABAG DU	0.00	4,863.00	
	01.21.61112	OUTSIDE SRVS: ABAG ME	07.01.2024 - REISSUE - FY24-25		4,863.00	
00408	Astro Jump of Northbay	08/21/2024	Regular	0.00	1,277.00	98348
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
24301733	Invoice	08/02/2024	08.02.2024 - CAMP KID MARIN - WATER S	0.00	419.00	
	21.63.61184	CAMP KIDMARIN MIGHT	08.02.2024 - CAMP KID MARIN -		209.50	
	21.63.61207	CAMP KIDMARIN MINI SE	08.02.2024 - CAMP KID MARIN -		209.50	
24302063	Invoice	08/09/2024	08.09.2024 - CAMP KID MARIN - WATERSL	0.00	419.00	
	21.63.61184	CAMP KIDMARIN MIGHT	08.09.2024 - CAMP KID MARIN -		209.50	
	21.63.61207	CAMP KIDMARIN MINI SE	08.09.2024 - CAMP KID MARIN -		209.50	
32586413	Invoice	08/15/2024	08.15.2024 - CAMP KID MARIN - WATERSL	0.00	439.00	
	21.63.61184	CAMP KIDMARIN MIGHT	08.15.2024 - CAMP KID MARIN -		219.50	
	21.63.61207	CAMP KIDMARIN MINI SE	08.15.2024 - CAMP KID MARIN -		219.50	
00001	AT&T Calnet	08/21/2024	Regular	0.00	1,691.32	98349
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
574-08102024	Invoice	08/10/2024	574 - ALL DEPTS CENTREX - 07.10.24-08.0	0.00	1,598.37	
	41.41.61701	UTILITIES	574 - ALL DEPTS CENTREX - 07.1		1,598.37	
579-08102024	Invoice	08/10/2024	579 - TRAFFIC LIGHT MODEM - 07.10.24-0	0.00	31.42	
	01.42.61705	UTILITIES-TELEPHONE	579 - TRAFFIC LIGHT MODEM -		31.42	
580-08102024	Invoice	08/10/2024	580 - ROBSON HOUSE - 07.10.24-08.09.24	0.00	61.53	
	34.41.61705	UTILITIES-TELEPHONE	580 - ROBSON HOUSE - 07.10.2		61.53	
00388	Baker & Taylor	08/21/2024	Regular	0.00	3,182.37	98350

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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		
5019011669	Invoice	08/01/2024	08.01.2024 - ADULT BOOKS	0.00	22.45	
	27.71.62301		ADULT BOOKS		22.45	
5019011670	Invoice	08/01/2024	08.01.2024 - ADULT BOOKS	0.00	986.75	
	27.71.62301		ADULT BOOKS		986.75	
5019011671	Invoice	08/01/2024	08.01.2024 - ADULT BOOKS	0.00	70.12	
	27.71.62301		ADULT BOOKS		70.12	
5019011672	Invoice	08/01/2024	08.01.2024 - ADULT BOOKS	0.00	44.27	
	27.71.62301		ADULT BOOKS		44.27	
5019011673	Invoice	08/01/2024	08.01.2024 - ADULT BOOKS	0.00	70.00	
	27.71.62301		ADULT BOOKS		70.00	
5019011674	Invoice	08/01/2024	08.01.2024 - ADULT BOOKS	0.00	54.59	
	27.71.62301		ADULT BOOKS		54.59	
5019011675	Invoice	08/01/2024	08.01.2024 - ADULT BOOKS	0.00	182.33	
	27.71.62301		ADULT BOOKS		182.33	
5019011676	Invoice	08/01/2024	08.01.2024 - ADULT BOOKS	0.00	49.52	
	27.71.62301		ADULT BOOKS		49.52	
5019011677	Invoice	08/01/2024	08.01.2024 - ADULT BOOKS	0.00	23.79	
	27.71.62301		ADULT BOOKS		23.79	
5019025528	Invoice	08/05/2024	08.05.2024 - CHILDREN'S BOOKS	0.00	291.76	
	27.71.62302		CHILDRENS BOOKS		291.76	
5019029881	Invoice	08/02/2024	08.02.2024 - CHILDREN'S BOOKS	0.00	99.23	
	27.71.62302		CHILDRENS BOOKS		99.23	
5019030185	Invoice	08/09/2024	08.09.2024 - ADULT BOOKS	0.00	210.73	
	27.71.62301		ADULT BOOKS		210.73	
5019030186	Invoice	08/09/2024	08.09.2024 - ADULT BOOKS	0.00	66.71	
	27.71.62301		ADULT BOOKS		66.71	
5019030187	Invoice	08/09/2024	08.09.2024 - ADULT BOOKS	0.00	25.40	
	27.71.62301		ADULT BOOKS		25.40	
5019030188	Invoice	08/09/2024	08.09.2024 - ADULT BOOKS	0.00	22.08	
	27.71.62301		ADULT BOOKS		22.08	
5019030189	Invoice	08/09/2024	08.09.2024 - ADULT BOOKS	0.00	65.42	
	27.71.62301		ADULT BOOKS		65.42	
5019033870	Invoice	08/12/2024	08.12.2024 - ADULT BOOKS	0.00	326.73	
	27.71.62301		ADULT BOOKS		326.73	
5019033871	Invoice	08/12/2024	08.12.2024 - ADULT BOOKS	0.00	25.51	
	27.71.62301		ADULT BOOKS		25.51	
5019033872	Invoice	08/12/2024	08.12.2024 - ADULT BOOKS	0.00	75.06	
	27.71.62301		ADULT BOOKS		75.06	
5019033873	Invoice	08/12/2024	08.12.2024 - ADULT BOOKS	0.00	21.80	
	27.71.62301		ADULT BOOKS		21.80	
5019033874	Invoice	08/12/2024	08.12.2024 - ADULT BOOKS	0.00	34.11	
	27.71.62301		ADULT BOOKS		34.11	
5019033875	Invoice	08/12/2024	08.12.2024 - ADULT BOOKS	0.00	150.56	
	27.71.62301		ADULT BOOKS		150.56	
5019033876	Invoice	08/12/2024	08.12.2024 - ADULT BOOKS	0.00	31.23	
	27.71.62301		ADULT BOOKS		31.23	
5019048878	Invoice	08/08/2024	08.08.2024 - CHILDREN'S BOOKS	0.00	50.27	
	27.71.62302		CHILDRENS BOOKS		50.27	
5019049347	Invoice	08/08/2024	08.08.2024 - CHILDREN'S BOOKS	0.00	15.05	
	27.71.62305		MAGAZINES AND NEWSP		15.05	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
5019049348	Invoice	08/08/2024	08.08.2024 - CHILDREN'S BOOKS	0.00	18.82	
	27.71.62302		CHILDRENS BOOKS	08.08.2024 - CHILDREN'S BOOK	18.82	
5019049349	Invoice	08/08/2024	08.08.2024 - CHILDREN'S BOOKS	0.00	33.43	
	27.71.62302		CHILDRENS BOOKS	08.08.2024 - CHILDREN'S BOOK	33.43	
H69764200	Invoice	07/25/2024	07.25.2024 - VIDEOS	0.00	70.53	
	01.71.62307		VIDEOS	07.25.2024 - VIDEOS	70.53	
H69764870	Invoice	07/25/2024	07.25.2024 - VIDEOS	0.00	25.00	
	01.71.62307		VIDEOS	07.25.2024 - VIDEOS	25.00	
H69841340	Invoice	08/02/2024	08.02.2024 - VIDEOS	0.00	19.12	
	01.71.62307		VIDEOS	08.02.2024 - VIDEOS	19.12	
	Void	08/21/2024	Regular	0.00	0.00	98351
00007	Bay Cities Joint Power Insurance Authority	08/21/2024	Regular	0.00	197.08	98352
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
BCJPIA-0058-202	Invoice	06/30/2024	07.31.2024 - WORKER'S COMP CLAIMS - J	0.00	197.08	
	40.21.61907		WORKERS COMPENSATIO	07.31.2024 - WORKER'S COMP	197.08	
00193	CalMat Company	08/21/2024	Regular	0.00	253.74	98353
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2408-128909	Invoice	08/13/2024	08.13.2024 - TOPSOIL SUPREME MIX	0.00	84.58	
	01.81.62200		DEPARTMENTAL SUPPLIE	08.13.2024 - TOPSOIL SUPREME	84.58	
2408-129117	Invoice	08/13/2024	08.13.2024 - TOPSOIL SUPREME MIX - ME	0.00	84.58	
	01.81.62200		DEPARTMENTAL SUPPLIE	08.13.2024 - TOPSOIL SUPREME	84.58	
2408-132348	Invoice	08/19/2024	08.19.2024 - TOPSOIL SUPREME MIX	0.00	84.58	
	01.81.62200		DEPARTMENTAL SUPPLIE	08.19.2024 - TOPSOIL SUPREME	84.58	
03135	CentralSquare Technologies	08/21/2024	Regular	0.00	5,969.64	98354
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
417180	Invoice	08/01/2024	08.01.2024 - HORIZON CLOUD/TRAKIT SE	0.00	5,969.64	
	01.41.61150		OUTSIDE SERVICES-OTHE	08.01.2024 - HORIZON CLOUD/T	5,969.64	
01534	Christine O'Rourke	08/21/2024	Regular	0.00	12,968.68	98355
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
945	Invoice	07/31/2024	07.31.2024 - GENERAL PLAN UPDATE/ENV	0.00	12,968.68	
	01.18.61150		OUTSIDE SERVICES-OTHE	07.31.2024 - GENERAL PLAN UP	12,968.68	
03800	Claim #2024-47	08/21/2024	Regular	0.00	527.38	98356
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2024-47	Invoice	08/21/2024	08.21.2024 - TAX REBATE	0.00	527.38	
	01.00.40106		PENSION OVERRIDE - SEC	PENSION OVERRIDE	380.98	
	01.00.40201		MUNI SERVICES	MUNICIPAL SERVICES (GENERAL	78.00	
	27.00.40205		LIBRARY TAX	LIBRARY PARCEL TAX	68.40	
02524	Code Source	08/21/2024	Regular	0.00	1,498.00	98357
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
11725	Invoice	08/07/2024	08.07.2024 - PLAN REVIEW - 64 ALDER AV	0.00	1,498.00	
	01.41.61157		PLAN CHECKING	08.07.2024 - PLAN REVIEW - 64	1,498.00	
01042	County of Marin - Central Collections	08/21/2024	Regular	0.00	11,804.62	98358

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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		
FY2024-25 LAFCO	Invoice	07/18/2024	07.18.2024 - FY24-25 LAFCO ALLOCATION	0.00	11,804.62	
	01.21.61124		OUTSIDE SVCS-LAFCO		11,804.62	
02581	CSG Consultants	08/21/2024	Regular	0.00	156.25	98359
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
8241421	Invoice	08/01/2024	08.01.2024 - BUILDING PLAN REVIEW - 13	0.00	156.25	
	01.41.61157		PLAN CHECKING		156.25	
03799	Damien Cesena	08/21/2024	Regular	0.00	20,400.00	98360
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
21637	Invoice	08/19/2024	08.19.2024 - TH GUTTER INSTALL LESS HV	0.00	20,400.00	
	41.41.61506		PUBLIC WORKS CAPITAL		20,400.00	
01320	DC Electric Group Inc	08/21/2024	Regular	0.00	8,042.00	98361
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
474596	Invoice	07/18/2024	07.18.2024 - SFD/RED HILL - TS DIG IN	0.00	177.00	
	01.42.61707		UTILITIES-SIGNALS		177.00	
474645	Invoice	07/24/2024	07.24.2024 - STREETLIGHT KNOCKDOWN	0.00	7,865.00	
	01.42.61131		OUTSIDE SVCS-STREET LI		7,865.00	
00035	Demco Inc	08/21/2024	Regular	0.00	91.27	98362
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
7517631	Invoice	08/09/2024	08.09.2024 - CUSTOM LABELS	0.00	91.27	
	27.71.62200		DEPARTMENTAL SUPPLIE		91.27	
02732	Diesel Direct West	08/21/2024	Regular	0.00	1,456.36	98363
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
85985645	Invoice	08/01/2024	08.01.2024 - GASOLINE UNL - 134.5 GAL	0.00	743.04	
	01.81.62988		VEHICLE-FUEL/OIL/TIRES		743.04	
86000398	Invoice	08/08/2024	08.08.2024 - GASOLINE UNL - 65.6 GAL	0.00	360.65	
	01.81.62988		VEHICLE-FUEL/OIL/TIRES		360.65	
86014195	Invoice	08/15/2024	08.15.2024 - GASOLINE UNL - 63.8 GAL	0.00	352.67	
	01.81.62988		VEHICLE-FUEL/OIL/TIRES		352.67	
00087	Elite Tree Service	08/21/2024	Regular	0.00	23,930.00	98364
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-8-1	Invoice	08/02/2024	08.02.2024 - FIRE CLEARANCE - LOMA RO	0.00	2,880.00	
	35.41.61150		OUTSIDE SERVICES-OTHE		2,880.00	
2024-8-2	Invoice	08/02/2024	08.02.2024 - FIRE CLEARANCE - CITY LOY	0.00	2,880.00	
	35.41.61150		OUTSIDE SERVICES-OTHE		2,880.00	
2024-8-3	Invoice	08/02/2024	08.02.2024 - FIRE CLEARANCE - ALLEN & F	0.00	1,080.00	
	35.41.61150		OUTSIDE SERVICES-OTHE		1,080.00	
2024-8-4	Invoice	08/02/2024	08.02.2024 - FIRE CLEARANCE - LOMA RO	0.00	1,800.00	
	35.41.61150		OUTSIDE SERVICES-OTHE		1,800.00	
2024-8-5	Invoice	08/02/2024	08.02.2024 - FIRE CLEARANCE - LOMA RO	0.00	2,960.00	
	35.41.61150		OUTSIDE SERVICES-OTHE		2,960.00	
2024-8-6	Invoice	08/09/2024	08.09.2024 - MEMORIAL PARK - CLEAN A	0.00	2,880.00	
	01.81.61105		OUTSIDE SERVICES-TREES		2,880.00	
2024-8-7	Invoice	08/09/2024	08.09.2024 - TREE REMOVAL - 155 SCENIC	0.00	3,150.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.42.61105	OUTSIDE SERVICES-TREES	08.09.2024 - TREE REMOVAL - 1	3,150.00		
2024-8-8	Invoice	08/09/2024	08.09.2024 - TREE REMOVAL - 135 SCENIC	0.00	3,150.00	
	01.42.61105	OUTSIDE SERVICES-TREES	08.09.2024 - TREE REMOVAL - 1	3,150.00		
2024-8-9	Invoice	08/16/2024	08.16.2024 - TREE REMOVAL - 135 SCENIC	0.00	3,150.00	
	01.42.61105	OUTSIDE SERVICES-TREES	08.16.2024 - TREE REMOVAL - 1	3,150.00		
02622	Epstein Holtzapple Christo LLP	08/21/2024	Regular	0.00	12,567.50	98365
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
7499	Invoice	06/30/2024	07.19.2024 - GENERAL LEGAL COUNSEL	0.00	9,872.50	
	01.16.61138		GENERAL COUNSEL LEGA		9,872.50	
7500	Invoice	06/30/2024	07.19.2024 - LEGAL COUNSEL - PLANNING	0.00	2,695.00	
	01.16.61138		GENERAL COUNSEL LEGA		2,695.00	
00240	Erik Johannson	08/21/2024	Regular	0.00	16,800.00	98366
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0012898	Invoice	08/08/2024	08.08.2024 - CANON SWIM AND TENNIS	0.00	16,800.00	
	21.61.61166		TENNIS SERVICES		16,800.00	
00017	Fairfax Building Supply Co. Inc.	08/21/2024	Regular	0.00	795.06	98367
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
285798	Invoice	08/02/2024	08.02.2024 - COUPLE ABS DWV	0.00	4.69	
	01.81.61506		BLDG. MAINT-OTHER		4.69	
285803	Invoice	08/02/2024	08.02.2024 - COMPRSN UNION/SPLYFCT 8	0.00	17.20	
	01.81.61506		BLDG. MAINT-OTHER		17.20	
285911	Invoice	08/05/2024	08.05.2024 - JOINT COMPOUND/PUTTY K	0.00	11.53	
	01.42.62200		DEPARTMENTAL SUPPLIE		11.53	
286033	Invoice	08/08/2024	08.08.2024 - BUCKETS/SANDPAPER/SHIM	0.00	294.92	
	01.81.62200		DEPARTMENTAL SUPPLIE		294.92	
286047	Invoice	08/08/2024	08.08.2024 - BIG HARVEST BALE	0.00	254.84	
	01.81.62205		GRAFFITI ABATEMENT SU		254.84	
286314	Invoice	08/14/2024	08.14.2024 - HARVEST BALE/PLASTIC PAIL	0.00	29.59	
	14.81.61150		OUTSIDE SERVICES-OTHE		29.59	
286362	Invoice	08/15/2024	08.15.2024 - RUBBER TARP STRAP	0.00	7.83	
	01.81.62200		DEPARTMENTAL SUPPLIE		7.83	
286439	Invoice	08/17/2024	08.17.2024 - LUMBER/PLYWOOD	0.00	174.46	
	41.41.61150		OUTSIDE SERVICES-OTHE		174.46	
01586	Fourth Street Press	08/21/2024	Regular	0.00	884.93	98368
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
28928	Invoice	08/15/2024	08.15.2024 - TH ENVELOPES	0.00	884.93	
	01.12.62000		OFFICE SUPPLIES		294.97	
	01.18.62000		OFFICE SUPPLIES		294.98	
	01.41.62000		OFFICE SUPPLIES		294.98	
02278	Gardeners' Guild	08/21/2024	Regular	0.00	1,077.00	98369
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
118144	Invoice	08/15/2024	08.15.2024 - IMGTN PK/TH PK/MAG LOT	0.00	1,077.00	
	01.81.61104		OUTSIDE SERVICES-GROU		538.50	
	14.81.61150		OUTSIDE SERVICES-OTHE		538.50	
00104	Grier Argall Plumbing Inc	08/21/2024	Regular	0.00	6,177.82	98370

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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		
17873	Invoice	08/15/2024	08.15.2024 - RVFD STN 19 - BACKFLOW	0.00	4,756.33	
	01.32.61506		BLDG. MAINT-OTHER		4,756.33	
17881	Invoice	08/09/2024	08.09.2024 - TOWN HALL - LEAKING BACK	0.00	357.50	
	41.41.61150		OUTSIDE SERVICES-OTHE		357.50	
17941	Invoice	08/14/2024	08.14.2024 - TH MEN'S RESTROOM - LEAK	0.00	1,063.99	
	41.41.61150		OUTSIDE SERVICES-OTHE		1,063.99	
00020	Hannibal's Inc Electrical Construction	08/21/2024	Regular	0.00	7,049.70	98371
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
25235	Invoice	08/15/2024	08.15.2024 - ROOF AC PANEL BREAKER	0.00	5,830.95	
	41.41.61501		BLDG. MAINT-JANITORIAL		5,830.95	
25236	Invoice	08/15/2024	08.15.2024 - HVAC SPECIFICATIONS CHEC	0.00	1,218.75	
	41.41.61501		BLDG. MAINT-JANITORIAL		1,218.75	
03635	Integra Landscape Architecture	08/21/2024	Regular	0.00	4,109.17	98372
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2353	Invoice	08/03/2024	08.03.2024 - PARKSIDE PLAYGROUND DES	0.00	4,109.17	
	21.65.63100		CAPITAL OUTLAY - CONST		4,109.17	
00022	Jackson's Hardware Inc.	08/21/2024	Regular	0.00	978.19	98373
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
160766	Invoice	08/13/2024	08.13.2024 - FLUSH/ROUTER/TIPS/SPRAY	0.00	978.19	
	01.42.62200		DEPARTMENTAL SUPPLIE		978.19	
03008	Jara, Inc,	08/21/2024	Regular	0.00	2,127.15	98374
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
MIGHTY-52-0809	Invoice	08/09/2024	08.09.2024 - CAMP KID MARIN	0.00	226.20	
	21.63.61184		CAMP KIDMARIN MIGHT		226.20	
MIGHTY-68-0719	Invoice	07/19/2024	07.19.2024 - CAMP KID MARIN	0.00	295.80	
	21.63.61184		CAMP KIDMARIN MIGHT		295.80	
MIGHTY-68-0802	Invoice	08/02/2024	08.02.2024 - CAMP KID MARIN	0.00	295.80	
	21.63.61184		CAMP KIDMARIN MIGHT		295.80	
MIGHTY-72-0726	Invoice	07/26/2024	07.26.2024 - CAMP KID MARIN	0.00	313.20	
	21.63.61184		CAMP KIDMARIN MIGHT		313.20	
MIGHTY-72-0815	Invoice	08/15/2024	08.15.2024 - CAMP KID MARIN	0.00	313.20	
	21.63.61184		CAMP KIDMARIN MIGHT		313.20	
MINI-27-0809202	Invoice	08/09/2024	08.09.2024 - CAMP KID MARIN	0.00	117.45	
	21.63.61207		CAMP KIDMARIN MINI SE		117.45	
MINI-28-0802202	Invoice	08/02/2024	08.02.2024 - CAMP KID MARIN	0.00	121.80	
	21.63.61207		CAMP KIDMARIN MINI SE		121.80	
MINI-32-0719202	Invoice	07/19/2024	07.19.2024 - CAMP KID MARIN	0.00	139.20	
	21.63.61207		CAMP KIDMARIN MINI SE		139.20	
MINI-32-0726202	Invoice	07/26/2024	07.26.2024 - CAMP KID MARIN	0.00	139.20	
	21.63.61207		CAMP KIDMARIN MINI SE		139.20	
MINI-38-0815202	Invoice	08/15/2024	08.15.2024 - CAMP KID MARIN	0.00	165.30	
	21.63.61207		CAMP KIDMARIN MINI SE		165.30	
03791	Lara Starr	08/21/2024	Regular	0.00	74.10	98375

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
08152024	Invoice	08/15/2024	08.15.2024 - ADULT RESIN CHARMS 08/14	0.00	74.10	
	21.62.61171		ADULT CULTURE SERVICE		74.10	
00691	League of California Cities	08/21/2024	Regular	0.00	40.00	98376
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9894	Invoice	07/25/2024	07.25.2024 - NORTH BAY DIVISION MEETI	0.00	40.00	
	01.12.61000		TRAINING		40.00	
02579	LTS of Marin	08/21/2024	Regular	0.00	1,252.48	98377
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
1695	Invoice	08/02/2024	08.02.2024 - OIL CHANGE/REAR TANK HO	0.00	1,252.48	
	01.81.61602		VEHICLE MAINTENANCE/		1,252.48	
00377	Luis Quezada	08/21/2024	Regular	0.00	12,757.57	98378
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012897	Invoice	08/15/2024	08.15.2024 - DIFFERENCE FOR WEEK 7/15	0.00	1,295.00	
	21.61.61162		KIDS SPORTS SERVICES		1,295.00	
INV0012900	Invoice	08/16/2024	08.16.2024 - SOCCER CAMP 8/12-8/16	0.00	11,462.57	
	21.61.61162		KIDS SPORTS SERVICES		11,462.57	
00121	Marin IJ - 2072661 AD	08/21/2024	Regular	0.00	180.19	98379
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0001419619	Invoice	07/31/2024	07.31.2024 - COLUMNS - ODDS AMNDMT	0.00	180.19	
	01.12.61151		LEGAL NOTICES		117.25	
	01.18.61151		LEGAL NOTICES		62.94	
00029	Marin IT	08/21/2024	Regular	0.00	15,006.13	98380
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2024-0124086	Invoice	07/29/2024	07.29.2024 - DUO AUTHENTICATION TOK	0.00	756.96	
	42.21.62200		DEPARTMENTAL SUPPLIE		756.96	
2024-124189	Invoice	08/08/2024	08.08.2024 - AGREEMENT ONSITE SUPPO	0.00	5,720.00	
	42.21.61150		OUTSIDE SERVICES-OTHE		5,720.00	
2024-124190	Invoice	08/08/2024	08.08.2024 - AGREEMENT IT MGMT SUPP	0.00	5,026.67	
	42.21.61150		OUTSIDE SERVICES-OTHE		5,026.67	
2024-124202	Invoice	08/12/2024	08.12.2024 - AGREEMENT HOSTED BACK	0.00	1,000.00	
	42.21.61150		OUTSIDE SERVICES-OTHE		1,000.00	
2024-124204	Invoice	08/12/2024	08.12.2024 - AGREEMENT AUTOMATE &	0.00	2,502.50	
	42.21.61150		OUTSIDE SERVICES-OTHE		2,502.50	
03686	MKM Group Inc.	08/21/2024	Regular	0.00	2,973.60	98381
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
19545	Invoice	08/16/2024	08.16.2024 - CREEK PARK - ALDER TREE R	0.00	2,973.60	
	01.42.61105		OUTSIDE SERVICES-TREES		2,973.60	
03211	ODP Business Solutions LLC	08/21/2024	Regular	0.00	386.53	98382
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
379296183001	Invoice	08/05/2024	08.05.2024 - PLANNING - PAPER	0.00	128.34	
	01.41.62000		OFFICE SUPPLIES		128.34	
379547815001	Invoice	08/14/2024	08.14.2024 - ADMIN - OFFICE SUPPLIES	0.00	165.24	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.12.62000	OFFICE SUPPLIES	08.14.2024 - ADMIN - OFFICE S		165.24	
379593028001	Invoice	08/14/2024	08.14.2024 - ADMIN - OFFICE SUPPLIES	0.00	92.95	
	01.12.62000	OFFICE SUPPLIES	08.14.2024 - ADMIN - OFFICE S		92.95	
00165	Pacific Telemanagement Services - PTS	08/21/2024	Regular	0.00	93.00	98383
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
2125620	Invoice	08/08/2024	08.08.2024 - TH PAYPHONE - SEP 2024	0.00	93.00	
	01.42.61705	UTILITIES-TELEPHONE	08.08.2024 - TH PAYPHONE - SE		93.00	
02554	Parkmobile LLC	08/21/2024	Regular	0.00	293.20	98384
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV39652	Invoice	07/31/2024	07.31.2024 - END USER FEES	0.00	293.20	
	13.42.61114	OUTSIDE SRV: PARKING	07.31.2024 - END USER FEES		293.20	
00893	Perfect Timing Personnel Services, Inc.	08/21/2024	Regular	0.00	17,438.34	98385
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
22435	Invoice	08/19/2024	08.19.2024 - INTRO/PLACEMENT - ROSSM	0.00	11,098.80	
	01.41.61806	MISC HIRING EXPENSES	08.19.2024 - INTRO/PLACEMEN		11,098.80	
53718	Invoice	08/12/2024	08.12.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,818.52	
	01.41.61103	OUTSIDE SVCS - HUMAN	08.12.2024 - ADMINISTRATIVE S		1,818.52	
53719	Invoice	08/12/2024	08.12.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,452.28	
	01.82.60010	TEMPORARY HELP	08.12.2024 - ADMINISTRATIVE S		1,161.82	
	21.65.60010	TEMPORARY HELP	08.12.2024 - ADMINISTRATIVE S		290.46	
53738	Invoice	08/19/2024	08.19.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,616.46	
	01.41.60010	TEMPORARY HELP	08.19.2024 - ADMINISTRATIVE S		1,616.46	
53739	Invoice	08/19/2024	08.19.2024 - ADMINISTRATIVE SUPPORT -	0.00	1,452.28	
	01.82.60010	TEMPORARY HELP	08.19.2024 - ADMINISTRATIVE S		1,161.82	
	21.65.60010	TEMPORARY HELP	08.19.2024 - ADMINISTRATIVE S		290.46	
03579	Recreation Reimagined Inc	08/21/2024	Regular	0.00	2,810.50	98386
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
08122024	Invoice	08/12/2024	08.12.2024 - BABYSITTER TRAINING CAM	0.00	2,810.50	
	21.63.61186	SPECIALTY CAMPS SERVIC	08.12.2024 - BABYSITTER TRAIN		2,810.50	
00181	Ross Valley Fire Department	08/21/2024	Regular	0.00	8,979.83	98387
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
INV0012878	Invoice	08/16/2024	08.16.2024 - RVFD FEES COLLECTED - JUL	0.00	8,979.83	
	01.00.20354	DUE TO ROSS VALLEY FIR	08.16.2024 - RVFD FEES COLLEC		8,979.83	
01563	SCA	08/21/2024	Regular	0.00	7,202.90	98388
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
24000642	Invoice	07/15/2024	07.15.2024 - RESIDENTIAL STREET SWEEP	0.00	7,202.90	
	01.42.61135	STREET SWEEPING	07.15.2024 - RESIDENTIAL STRE		7,202.90	
00469	Stroupe Petroleum	08/21/2024	Regular	0.00	1,739.01	98389
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number		Account Name		Distribution Amount	
I44250	Invoice	08/08/2024	08.08.2024 - GAS DRIVE OFF REPAIR	0.00	1,739.01	
	01.81.62988	VEHICLE-FUEL/OIL/TIRES	08.08.2024 - GAS DRIVE OFF RE		1,739.01	
00384	Van Midde & Son Concrete	08/21/2024	Regular	0.00	24,434.00	98390

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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		
15132	Invoice	08/09/2024	08.09.2024 - SIDEWALK RPLCMNT - 27 CE	0.00	12,804.00	
	01.00.20304		CONCRETE CONTRACT		9,603.00	
	15.41.63109		UNPROGRAMMED RESUR		3,201.00	
15133	Invoice	08/09/2024	08.09.2024 - SIDEWALK RPLCMNT - 31 CE	0.00	11,630.00	
	01.00.20304		CONCRETE CONTRACT		8,722.50	
	15.41.63109		UNPROGRAMMED RESUR		2,907.50	
02905	Wells Fargo Vendor Financial Services, LLC	08/21/2024	Regular	0.00	925.01	98391
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
5030954704	Invoice	08/12/2024	08.12.2024 - CANON COPIER LEASE	0.00	925.01	
	42.21.63003		COMPUTER HARDWARE/		925.01	
03052	ZUMAR	08/21/2024	Regular	0.00	3,194.08	98392
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
48622	Invoice	08/08/2024	08.08.2024 - RUBBER BASE/LOOPER TUBE	0.00	994.18	
	01.42.62909		SUPPLIES-TRAFFIC CONTR		994.18	
9479	Invoice	08/05/2024	08.05.2024 - PED SIGN/SURFACE MOUNT/	0.00	2,199.90	
	01.42.62909		SUPPLIES-TRAFFIC CONTR		2,199.90	
01558	First American Title Company	08/28/2024	Regular	0.00	12,000.00	98393
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
2103-7053999	Invoice	08/28/2024	08.28.2024 - MOST - WALL PROPERTY AQ	0.00	12,000.00	
	01.21.61150		OUTSIDE SERVICES-OTHE		12,000.00	
03704	Michael Feldman	08/29/2024	Regular	0.00	200.00	98394
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012946	Invoice	07/06/2024	07.06.2024 - ART MANAGEMENT - 4HRS	0.00	200.00	
	01.42.61150		OUTSIDE SERVICES-OTHE		200.00	
00362	Town of San Anselmo	08/06/2024	Bank Draft	0.00	304,898.11	DFT05475
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012827	Invoice	08/06/2024	8-15-2024 TSA To Fund Payroll	0.00	304,898.11	
	01.00.20299		PAYROLL PAYABLE		202,674.97	
	01.00.20299		PAYROLL PAYABLE		3,575.88	
	01.00.20299		PAYROLL PAYABLE		-1,425.93	
	15.00.20299		PAYROLL PAYABLE		10,305.03	
	15.00.20299		PAYROLL PAYABLE		-40.00	
	19.00.20299		PAYROLL PAYABLE		13,957.06	
	21.00.20299		PAYROLL PAYABLE		62,611.17	
	21.00.20299		PAYROLL PAYABLE		-215.00	
	27.00.20299		PAYROLL PAYABLE		13,433.40	
	60.00.20299		PAYROLL PAYABLE		21.53	
03344	CSG Forte Payments Inc.	08/10/2024	Bank Draft	0.00	1,465.09	DFT05476
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0012463343	Invoice	07/31/2024	07.31.2024 - CREDIT CARD PROCESSING -	0.00	1,465.09	
	21.65.61177		CHG CARDS		1,465.09	
01281	Payroll Resource Group	08/06/2024	Bank Draft	0.00	105.00	DFT05477

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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		
19017	Invoice	08/06/2024	08.06.2024 - SECTION 125 ADMINISTRATI	0.00	105.00	
	01.12.61107		OUTSIDE SVCS-ACCOUNTI		105.00	
03344	CSG Forte Payments Inc.	08/10/2024	Bank Draft	0.00	165.56	DFT05478
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
0012463078	Invoice	07/31/2024	07.31.2024 - CREDIT CARD PROCESSING -	0.00	165.56	
	21.65.61177		CHG CARDS		165.56	
00181	Ross Valley Fire Department	08/15/2024	Bank Draft	0.00	479,895.92	DFT05479
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012829	Invoice	08/15/2024	08.15.2024 - RVFD MEMBER CONTRIBUTI	0.00	479,895.92	
	01.32.61139		RVFS CONTRACT		436,276.58	
	15.32.61150		OUTSIDE SERVICES-OTHE		43,619.34	
00072	Comcast	08/05/2024	Bank Draft	0.00	140.02	DFT05480
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
426-08052024	Invoice	08/05/2024	426 - CREEK CAMERA - 07.14.24-08.13.24	0.00	140.02	
	42.21.61150		OUTSIDE SERVICES-OTHE		140.02	
00128	Pacific Gas & Electric	08/06/2024	Bank Draft	0.00	10.10	DFT05481
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
717-08062024	Invoice	08/06/2024	717 - COPRYARD NATURAL GAS - 07.06.24	0.00	10.10	
	41.41.61701		UTILITIES		10.10	
01662	CalPERS	08/14/2024	Bank Draft	0.00	1,750.00	DFT05482
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
10000001764448	Invoice	08/14/2024	08.14.2024 - GASB 68 REPORTS AND SCH	0.00	1,750.00	
	01.12.61107		OUTSIDE SVCS-ACCOUNTI		1,750.00	
00128	Pacific Gas & Electric	08/12/2024	Bank Draft	0.00	106.20	DFT05483
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
216-08122024	Invoice	08/12/2024	216 - IMAGINATION PARK - 07.08.24-08.0	0.00	106.20	
	14.81.61701		UTILITIES-ELECTRICITY		106.20	
00128	Pacific Gas & Electric	08/12/2024	Bank Draft	0.00	2,251.35	DFT05484
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
146-08122024	Invoice	08/12/2024	146 - EV CHARGING - 07.08.24-08.05.24	0.00	2,251.35	
	13.42.61114		OUTSIDE SRV: PARKING		2,251.35	
00391	Verizon Wireless	08/01/2024	Bank Draft	0.00	2,085.50	DFT05488
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
9968928346	Invoice	07/12/2024	07.12.2024 - CELLULAR - 06.13.24-07.12.2	0.00	2,085.50	
	01.12.61705		UTILITIES-TELEPHONE		1,308.61	
	01.41.61705		UTILITIES-TELEPHONE		410.28	
	01.42.61705		UTILITIES-TELEPHONE		263.32	
	21.63.61179		PARKSIDE SERVICES		52.30	
	21.63.61187		ROBSON AFTER SCHOOL		50.99	
00362	Town of San Anselmo	08/21/2024	Bank Draft	0.00	264,245.99	DFT05507

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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		
INV0012896	Invoice	08/21/2024	8-31-2024 TSA To Fund Payroll	0.00	264,245.99	
	01.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		177,964.49	
	01.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		3,575.10	
	01.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		-1,425.93	
	15.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		9,358.97	
	15.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		-40.00	
	19.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		11,114.74	
	21.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		54,421.41	
	21.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		-215.00	
	27.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		8,921.66	
	60.00.20299	PAYROLL PAYABLE	8-31-2024 TSA To Fund Payroll		570.55	
00072	Comcast	08/14/2024	Bank Draft	0.00	166.98	DFT05508
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
758-07192024	Invoice	07/19/2024	758 - TH INTERNET - 07.24.24-08.23.24	0.00	166.98	
	41.41.61701	UTILITIES	758 - TH INTERNET - 07.24.24-0		166.98	
00128	Pacific Gas & Electric	08/09/2024	Bank Draft	0.00	892.80	DFT05509
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
355-08092024	Invoice	08/09/2024	355 - CORPYARD - 07.05.24-08.04.24	0.00	892.80	
	41.41.61701	UTILITIES	355 - CORPYARD - 07.05.24-08.0		892.80	
00402	US Bank	08/05/2024	Bank Draft	0.00	17,010.22	DFT05511
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
	Account Number	Account Name	Item Description	Distribution Amount		
INV0012729	Invoice	07/22/2024	07.03.2024 - MIHAN - SPLITROCK	0.00	63.26	
	21.61.62964	SOCCER SUPPLIES	07.03.2024 - MIHAN - SPLITROC		63.26	
INV0012730	Invoice	06/30/2024	06.25.2024 - MAUK - AMAZON	0.00	726.00	
	21.65.62000	OFFICE SUPPLIES	06.25.2024 - MAUK - AMAZON		726.00	
INV0012731	Invoice	06/30/2024	06.27.2024 - MAUK - MARIN IJ	0.00	5.95	
	21.65.61302	DUES	06.27.2024 - MAUK - MARIN IJ		5.95	
INV0012732	Invoice	06/30/2024	06.30.2024 - MAUK - AMAZON	0.00	16.38	
	21.65.62000	OFFICE SUPPLIES	06.30.2024 - MAUK - AMAZON		16.38	
INV0012733	Invoice	07/22/2024	07.03.2024 - MAUK - OFFICE DEPOT	0.00	68.95	
	21.65.62000	OFFICE SUPPLIES	07.03.2024 - MAUK - OFFICE DE		68.95	
INV0012734	Invoice	07/22/2024	07.13.2024 - MAUK - OFFICE DEPOT	0.00	43.69	
	21.65.62000	OFFICE SUPPLIES	07.13.2024 - MAUK - OFFICE DE		43.69	
INV0012735	Invoice	07/22/2024	07.11.2024 - MAUK - MMANC	0.00	151.42	
	21.65.61000	TRAINING	07.11.2024 - MAUK - MMANC		575.00	
	21.65.61000	TRAINING	07.11.2024 - MAUK - MMANC		-423.58	
INV0012736	Invoice	07/22/2024	07.15.2024 - MAUK - AMAZON	0.00	19.82	
	21.65.62000	OFFICE SUPPLIES	07.15.2024 - MAUK - AMAZON		19.82	
INV0012737	Invoice	07/22/2024	07.17.2024 - MAUK - AMAZON	0.00	16.60	
	21.65.62000	OFFICE SUPPLIES	07.17.2024 - MAUK - AMAZON		16.60	
INV0012738	Invoice	07/22/2024	07.16.2024 - MAUK - COMFORTS	0.00	53.50	
	21.65.62200	DEPARTMENTAL SUPPLIE	07.16.2024 - MAUK - COMFORT		53.50	
INV0012739	Invoice	07/22/2024	07.17.2024 - MAUK - AMAZON	0.00	12.23	
	21.65.62000	OFFICE SUPPLIES	07.17.2024 - MAUK - AMAZON		12.23	
INV0012740	Invoice	07/22/2024	07.18.2024 - MAUK - TELEFLORA	0.00	98.86	
	21.65.62200	DEPARTMENTAL SUPPLIE	07.18.2024 - MAUK - TELEFLOR		98.86	
INV0012741	Invoice	07/22/2024	07.18.2024 - MAUK - SAFEWAY	0.00	32.76	
	21.65.62200	DEPARTMENTAL SUPPLIE	07.18.2024 - MAUK - SAFEWAY		32.76	

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ITEM 1.4 - ATTACHMENT 1

Date Range: 08/01/2024 - 08/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0012742	Invoice	06/30/2024	06.24.2024 - O'GRADY - SAFEWAY	0.00	38.18	
	21.63.61184		CAMP KIDMARIN MIGHT		38.18	
INV0012743	Invoice	06/30/2024	06.26.2024 - O'GRADY - CANVA	0.00	149.50	
	21.65.62200		DEPARTMENTAL SUPPLIE		149.50	
INV0012744	Invoice	06/30/2024	06.26.2024 - O'GRADY - AMAZON	0.00	38.23	
	21.63.62984		CAMP KIDMARIN MIGHT		38.23	
INV0012745	Invoice	06/30/2024	06.27.2024 - O'GRADY - AMAZON	0.00	622.77	
	21.65.63100		CAPITAL OUTLAY - CONST		685.25	
	21.65.63100		CAPITAL OUTLAY - CONST		-62.48	
INV0012746	Invoice	06/30/2024	06.27.2024 - O'GRADY - WALGREENS	0.00	14.06	
	21.63.62984		CAMP KIDMARIN MIGHT		14.06	
INV0012747	Invoice	06/30/2024	06.27.2024 - O'GRADY - AMAZON	0.00	359.43	
	21.65.63100		CAPITAL OUTLAY - CONST		359.43	
INV0012748	Invoice	06/30/2024	06.30.2024 - O'GRADY - COMCAST	0.00	97.03	
	21.63.61187		ROBSON AFTER SCHOOL		97.03	
INV0012749	Invoice	07/22/2024	07.02.2024 - O'GRADY - AMAZON	0.00	667.32	
	21.65.63100		CAPITAL OUTLAY - CONST		667.32	
INV0012750	Invoice	07/22/2024	07.01.2024 - O'GRADY - AMAZON	0.00	4.98	
	21.63.48125		CAMP KIDMARIN MIGHT		-0.33	
	21.63.48125		CAMP KIDMARIN MIGHT		-0.57	
	21.63.48125		CAMP KIDMARIN MIGHT		-0.05	
	21.63.48125		CAMP KIDMARIN MIGHT		-2.93	
	21.63.48125		CAMP KIDMARIN MIGHT		-3.75	
	21.63.62984		CAMP KIDMARIN MIGHT		12.61	
INV0012751	Invoice	07/22/2024	07.02.2024 - O'GRADY - AMAZON	0.00	309.86	
	21.65.63100		CAPITAL OUTLAY - CONST		309.86	
INV0012752	Invoice	07/22/2024	07.02.2024 - O'GRADY - AMAZON	0.00	365.09	
	21.63.62984		CAMP KIDMARIN MIGHT		365.09	
INV0012753	Invoice	07/22/2024	07.09.2024 - O'GRADY - WALMART	0.00	38.42	
	21.63.62984		CAMP KIDMARIN MIGHT		38.42	
INV0012754	Invoice	07/22/2024	07.09.2024 - O'GRADY - COSTCO	0.00	279.72	
	21.62.62971		ADULT ART & CULTURE S		279.72	
INV0012755	Invoice	07/22/2024	07.10.2024 - O'GRADY - DOLLAR TREE	0.00	140.75	
	21.63.62984		CAMP KIDMARIN MIGHT		140.75	
INV0012756	Invoice	07/22/2024	07.10.2024 - O'GRADY - COSTCO	0.00	162.72	
	21.63.61184		CAMP KIDMARIN MIGHT		162.72	
INV0012757	Invoice	07/22/2024	07.10.2024 - O'GRADY - FUN EXPRESS	0.00	541.63	
	21.63.62984		CAMP KIDMARIN MIGHT		541.63	
INV0012758	Invoice	07/22/2024	07.14.2024 - O'GRADY - AMAZON	0.00	32.80	
	21.63.62984		CAMP KIDMARIN MIGHT		32.80	
INV0012759	Invoice	07/22/2024	07.14.2024 - O'GRADY - AMAZON	0.00	918.61	
	21.63.62984		CAMP KIDMARIN MIGHT		918.61	
INV0012760	Invoice	07/22/2024	07.15.2024 - O'GRADY - AMAZON	0.00	43.42	
	21.63.62984		CAMP KIDMARIN MIGHT		43.42	
INV0012761	Invoice	07/22/2024	07.16.2024 - O'GRADY - AMAZON	0.00	373.43	
	21.63.62984		CAMP KIDMARIN MIGHT		373.43	
INV0012762	Invoice	07/22/2024	07.17.2024 - O'GRADY - COSTCO	0.00	183.57	
	21.63.61184		CAMP KIDMARIN MIGHT		183.57	
INV0012763	Invoice	07/22/2024	07.21.2024 - O'GRADY - AMAZON	0.00	327.70	
	21.64.61185		SPECIAL EVENT EXPENSE		327.70	
INV0012765	Invoice	06/30/2024	06.25.2024 - AVILA - SAFEWAY	0.00	20.18	
	01.11.62200		DEPARTMENTAL SUPPLIE		20.18	
INV0012766	Invoice	06/30/2024	06.25.2024 - AVILA - THE HUB	0.00	186.74	

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Date Range: 08/01/2024 - 08/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.11.62200	DEPARTMENTAL SUPPLIE	06.25.2024 - AVILA - THE HUB		186.74	
INV0012768	Invoice	06/30/2024	06.25.2024 - JONES - AMAZON	0.00	29.60	
	21.63.62979	PARKSIDE SUPPLIES	06.25.2024 - JONES - AMAZON		29.60	
INV0012769	Invoice	06/30/2024	06.25.2024 - JONES - FX LUMBER	0.00	20.69	
	21.63.61179	PARKSIDE SERVICES	06.25.2024 - JONES - FX LUMBE		20.69	
INV0012770	Invoice	06/30/2024	06.26.2024 - JONES- AMAZON	0.00	437.67	
	21.63.62979	PARKSIDE SUPPLIES	06.26.2024 - JONES- AMAZON		437.67	
INV0012771	Invoice	06/30/2024	06.26.2024 - JONES - AMAZON	0.00	9.81	
	21.63.62979	PARKSIDE SUPPLIES	06.26.2024 - JONES - AMAZON		9.81	
INV0012772	Invoice	07/22/2024	07.02.2024 - JONES - SAFEWAY	0.00	14.10	
	21.63.62979	PARKSIDE SUPPLIES	07.02.2024 - JONES - SAFEWAY		14.10	
INV0012773	Invoice	07/22/2024	07.03.2024 - JONES - BOSWICK	0.00	400.00	
	21.63.61179	PARKSIDE SERVICES	07.03.2024 - JONES - BOSWICK		200.00	
	21.63.61184	CAMP KIDMARIN MIGHT	07.03.2024 - JONES - BOSWICK		200.00	
INV0012774	Invoice	07/22/2024	07.08.2024 - JONES - AMAZON	0.00	229.97	
	21.63.62979	PARKSIDE SUPPLIES	07.08.2024 - JONES - AMAZON		229.97	
INV0012775	Invoice	07/22/2024	07.08.2024 - JONES - SMART & FINAL	0.00	173.29	
	21.63.61179	PARKSIDE SERVICES	07.08.2024 - JONES - SMART &		86.64	
	21.63.61184	CAMP KIDMARIN MIGHT	07.08.2024 - JONES - SMART &		86.65	
INV0012776	Invoice	07/22/2024	07.10.2024 - JONES - DANTE MAGICIAN	0.00	375.00	
	21.63.61179	PARKSIDE SERVICES	07.10.2024 - JONES - DANTE MA		187.50	
	21.63.61184	CAMP KIDMARIN MIGHT	07.10.2024 - JONES - DANTE MA		187.50	
INV0012777	Invoice	07/22/2024	07.12.2024 - JONES - AMAZON	0.00	49.05	
	21.63.62979	PARKSIDE SUPPLIES	07.12.2024 - JONES - AMAZON		49.05	
INV0012778	Invoice	07/22/2024	07.17.2024 - JONES - AMAZON	0.00	43.56	
	21.63.62979	PARKSIDE SUPPLIES	07.17.2024 - JONES - AMAZON		43.56	
INV0012779	Invoice	07/22/2024	07.17.2024 - JONES - AMAZON	0.00	32.67	
	21.63.62979	PARKSIDE SUPPLIES	07.17.2024 - JONES - AMAZON		32.67	
INV0012780	Invoice	07/22/2024	07.17.2024 - JONES - DAN CHAN MAGIC	0.00	500.00	
	21.63.61179	PARKSIDE SERVICES	07.17.2024 - JONES - DAN CHAN		250.00	
	21.63.61184	CAMP KIDMARIN MIGHT	07.17.2024 - JONES - DAN CHAN		250.00	
INV0012782	Invoice	07/22/2024	07.01.2024 - CLIFFORD - MARIN IJ	0.00	27.86	
	01.12.61302	DUES	07.01.2024 - CLIFFORD - MARIN		27.86	
INV0012783	Invoice	07/22/2024	07.01.2024 - CLIFFORD - NORTHBAY ROOF	0.00	1,000.00	
	41.41.61506	PUBLIC WORKS CAPITAL	07.01.2024 - CLIFFORD - NORTH		1,000.00	
INV0012784	Invoice	07/22/2024	07.04.2024 - CLIFFORD - TEAMSCREEM	0.00	49.29	
	01.41.61806	MISC HIRING EXPENSES	07.04.2024 - CLIFFORD - TEAMS		49.29	
INV0012785	Invoice	07/22/2024	07.08.2024 - CLIFFORD - ADOBE	0.00	726.30	
	42.21.63003	COMPUTER HARDWARE/	07.08.2024 - CLIFFORD - ADOBE		726.30	
INV0012786	Invoice	07/22/2024	07.11.2024 - CLIFFORD - GODADDY	0.00	23.17	
	01.41.62200	DEPARTMENTAL SUPPLIE	07.11.2024 - CLIFFORD - GODAD		23.17	
INV0012788	Invoice	06/30/2024	06.26.2024 - DONERY - AMAZON	0.00	39.32	
	01.12.62000	OFFICE SUPPLIES	06.26.2024 - DONERY - AMAZO		39.32	
INV0012789	Invoice	06/30/2024	06.25.2024 - DONERY - GOTT'S	0.00	85.24	
	01.11.61000	TRAINING	06.25.2024 - DONERY - GOTT'S		85.24	
INV0012790	Invoice	07/22/2024	07.16.2024 - DONERY - ADOBE	0.00	19.99	
	01.12.61150	OUTSIDE SERVICES-OTHE	07.16.2024 - DONERY - ADOBE		19.99	
INV0012791	Invoice	07/22/2024	07.16.2024 - DONERY - INSALATAS	0.00	95.75	
	01.11.61000	TRAINING	07.16.2024 - DONERY - INSALAT		95.75	
INV0012792	Invoice	07/22/2024	07.17.2024 - DONERY - MARIN IJ	0.00	18.00	
	01.12.61150	OUTSIDE SERVICES-OTHE	07.17.2024 - DONERY - MARIN I		18.00	
INV0012830	Invoice	07/22/2024	07.05.2024 - SCOBLE - CLOUDWAYS	0.00	11.50	

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Date Range: 08/01/2024 - 08/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
	01.18.61150	OUTSIDE SERVICES-OTHE	07.05.2024 - SCOBLE - CLOUDW		11.50	
INV0012831	Invoice	07/22/2024	07.13.2024 - SCOBLE - CENTER FOR CREAT	0.00	41.01	
	01.18.61300	PUBLICATIONS	07.13.2024 - SCOBLE - CENTER F		41.01	
INV0012832	Invoice	07/22/2024	07.12.2024 - SCOBLE - MMANC	0.00	125.00	
	01.18.61000	TRAINING	07.12.2024 - SCOBLE - MMANC		125.00	
INV0012833	Invoice	07/22/2024	07.17.2024 - SCOBLE - REMARKABLE	0.00	2.99	
	01.18.62003	POSTAGE	07.17.2024 - SCOBLE - REMARK		2.99	
INV0012834	Invoice	07/22/2024	07.20.2024 - SCOBLE - AMAZON	0.00	43.54	
	01.18.61150	OUTSIDE SERVICES-OTHE	07.20.2024 - SCOBLE - AMAZON		43.54	
INV0012845	Invoice	06/30/2024	06.25.2024 - BORTIS - AMAZON	0.00	17.03	
	01.41.62000	OFFICE SUPPLIES	06.25.2024		40.84	
	01.41.62000	OFFICE SUPPLIES	06.25.2024 - BORTIS - AMAZON		-23.81	
INV0012846	Invoice	06/30/2024	06.27.2024 - BORTIS - AMAZON	0.00	32.62	
	01.41.62200	DEPARTMENTAL SUPPLIE	06.27.2024 - BORTIS - AMAZON		32.62	
INV0012847	Invoice	06/30/2024	06.27.2024 - BORTIS - AMAZON	0.00	77.47	
	01.41.62200	DEPARTMENTAL SUPPLIE	06.27.2024 - BORTIS - AMAZON		77.47	
INV0012848	Invoice	07/22/2024	07.03.2024 - BORTIS - ICC	0.00	226.20	
	01.41.61302	DUES	07.03.2024 - BORTIS - ICC		226.20	
INV0012849	Invoice	07/22/2024	07.10.2024 - BORTIS - AMAZON	0.00	56.48	
	01.41.62000	OFFICE SUPPLIES	07.10.2024 - BORTIS - AMAZON		56.48	
INV0012850	Invoice	07/22/2024	07.11.2024 - BORTIS - UPCODES	0.00	936.00	
	01.41.62000	OFFICE SUPPLIES	07.11.2024 - BORTIS - UPCODES		936.00	
INV0012851	Invoice	07/22/2024	07.11.2024 - BORTIS - AMAZON	0.00	53.15	
	01.41.62000	OFFICE SUPPLIES	07.11.2024 - BORTIS - AMAZON		53.15	
INV0012852	Invoice	07/22/2024	07.11.2024 - BORTIS - ICC	0.00	58.00	
	01.41.62000	OFFICE SUPPLIES	07.11.2024 - BORTIS - ICC		58.00	
INV0012853	Invoice	07/22/2024	07.12.2024 - BORTIS - AMAZON	0.00	14.97	
	01.41.62000	OFFICE SUPPLIES	07.12.2024 - BORTIS - AMAZON		14.97	
INV0012854	Invoice	07/22/2024	07.15.2024 - BORTIS - GRAMMARLY	0.00	144.00	
	01.41.61000	TRAINING	07.15.2024 - BORTIS - GRAMMA		144.00	
INV0012855	Invoice	07/22/2024	07.15.2024 - BORTIS - CARDNOX	0.00	0.01	
	01.41.61000	TRAINING	07.15.2024 - BORTIS - CARDNOX		0.01	
INV0012856	Invoice	07/22/2024	07.16.2024 - BORTIS - USPS	0.00	5.25	
	01.41.62000	OFFICE SUPPLIES	07.16.2024 - BORTIS - USPS		5.25	
INV0012857	Invoice	07/22/2024	07.16.2024 - BORTIS - AMAZON	0.00	57.08	
	01.41.62000	OFFICE SUPPLIES	07.16.2024 - BORTIS - AMAZON		57.08	
INV0012858	Invoice	07/22/2024	07.17.2024 - BORTIS - AMAZON	0.00	176.43	
	01.41.62200	DEPARTMENTAL SUPPLIE	07.17.2024 - BORTIS - AMAZON		176.43	
INV0012859	Invoice	07/22/2024	07.21.2024 - BORTIS - AMAZON	0.00	21.47	
	01.41.62200	DEPARTMENTAL SUPPLIE	07.21.2024 - BORTIS - AMAZON		21.47	
INV0012860	Invoice	07/22/2024	07.19.2024 - BORTIS - AMAZON	0.00	48.06	
	01.41.62200	DEPARTMENTAL SUPPLIE	07.19.2024 - BORTIS - AMAZON		48.06	
INV0012861	Invoice	07/22/2024	07.20.2024 - BORTIS - AMAZON	0.00	16.39	
	01.41.62200	DEPARTMENTAL SUPPLIE	07.20.2024 - BORTIS - AMAZON		16.39	
INV0012862	Invoice	07/22/2024	07.20.2024 - BORTIS - AMAZON	0.00	56.00	
	01.41.62200	DEPARTMENTAL SUPPLIE	07.20.2024 - BORTIS - AMAZON		56.00	
INV0012863	Invoice	06/30/2024	06.29.2024 - CONDRY - TERRORIZER	0.00	184.11	
	01.41.62200	DEPARTMENTAL SUPPLIE	06.29.2024 - CONDRY - TERRORI		184.11	
INV0012864	Invoice	07/22/2024	07.12.2024 - CONDRY - AUTODESK	0.00	505.00	
	01.41.62200	DEPARTMENTAL SUPPLIE	07.12.2024 - CONDRY - AUTODE		505.00	
INV0012865	Invoice	07/22/2024	07.19.2024 - CONDRY - VISTAPRINT	0.00	100.47	
	01.41.62200	DEPARTMENTAL SUPPLIE	07.19.2024 - CONDRY - VISTAPRI		100.47	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
INV0012866	Invoice	06/30/2024	06.26.2024 - HEALY - AMAZON	0.00	880.35	
	16.41.62200		DEPARTMENTAL SUPPLIE		880.35	
INV0012867	Invoice	07/22/2024	07.03.2024 - HEALY - AMAZON	0.00	147.50	
	60.14.62903		LIVE ON THE AVENUE		147.50	
INV0012868	Invoice	07/22/2024	07.10.2024 - HEALY - CREEKSIDE PIZZA	0.00	190.77	
	01.81.61000		TRAINING		190.77	
INV0012869	Invoice	07/22/2024	07.12.2024 - HEALY - AMAZON	0.00	36.82	
	31.41.61506		BLDG. MAINT-OTHER		36.82	
INV0012870	Invoice	07/22/2024	07.12.2024 - HEALY - AMAZON	0.00	227.22	
	41.41.61150		OUTSIDE SERVICES-OTHE		402.06	
	41.41.61150		OUTSIDE SERVICES-OTHE		-174.84	
INV0012871	Invoice	07/22/2024	07.16.2024 - HEALY - AMAZON	0.00	105.04	
	01.81.62200		DEPARTMENTAL SUPPLIE		105.04	
INV0012872	Invoice	06/30/2024	06.28.2024 - SHAW - O'REILLY	0.00	48.03	
	01.42.62988		VEHICLE-FUEL/OIL/TIRES		48.03	
INV0012873	Invoice	07/22/2024	07.10.2024 - SHAW - AMAZON	0.00	152.55	
	01.42.62920		WORK CLOTHING		152.55	
INV0012874	Invoice	07/22/2024	07.10.2024 - SHAW - PLAYPRO	0.00	356.75	
	01.81.62200		DEPARTMENTAL SUPPLIE		356.75	
INV0012875	Invoice	07/22/2024	07.13.2024 - SHAW - AMAZON	0.00	98.14	
	01.42.62200		DEPARTMENTAL SUPPLIE		98.14	
INV0012876	Invoice	07/22/2024	07.15.2024 - SHAW - 76	0.00	130.93	
	01.42.62988		VEHICLE-FUEL/OIL/TIRES		130.93	

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	293	135	0.00	870,002.46
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-4,863.00
Bank Drafts	111	15	0.00	1,075,188.84
EFT's	0	0	0.00	0.00
	404	153	0.00	1,940,328.30

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	293	135	0.00	870,002.46
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-4,863.00
Bank Drafts	111	15	0.00	1,075,188.84
EFT's	0	0	0.00	0.00
	404	153	0.00	1,940,328.30

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH - OPERATING	8/2024	1,940,328.30
			1,940,328.30

STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 1.5

MEETING DATE: September 10, 2024

AGENDA TITLE: Adopt Proclamation to Welcome, Recognize and Ratify Youth Commissioners for the Year 2024/25

FROM: Administration

RECOMMENDATION: For Town Council to Consider Adopting a Proclamation Recognizing and Ratifying All Town Youth Commissioners

BACKGROUND

The Town of San Anselmo annually promotes the opportunity to become a Town of San Anselmo Youth Commissioner. Youth Commissioners serve as full voting members on a wide variety of Town Committees for one full year from July to June of the following year. During this time Youth Commissioners have the opportunity to serve their community, represent the school they're currently attending, learn about municipal government, and boost their college applications.

DISCUSSION/ANALYSIS

The following Youth Commissioners have been interviewed and appointed by and to the various boards, committees, and commissions:

Youth Commissioners for 2024/25	
Board, Committee, Commission	Youth Commissioner Name:
Arts Commission	Julia Wise
	Hanna Janson
Bicycle and Pedestrian Advisory Committee	Dylan Donner
	Kailen J. Brodnaeve

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Climate Action Commission	Ezra Thaler
	Piper Kelly
Historical Commission	Landon Sanchez
Open Space	Alexander Hamblet
	Claire Palmer
	Samuel Kaplan (Alternate)
Parks & Recreation Commission	Carolyn Morris
	Arlo Maury
Racial Equity Committee	Stuart Pratto
	Phoebe Morf

The Town of San Anselmo would like to welcome and ratify all Youth Commissioners, acknowledging their volunteer community service as an integral part of the Town's operations.

FISCAL IMPACT

None

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

Adopting a proclamation to recognize the 2024/25 Town Youth Commissioners is not a “project” under the California Environmental Quality Act, because it does not involve an activity that has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

ATTACHMENTS

Attachment 1- Proclamation

PROCLAMATION
The Town of San Anselmo is pleased to welcome and recognize
YOUTH COMMISSIONERS
FOR 2024-2025

WHEREAS; the Town of San Anselmo annually promotes the opportunity to become a Youth Commissioner; and

WHEREAS; Youth Commissioners serve as full voting members on a wide variety of Town Boards, Commissions, and Committees; and

WHEREAS; Youth Commissioners commit to a one-year term, starting on the month of July and ending in June of the following year; and

WHEREAS; Youth Commissioners have the opportunity to serve their community, represent the school they're currently attending, learn about municipal government, and to boost their college applications; and

WHEREAS; the Town of San Anselmo's Boards, Committees, and Commissions have interviewed and appointed more than ten Youth Commissioners for the current year;

NOW, THEREFORE, be it proclaimed, that the Town of San Anselmo, in appreciation of all Youth Commissioners' devotion and service to our Town, desires that there should be a public record of recognition for their community service.

IN WITNESS WHEREOF, I have hereunto set my hand this 10th day of September, two thousand twenty-four.

Eileen Burke, Mayor

STAFF REPORT

TOWN OF SAN ANSELMO

Item #: 2.1

MEETING DATE: September 10, 2024

AGENDA TITLE: Discussion Related to Proposed Amendments to Title 4, Chapter 13, Private Trees

FROM: Planning and Building and Public Works Departments

RECOMMENDATION:

Discuss the proposed amendments to Title 4, Chapter 13, Private Trees, and provide direction to staff.

SUMMARY:

The purpose of this agenda item is to present proposed amendments to San Anselmo Municipal Code Title 4, Chapter 13, Private Trees (see **Attachment 1**) for the Town Council's consideration. Staff is seeking direction from the Council on the merits of these amendments before scheduling a formally-noticed and agendized public hearing.

BACKGROUND:

The Town of San Anselmo has been regulating trees since the adoption of Ordinance No. 17 on July 24, 1907, just three months after the Town's incorporation in April 1907. Since incorporation, the Town Council has adopted five Ordinances, and four Resolutions related to Tree protections and regulatory procedures. See **Attachment 2** for a summary of the Town's Tree Protection regulations.

On November 12, 2019, the Town Council received an update from the Town's Public Works and Building Director regarding the implementation of the Town's current tree regulations. Due to Council concerns regarding the Town's tree stock and its interest in amending the regulations to provide more clarity, biodiversity, and definitions, the Council established a subcommittee of Councilmembers Wright and Fineman to focus on potential ordinance revisions. (See **Attachment 3** for an excerpt of the meeting minutes).

DISCUSSION

In response to the Council's 2019 direction and in consultation with subcommittee Councilmember Fineman, staff is requesting feedback on the proposed draft Ordinance that would repeal and replace Title 4, Chapter 13, Private Trees. The following is a summary of the proposed changes to the Ordinance:

1. Expanded summary of the purpose of the Ordinance to include habitat protection, biodiversity, slope stability, climate change and sustainability, maintaining and/or increasing property values, etc. (Section 4-13.01)
2. Introduced a new section on “Applicability” to make clear what the Chapter applies to only Protected and Heritage Trees. (Section 4-13.02)
3. Added the following new definitions:
 - a. Alter
 - b. Certified Arborist
 - c. Developed Private Property
 - d. Director
 - e. Diameter
 - f. Fire Hazard
 - g. Nuisance Tree
 - h. Native riparian species
 - i. Native Tree
 - j. Breeding and Nesting Season
 - k. Non-intrusion zone
 - l. Private Tree
 - m. Protected and Heritage Tree
4. Amended the definition of “Undeveloped private property”.
5. The definitions of "Tree" and "Heritage Tree" have been removed and replaced with the proposed definitions for "Protected Tree" and "Heritage Tree" as shown in Section 4-13.03.M.
6. Introduced a new section on “Breeding and Nesting Season” (Section 4-13.04). This section identifies that any tree work done during the breeding and nesting season (February 1 through August 31) is prohibited. The section also includes exceptions that the Director may grant, such as hazardous trees, training young trees, tree work that began during the non-breeding and non-nesting season.
7. Introduced a new section on “Alteration or Removal of Trees” (Section 4-13.05). This section outlines provisions related to conditions allowing one to alter or remove trees.
8. Amended the Section on Tree Permit (Section 4-13.06), including submittal requirements, fees, public notice and public hearing requirements, Tree Permit approval criteria for both “Protected” and “Heritage” trees, Tree Permit criteria during breeding and nesting season, emergency conditions, utilities and Town Departments, requirements for encroachment permits when the Tree Permit impacts the public right-of-way, and the requirement to post the Tree Permit.

9. Introduced a new section on Tree Permit Exceptions (Section 4-13.07) that outlines specific criteria for when the Director of Public Works and Building may exempt the requirements for a Tree Permit.
10. Introduced a new section on Tree Replacement (Section 4-13.08). This section outlines the criteria for tree replacement and provides alternatives when the site or tree size is not suitable for replacement.
11. Introduced a new section on Establishment of a Tree Fund (Section 4-13.09). This section permits the collection of a tree replacement in-lieu fee and establishes criteria for the allocation of these funds.
12. Introduced a new section on Denial of incomplete or inactive applications (Section 4-13.10). This section allows the Director of Public Works and Building to deny a Tree Permit application without prejudice if the application remains inactive or incomplete for a period of 90 or more days or is continued at the applicants request for more than 60 days.
13. Introduced a new section on Expiration (Section 4-13.11). This section stipulates that if an applicant fails to complete the work authorized by a Tree Permit within 6 months of the approval date, the permit will automatically expire unless an extension is granted by the Director.
14. Amended the Appeals Section (Section 4-13.12) to reference the Town's Municipal Code Appeals section 1-4.01. In practice, appeals of administrative decisions would be reviewed by the Planning Commission, while appeals of Planning Commission decisions would be reviewed by the Council.
15. Amended and expanded on the Violations-Penalties Section (Section 4-13.13).

Staff is seeking direction from the Council on whether the proposed regulations meet the intent of the 2019 Council direction to provide more clarity in process, sufficient definitions, and addresses biodiversity related to species and habitat.

Staff is also seeking direction on the following topics:

1. Review Authority

The proposed regulations are written to allow the Director of Public Works and Building to issue Administrative Tree Permits and the Planning Commission and/or the Town Council to issue Tree Permits when related to discretionary permits where tree removal is part of a development project.

For background purposes, the following is a chronology of the past review authority's related to the issuance of Tree Permits:

January 23, 1962: City Engineer under the direction of the City Administrator (Ordinance No. 477)
January 10, 1967: City Administrator (Ordinance No. 543)
October 13, 1987: Department of Public Works (Ordinance No. 889)
April 10, 2001: Parks Department Arborist under the direction of the Public Works Director and Town Administrator for Street Trees.
Public Works Department with consultation from Parks Department Arborist regarding good forestry management for Private Trees (Ordinance No. 1020)

The question for consideration is whether the Council supports the proposed review authority for administrative and discretionary permits. Staff recommends retaining the existing review authority with the Director of Public Works and Building, or their designee, for administrative Tree Permits, given the long history of this practice. For Tree Permits associated with development projects, staff further recommends that the Planning Commission and/or Town Council serve as the review authority.

2. *Breeding and Nesting Season*

To ensure that the proposed Private Tree regulations align with the Town's conservation goals and support the well-being of local wildlife, the proposed regulations include criteria to include a definition for "Breeding and Nesting Season", Section 4-13.04, Breeding and Nesting Season that outlines exceptions that would allow tree pruning, trimming, shaping, alteration, or tree removal during the Breeding and Nesting Season, and Section 4-13.06.F, Tree Permit Approval Criteria during Breeding and Nesting Season.

The Breeding and Nesting Season is defined as running from February 1 through August 31. Additionally, it is important to recognize that the Federal Migratory Bird Treaty Act and California State Codes 3503 and 3503.5 provide protections for migratory birds and their nests, making it illegal to take, kill, or possess them without a permit.

The question for consideration is whether the Council supports the proposed regulations, including definitions (Section 4-13.03) and Tree Permit criteria (4-13.06.G) related to the breeding and nesting seasons. Additionally, regarding Breeding and Nesting Season exemptions (4-13.04), staff is seeking direction on whether the Town Council supports the Director of Public Works and Building authority to grant the following exemptions during Breeding and Nesting Season without requiring a Nesting Bird Survey:

- A. To complete tree pruning, trimming, shaping, alteration and/or tree removal activities started during the non-breeding non-nesting season.
- B. Removing limbs that interfere with and obstruct utility wires, building functions, streets (14 ft. above adjacent road surface within the road right-of-way) or sidewalks (7-8 ft. ht. above walking surface).

C. Removing dead or weak limbs posing a hazardous condition.

D. Removing diseased or insect-infested limb.

E. Training young trees.

F. Removing limbs damaged by adverse weather conditions.

A Nesting Bird Survey would be required for all other provisions not specifically exempted.

3. Tree Permit Approval Criteria for Heritage Trees

Proposed Section 4-13.06.E.1-9 is designed to establish objective criteria for the removal of Heritage Trees, as opposed to the current process, which relies on input from neighbors within 300 feet of the Heritage Tree to determine removal eligibility.

Staff seeks direction from the Council on whether to retain the current subjective process or adopt the proposed objective criteria outlined in the revised regulations. Additionally, staff requests input on whether any further amendments to this section should be considered.

4. Establishment of Tree Fund and when to expend Funds

Proposed Section 4-13.09, Establishment of Tree Fund, is incorporated into the proposed regulations to establish a mechanism to be able to collect in-lieu fees as an alternative to tree replacement. The proposed regulations are written to identify when funds may be received and how to allocate such funds.

Staff strongly encourages the Council to support the creation of the Tree Fund and seeks direction on the timing and frequency of using the fees. For example, should the funds be reviewed during the annual budget process, or during the two or five-year capital improvement plan process? Additionally, if the Council wishes staff to program the use of the funds, should this be formalized in the regulations or handled as part of an internal policy process?

FISCAL IMPACT

Tree Permit applications will be processed with a set fee, as specified in the Town's annually updated fee schedule. This fee is designed to cover the staff time necessary to review and process the permit.

GENERAL PLAN CONSISTENCY

The proposed regulations align with Land Use Element Objective 2, Policy 2.2, which requires new developments to preserve certain natural and cultural characteristics of their respective sites.

Additionally, the regulations support the Conservation Element, specifically Conservation and Environmental Policy Guideline No. 12, which advocates for avoiding tree cutting and other activities detrimental to trees that enhance the character of the Town or neighborhood whenever possible.

CEQA AND CLIMATE ACTION PLAN CONSISTENCY

The proposed regulations would be exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15061(b)(3) because it can be seen with certainty that there is no possibility that the Amendments would have a significant effect on the environment. The proposed regulations would also make no changes to land uses, development intensities, or the rate at which development is expected to occur, and therefore would have no significant environmental effect.

Lastly, the proposed regulations would also be complementary to the Climate Action Plan Chapter 6, Sequestration(s).

ATTACHMENT

1. Proposed Draft Ordinance for Title 4, Chapter 13, Private Trees
2. Summary of the Town’s Tree Protection Regulations Since Incorporation with Hyperlinks to the Ordinances
3. November 12, 2019, Council Meeting Minutes Excerpt

Chapter 13 PRIVATE TREES*

4-13.01 Purpose.

The purpose of this Chapter is to promote the health, safety, and general welfare of the residents of San Anselmo, insofar as trees provide a variety of functions, values, and benefits including:

- A. Providing an important and essential functional element of the plant communities that constitute San Anselmo' natural heritage.
- B. Providing habitat for wildlife and protecting biological diversity.
- C. Stabilizing soil and improving water quality by reducing erosion and sedimentation.
- D. Allowing for the natural replenishment of groundwater supplies by reducing stormwater runoff.
- E. Controlling drainage and restoring denuded soil subsequent to construction or grading.
- F. Preserving and enhancing aesthetic qualities of the natural and built environments and maintaining the quality of life and general welfare of the Town.
- G. Reducing air pollution by absorbing carbon dioxide, ozone, particulate matter, and producing oxygen.
- H. Assisting in counteracting the effects of global warming resulting from the depletion of forest and urban trees.
- I. Conserving energy by shading buildings and parking areas.
- J. Maintaining and increasing real property values.
- K. Reducing wind speed and human exposure to high winds and other severe weather; and
- L. Assisting in reducing noise pollution through the effects of vegetative buffers.

Many sections of the Town are covered by oak, madrone, and other trees which contribute greatly to the scenic beauty of the Town. A large proportion of residential property within the Town is on hillside and sloping terrain. The uncontrolled removal or destruction of trees destroys the scenic beauty, damages wildlife habitat, contributes to erosion, increases flood hazards, reduces property values, increases the costs of the construction and maintenance of drainage systems through the increased flow and diversion of surface waters, and adversely affects the local economy by reducing the attractiveness and desirability of the area as a place to live, work, and visit. In addition, the trees of the Town are an integral part of the Town's complex environmental system, the functioning of which does not depend on or conform to the arbitrary delineations of property.

Therefore, the Council finds it necessary, as a matter of public health, safety, and welfare, to enact the provisions of this chapter to control the removal or destruction of trees within the

Town; to preserve trees that are a significant part of the Town's heritage; and at the same time to recognize the individual's right to use his land in a manner which will not be prejudicial to the public interest.

(§ 2, Ord. 709, eff. August 12, 1976, as amended by Ord. 1020, eff. May 10, 2001)

4-13.02 Applicability

This Chapter applies to Protected and Heritage Trees, trees on undeveloped private property, and tree alteration and/or removal during Breeding and Nesting Season as defined in Section 4-13.03 (Definitions). Protected Trees, Heritage Trees, or trees on undeveloped private property may be removed in specific circumstances as stated in Section 4-13.04 (Breeding or Nesting Season) and Section 4-13.07 (Exemptions).

4-13.03~~2~~ Definitions.

For the purposes of this chapter, certain words and phrases used in this chapter are defined as follows:

- A. "Alter," means to take an action that diminishes the health and vigor of a tree. "Alter" includes, but is not limited to, excessive or improper pruning of a tree, grade changes around or near a tree, excessive irrigation of a tree, trenching in the root zone of a tree, and excessive use of herbicides, insecticides, or fungicides. "Alter" does not include: periodic trimming, shaping, thinning, or pruning of a tree to preserve or protect its health, growth, or appearance, in accordance with accepted arboricultural standards and practices and involving a removal of no more than 25% of an individual tree's crown consistent with the Approved American National Standard (ANSI) Pruning, Repairing, Maintaining, and Removing Trees and Cutting Brush – Safety Requirements and Tree, Shrub, and Other Woody Plant Maintenance – Standard Practices (Pruning).
- B. "Certified Arborist," means a person who has been tested by, and is currently certified as, an "arborist" by the International Society of Arboriculture, or who is a currently a member or registered consulting arborist of the American Society of Consulting Arborists.
- C. "Developed Private Property" means a parcel or a portion of a lot or parcel where improvements exist or have been constructed for human habitation.
- D. "Director" means the Director of Public Works or the Director's designee.
- E. "Diameter," means the average diameter of the trunk of a tree measured at four feet and six inches (4'-6") above the average ground level immediately surrounding the trunk of the tree, also called Diameter at Breast Height (DBH). If a tree has two or more main trunks emerging from a single root, the diameter of each trunk shall be measured separately at 4 feet and six inches DBH using the following formula:

1) Measure the Diameter at Breast Height (DBH): Measure the diameter of each trunk at 4.5 feet above the ground (DBH). For example, denote the diameters of the trunks as D_1, D_2, D_3 , etc., in inches.

2) Square Each Diameter: Calculate the square of each trunk's diameter as shown in the below formula:

$$D_1^2, D_2^2, D_3^2, \text{ etc.}$$

3) Sum the squared diameters. Add the squared diameter together as shown in the below formula:

$$\text{Sum of squares} = D_1^2 + D_2^2 + D_3^2 + \dots$$

4) Take the square root as shown in the below formula:

$$D_{\text{equivalent}} = \sqrt{D_1^2 + D_2^2 + D_3^2 + \dots}$$

F. "Fire hazard" means any tree that has been designated for removal in writing by the local fire authority, or a tree identified as highly flammable due to being dead or diseased.

G. "Nuisance Tree" means any tree species that poses a threat to public safety, property, or the environment due to its characteristics. Specifically, Acacia, Bamboo, Eucalyptus, Liquid Amber, Cotoneaster, Plum, Privet, and Monterey Pine are classified as Nuisance Trees under this ordinance due to their invasive nature, potential for structural damage, and environmental impacts.

H. "Native riparian species" means a tree or plant indigenous to a riparian habitat along a perennial or intermittent creek, stream or other watercourse and that is within fifteen (15) feet of the top of a creek bank or that is beyond fifteen (15) feet but in such proximity to a creek bank that it requires or tolerates soil moisture levels in excess of that available in adjacent uplands.

I. "Native tree," means a tree native to those lands that now constitute the Town of San Anselmo.

J. "Breeding and Nesting Season," means a time where various species of birds engage in courtship rituals, build nests, lay eggs, and care for their chicks. The Nesting Season occurs from February 1 and extends through August 31.

K. "Non-intrusion zone," means the area of ground surrounding the trunk of a tree within which certain activities may be restricted or prohibited to protect the tree. The table below shall

serve as a general guideline for determining non-intrusion zones; the precise non-intrusion zone shall be determined by the project arborist and shall reflect individual site conditions.

<u>Trunk Diameter (inches)</u>	<u>Protected Distance (radius in feet)</u>
<u>4"</u>	<u>6'</u>
<u>6"</u>	<u>10'</u>
<u>12"</u>	<u>12'</u>
<u>18"</u>	<u>16'</u>
<u>24"</u>	<u>18'</u>
<u>30"</u>	<u>20'</u>
<u>36"</u>	<u>24'</u>
<u>42"</u>	<u>28"</u>
<u>>48"</u>	<u>32'</u>

L. "Private Tree" means a tree that is located on privately owned land or property. This includes trees within the boundaries of residential, commercial, or industrial properties that are owned by individuals, businesses, or organizations. The maintenance, management, and liability of private trees are typically the responsibility of the property owner.

M. "Protected Tree" and "Heritage Tree" means any one of the following as indicated in the Table below:

<u>COMMON NAME</u>	<u>BOTANICAL NAME</u>	<u>PROTECTED SIZE DIAMETER AT BREAST HEIGHT</u>	<u>HERITAGE SIZE DIAMETER AT BREAST HEIGHT</u>
<u>Arroyo willow</u>	<u>S. lasiolepis</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Big-leaf maple</u>	<u>Acer macrophyllum</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Bishop pine</u>	<u>Pinus muricata</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Blue oak</u>	<u>Q. douglasii</u>	<u>4 inches</u>	<u>9 inches</u>
<u>Box elder</u>	<u>A. negundo var. californicum</u>	<u>10 inches</u>	<u>30 inches</u>
<u>California bay laurel</u>	<u>Umbellularia californica</u>	<u>10 inches</u>	<u>30 inches</u>
<u>California black oak</u>	<u>Q. kelloggii</u>	<u>6 inches</u>	<u>18 inches</u>
<u>California buckeye</u>	<u>Aesculus californica</u>	<u>10 inches</u>	<u>30 inches</u>
<u>California nutmeg</u>	<u>Torreya californica</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Canyon live oak</u>	<u>Q. chrysolepis</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Chaparral oak</u>	<u>Q. wislizeni</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Coast live oak</u>	<u>Quercus agrifolia</u>	<u>6 inches</u>	<u>18 inches</u>

<u>Coast redwood</u>	<u>Sequoia sempervirens</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Common manzanita</u>	<u>Arctostaphylos manzanita</u>	<u>4 inches</u>	<u>12 inches</u>
<u>Douglas-fir</u>	<u>Pseudotsuga menziesii</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Giant Chinquapin</u>	<u>Castanopsis chrysophylla</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Hawthorn</u>	<u>Crataegus douglasii</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Mountain-mahogany</u>	<u>Cercocarpus betuloides</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Narrow leaved willow</u>	<u>Salix exigua</u>	<u>6 inches</u>	<u>12 inches</u>
<u>Evergreen red oak</u>	<u>Q. parvula var. shrevei</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Oregon ash</u>	<u>Fraxinus latifolia</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Oregon oak</u>	<u>Q. garryana</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Pacific madrone</u>	<u>Arbutus menziesii</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Pacific yew</u>	<u>Taxus brevifolia</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Red alder</u>	<u>A. rubra</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Red elderberry</u>	<u>Sambucus callicarpa</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Red willow</u>	<u>S. laevigata</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Sargent cypress</u>	<u>Cupressus sargentii</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Scouler's willow</u>	<u>S. scouleriana</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Service-berry</u>	<u>Amelanchier alnifolia</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Shining willow</u>	<u>S. lucida ssp. lasiandra</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Silk tassel</u>	<u>Garrya elliptica</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Sitka willow</u>	<u>S sitchensis</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Tanoak</u>	<u>Notholithocarpus densiflorus</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Toyon</u>	<u>Heteromeles arbutifolia</u>	<u>6 inches</u>	<u>12 inches</u>
<u>Valley oak</u>	<u>Q. lobata</u>	<u>6 inches</u>	<u>18 inches</u>
<u>Wax myrtle</u>	<u>Myrica californica</u>	<u>10 inches</u>	<u>30 inches</u>
<u>White alder</u>	<u>Alnus rhombifolia</u>	<u>10 inches</u>	<u>30 inches</u>
<u>Any Tree on developed land</u>	<u>Gymnosperms and angiosperms</u>	<u>--</u>	<u>22 inches</u>
<u>Any Tree on undeveloped land</u>	<u>Gymnosperms and angiosperms</u>	<u>7 inches</u>	<u>--</u>

(a) "Tree" shall mean any woody perennial plant characterized by having one or more trunks, any one of which has a diameter at breast height (four and one-half (4.5') feet of seven (7") inches. In any case, the Parks Department Arborist shall have the right to determine whether any specific woody plant shall be considered a tree for the purposes of this chapter.

~~(b) "Heritage tree" shall mean a tree which has a trunk with a diameter at breast height (four and one-half (4.5') feet of twenty-two inches (22"), or a tree which has special significance and is of a species and size designated in a resolution adopted by the Council, but "heritage tree" shall not mean an acacia tree or any other tree designated as a "nuisance" tree by resolution of the Council.~~

~~(N.e) "Undeveloped parcel private property" shall mean any lot or parcel, or portion of a lot or parcel, which does not have a structure on it suitable for human habitation and/or can be further subdivided or further developed under the provisions of Title 10 of this Code, or which are in a delineated wildlife habitat corridor.~~

~~O. "Wildlife habitat corridor" means the designated area or pathway that connects fragmented habitats, allowing wildlife to move safely between them as shown any Town Council approved Wildlife Habitat Corridor Map.~~

~~(§ 2, Ord. 709, eff. August 12, 1976, as amended by Ord. 1020, eff. May 10, 2001)~~

4-13.04 Breeding and Nesting Season

Tree pruning, trimming, shaping, alteration, or tree removal is prohibited for all trees during the Breeding or Nesting season, except for the following provisions as determined by the Director:

A. To complete tree pruning, trimming, shaping, alteration and/or tree removal activities started during the non-breeding non-nesting season.

B. Removing limbs that interfere with and obstruct utility wires, building functions, streets (14 ft. above adjacent road surface within the road right-of-way) or sidewalks (7-8 ft. ht. above walking surface).

C. Removing dead or weak limbs posing a hazardous condition.

D. Removing diseased or insect-infested limb.

E. Training young trees.

F. Removing limbs damaged by adverse weather conditions.

G. For all other provisions not described above, a Nesting Bird Survey shall be prepared by a qualified biologist using accepted survey protocols as determined by the Director. The Nesting Bird Survey shall demonstrate that there is no evidence of nesting birds and a Tree Permit can be issued pursuant to Section 4-13.06 (Tree Permit) are met.

4-13.03 Undeveloped parcels.

~~On any undeveloped parcel of property, public or private, it shall be unlawful, unless a permit has been issued pursuant to the provisions of Section 4-13.05 of this chapter, to remove or destroy any tree, or to cut or prune a tree or its roots in such a way as to endanger or shorten its life, or to raise the soil level around any tree.~~

~~(§ 2, Ord. 709, eff. August 12, 1976, as amended by Ord. 1020, eff. May 10, 2001)~~

4-13.05 Alteration or Removal of Trees

The following provisions apply to the alteration or removal of trees on improved and undeveloped private property and during Breeding and Nesting Season:

- A. No Protected and/or Heritage Tree shall be altered or removed without a Tree Permit unless exempted in accordance with Section 4-13.07 (Tree Permit Exemptions).
- B. No tree greater than seven (7) inches in diameter on undeveloped private property shall be altered or removed without a Tree Permit unless exempted in accordance with Section 4-13.07.
- C. All trees are prohibited from being pruned, trimmed, shaped, or removed during Breeding and Nesting Season unless a Tree Permit is issued in accordance with Section 4-13.06 (Tree Permit) and approved by the Director in accordance with Section 4-13.04 (Breeding and Nesting Season).
- D. In the event of an emergency, when such a tree or trees poses an imminent threat to life or property, a peace officer or firefighter in their official capacity may exempt a property owner from a Tree Permit requirement in the absence of the Director. The Director shall be promptly notified of the nature of the emergency and action taken.
- E. Any person who alters or removes a tree, or causes a tree to be altered or removed, in violation of the above restrictions shall be subject to those penalties provided in Section 4-13.13 (Violations-Penalties).
- F. Unless permitted by the Director, it is unlawful for persons not employed or designated by the Town to do any of the following related to Protected and/or Heritage Tree:
 - 1) Affixing any signs, lights, wire, rope, or hardware to any Protected and/or Heritage Tree.
 - 2) Placing or maintaining any stone, pavement or other substance so that it impedes access of water or air to the roots of any Protected and/or Heritage Tree.
 - 3) Topping or any other practice that is considered unacceptable under the current ANSI A300 Tree Care Standards.
 - 4) Placing or storing construction equipment or construction material within the trunk protection zone of a Protected and/or Heritage Tree.

- 5) Applying any harmful or deleterious substance within the trunk protection zone of a Protected and/or Heritage Tree.

4-13.04 Developed parcels.

On any developed parcel of property, public or private, it shall be unlawful, unless a permit has been issued pursuant to the provisions of Section 4-13.05 of this chapter, to remove or destroy any heritage tree, or to cut or prune a heritage tree or its roots in such a way as to endanger or shorten its life, or to raise the soil level around any heritage tree.

(§ 2, Ord. 709, eff. August 12, 1976, as amended by Ord. 1020, eff. May 10, 2001)

4-13.06 Tree Permit.

Unless exempted pursuant to Section 4-13.07 (Tree Permit Exemptions) of this Chapter, it is unlawful to alter or remove any Protected and/or Heritage Tree, trees greater than seven inches in diameter on an undeveloped private property, and trees during Breeding and Nesting Season. An application for a Tree Permit shall be made in writing to the Department of Public Works. Any alteration or removal of any Protected and/or Heritage Tree associated with any discretionary planning permits listed in Title 10, Planning and Zoning, such as Design Review, Variance, Conditional Use Permit, Tentative Subdivision Map, and Sign, where the Planning Commission or Town Council is the designated review authority, a Tree Permit shall be filed with the Planning Department at the same time a discretionary planning permit is submitted for consideration and the Planning Commission or the Town Council shall be the designated review authority to grant the Tree Permit.

A. Tree Permit Application. The Tree Permit application shall include the following:

an Arborist Report prepared by a Certified Arborist that contains the following information:

1) Arborist Report. An Arborist Report shall be prepared by a Certified Arborist and include the following information:

- a. International Society of Arboriculture or American Society of Consulting Arborist number, contact information, and name and signature.
- b. Date and time of the most recent assessment. An Arborist report older than 6 months will not be accepted.
- c. A list of all trees, including Protected and Heritage trees affected. The list shall specify the species of tree(s) that are proposed to be altered, removed, or within the non-intrusion zones, the taxonomic identification, size, condition, location, and extent of root cover.
- d. Tree Protection plan when tree alteration or removal is associated with discretionary development planning permits. The Tree Protection plan shall include the following:

- i. All applicable project design and construction requirements related to the protection of trees shall be implemented in accordance with International Society of Arboriculture guidelines, unless modified or waived by the Director in consultation with a Certified Arborist.
- ii. Before the start of any clearing, excavation, construction, or other work on the site, or the issuance of a Building or Demolition Permit, every Protected and/or Heritage Tree shall be securely fenced-off at the non-intrusion zone, or other limit as may be delineated in approved plans. Such fences shall remain continuously in place for the duration of the work undertaken in connection with the development.
- iii. If the proposed development, including any site work, will encroach upon the non-intrusion zone of a Protected and/or Heritage Tree, special measures shall be utilized, as approved by the project arborist, to allow the roots to obtain necessary oxygen, water, and nutrients.
- iv. Underground trenching shall avoid the major support and absorbing tree roots of Protected and/or Heritage Tree. If avoidance is impractical, hand excavation undertaken under the supervision of the project arborist may be required. Trenches shall be consolidated as much as possible.
- v. Concrete or asphalt paving shall not be placed over the root zones of Protected and/or Heritage Trees, unless otherwise permitted by the project arborist.
- vi. Artificial irrigation shall not occur within the root zone of oaks, unless deemed appropriate on a temporary basis by the project arborist to improve tree vigor or mitigate root loss.
- vii. Compaction of the soil within the non-intrusion zone of Protected and/or Heritage Tree shall be avoided. Use of bridging/protective materials such as layered mulch, trench plates, plywood or rubber mats is encouraged within non-intrusion zones.
- viii. Any excavation, cutting, or filling of the existing ground surface within the non-intrusion zone shall be minimized and subject to such conditions as the project arborist may impose. Retaining walls shall likewise be designed, sited, and constructed to minimize their impact on Protected and/or Heritage Trees.
- ix. Burning or use of equipment with an open flame near or within the non-intrusion zone shall be avoided. All brush, earth, and other debris shall be removed in a manner that prevents injury to the Protected and/or Heritage Tree.
- x. Oil, gas, paint, cement, chemicals, or other substances that may be harmful to trees shall not be stored or dumped within the non-intrusion zone of any Protected and/or Heritage Tree, or at any other location on the site from which such substances might enter the non-intrusion zone of a Protected or Heritage tree.

- xi. Construction materials shall not be stored within the non-intrusion zone of a Protected and/or Heritage Tree. On-site parking shall be kept outside non-intrusion zones.
 - e. Other information deemed necessary by the Department of Public Works, including, but not limited to photographs, or other supporting information.
 - f. The Director may require a third-party peer review by a Certified Arborist selected by the Town. The fees to pay for the peer review shall be paid by the applicant.
- B. Fees. Said application shall be accompanied by the appropriate fee, the amount of which shall be determined by resolution of the Town Council. The Tree Permit fee may be waived by the Director if the tree is determined to be a fire hazard, or if the tree is located within the public right-of-way.
- C. Public Notice: Once the Tree Permit application is deemed to be complete, public notice in accordance with Section 10-3.1602.
- D. Public Hearing.
 - 1) Administrative Hearing(s):
 - a. Protected Tree: If an objection to the administrative public notice is received, and/or more than two trees are removed, an Administrative Hearing shall be set a minimum of ten (10) days from the date of the hearing notice.
 - b. Heritage Tree: If an objection to the administrative public notice is received, an administrative hearing shall be set a minimum of ten (10) days from the date of the hearing notice.
 - 2) Discretionary Public Hearing(s): The date for the hearing shall be set a minimum of ten (10) days from the date of the hearing notice.
- E. Tree Permit Approval Criteria for Protected Trees and Tree Removal on Undeveloped Private Property. A Tree Permit for the alteration and/or the removal of Protected Trees and trees on undeveloped private property will be made based on meeting one or more of the following criteria:
 - 1) The condition of the trees with respect to disease, danger of falling, proximity to existing structures, and interference with utility services.
 - 2) The necessity of the contemplated work to allow the economic enjoyment of the property.
 - 3) The topography of the land and the effect of the contemplated work on erosion, soil retentions, and the diversion of increased flows of surface water.
 - 4) The alteration or removal will not adversely impact the subject property or neighboring properties; nor result in significant erosion or the diversion of increased flows of surface water.

5) Additional Criteria. Criteria for approval of a Tree Permit will be weighed against the following:

- a. The number, species, age, size, and location of existing trees in the area.
- b. The effect of the requested alteration or removal on shade areas or solar access.
- c. The effect of the requested alteration or removal on soil retention, water retention, and diversion or increased flow of surface water.
- d. The effect of the requested alteration or removal on wildlife or native riparian (creek) habitat.
- e. The effect of the requested alteration or removal on historic value.
- f. The effect of the requested alteration or removal on scenic beauty.
- g. The effect of the requested alteration or removal on the general welfare of the Town as a whole.

F. Tree Permit Approval Criteria for a Heritage Tree. A Tree Permit for the removal of a Heritage Tree shall only be permitted if it is determined that one of the following conditions exists:

- 1) The Heritage Tree is dead or in irreversible decline, posing a safety hazard.
- 2) The Heritage Tree is infected with a disease or pest infestation that cannot be controlled and threatens other nearby trees or vegetation.
- 3) The Heritage Tree poses an immediate and severe risk to public safety due to its structural instability, such as a significant risk of falling onto a public area, road, or structure.
- 4) The Heritage Tree is causing substantial damage to essential infrastructure (e.g., foundations, water pipes, roads), and/or the tree's roots are causing severe, unmanageable damage to property, and there is no possibility of relocating the tree without causing irreparable harm.
- 5) The Heritage Tree is an invasive species that is harmful to the local ecosystem and native plant species.
- 6) The Heritage Tree is negatively impacting a protected or sensitive ecosystem, and its removal is necessary to preserve ecological balance.
- 7) The Heritage Tree's location conflicts with essential public infrastructure projects, such as roads, schools, or hospitals, where no feasible alternatives exist.
- 8) The Heritage Tree is on a site where significant public benefits are expected from development, and all other options for preservation have been exhausted.
- 9) The removal of the Heritage Tree is recommended by a certified arborist or a panel of experts after a thorough assessment of the tree's condition and potential risks

- 10) The removal of the Heritage Tree provides a greater neighborhood benefit and there is support from the adjacent properties.

G. Tree Permit Approval Criteria during Breeding and Nesting Season.

- 1) The Director may grant an exception pursuant to Section 4-13.04 (Breeding and Nesting Season).

H. Emergency conditions. In the event of any emergency in which a Protected and/or Heritage Tree causes an imminent hazard or dangerous condition, such tree may be removed or cut back by permission of the Director, the Chief of Police or designee, or Chief of the Fire Department or designee without following the above-described Tree Permit procedures.

I. Utilities and Town Departments. A public utility subject to the jurisdiction of the Public Utility Commission of the State and the Department of Public Works and the Parks Department of the Town may apply for a General Permit to prune trees as may be necessary to maintain the safe operation of the utility business or, in the case of a Town Department, necessary to maintain traffic safety or the safe public use of public property. Such General Permit shall not apply to any Heritage Tree, nor shall it allow the cutting, destruction, or removal of any Heritage Tree, nor shall it allow changing the soil level around any Heritage Tree. Such General Permit shall require that pruning be performed under the supervision of a Certified Arborist and may be revoked at any time for cause by the Director. Any actions by a Utility or Town Department that may affect any Heritage Tree shall follow the same procedures, including public notice and hearing, as required by this section.

J. Encroachment Permit. An encroachment permit shall be required for any related tree work that impacts the public right-of-way.

K. Posting of Tree Permit. During the full course of any activity associated with tree removal, relocation, or alteration requiring a Tree Permit, the property owner and tree contractor shall ensure that a copy of the Tree Permit and current tree contractor business license is posted on the subject property. The Tree Permit shall be posted adjacent to the main entry drive and must be clearly visible from the right-of-way. Failure to post the Tree Permit and business license as required herein may result in the issuance of a stop work order.

4-13.05 Diseased trees.

~~The spread of Dutch Elm Disease, Sudden Oak Death and other tree diseases has caused the removal of a large number of trees within the Town limits. The spread of disease is a continuing problem, causing further depletion of Town resources, finances, and causing considerable loss of urban amenities. Accordingly, it is necessary for the preservation and enjoyment of the public health and safety to restrict activities around diseased trees to those procedures that will help preserve them for the future. Current guidelines for the care and pruning of certain diseased trees are available at the Public Works Department.~~

~~(Ord. 889, eff. November 12, 1987, as amended by Ord. 1020, eff. May 10, 2001)~~

4-13.07 Tree Permit Exemptions

The alteration, including pruning, or removal of any Protected, Heritage, or trees on undeveloped private property is exempt from a public hearing and exempt from fees, and an Administrative Tree Permit is required if at least one of the following criteria is achieved:

- A. The Director has determined based on an Arborist Report prepared by a Certified Arborist that the general health of the Protected and/or Heritage Tree is so poor due to disease, damage, or age that efforts to ensure its long-term health and survival are unlikely to be successful, and the tree poses an imminent threat to public safety.
- B. The Director has determined based on an Arborist Report prepared by a Certified Arborist that the tree is infected by a pathogen or attacked by insects that imminently threaten surrounding tree as determined by an arborist report or other qualified professional.
- C. The Director has determined based on an Arborist Report prepared by a Certified Arborist that the tree is a potential public health and safety hazard due to the risk of its falling and its structural instability cannot be remedied, and the tree poses an imminent threat to public safety.
- D. The Director has determined the tree is a public nuisance by causing damage to improvements, such as building foundations, retaining walls, and roadways/driveways, or interfering with the operation, repair, or maintenance of public utilities.
- E. The Director has determined that prohibiting the removal of the tree will conflict with CC&R's which existed at the time this Chapter was adopted.
- F. The Director has determined that, after considering all other alternatives for access, the tree removal is necessary by a public agency to provide access for the routine management and maintenance of public land.
- G. No more than 25% of an individual tree's crown consistent with the Approved American National Standard (ANSI) Pruning.
- H. The pruning, trimming, shaping, alteration, and/or removal will not occur during the Breeding and Nesting Season unless permitted by the Director pursuant to Section 4-13.04 (Breeding and Nesting Season).

4-13.06 Permits.

- ~~(a) Application processing. An application for a permit shall be made in writing to the Department of Public Works and shall contain the number and locations of trees or heritage trees to be affected and a statement of the reasons for removal or reasons for other work desired, as well as such other pertinent information as the Public Works Department may require which may include a discussion of the need for the work by a qualified arborist. In the case of subdivisions, such information shall be part of the~~

~~subdivision filing pursuant to subsection (c) of this section. No permit is required for the removal of nuisance trees.~~

~~Said application shall be accompanied by the appropriate fee, the amount of which shall be determined by resolution of the Town Council.~~

~~Once the Public Works Department has found the application to be complete, the department shall notify in writing each property owner within 300 feet, of the applicant property, that a tree permit is being considered for approval, indicating that an administrative hearing shall be held if objections are received. The date for the administrative hearing shall be set a minimum of ten (10) days from the date of the hearing notice. At the administrative hearing, information and testimony regarding the permit application shall be reviewed and the disposition of the permit application will be made based on the following considerations:~~

- ~~(1) The condition of the trees or heritage trees with respect to disease, danger of falling, proximity to existing structures, and interference with utility services;~~
 - ~~(2) The necessity of the contemplated work to allow the economic enjoyment of the property;~~
 - ~~(3) The topography of the land and the effect of the contemplated work on erosion, soil retentions, and the diversion of increased flows of surface water;~~
 - ~~(4) The general effect of the contemplated work on property values in the area; and~~
 - ~~(5) Good forestry practices. A permit shall be issued unless the Parks Department Arborist finds, after an inspection and the securing of such expert advice deemed necessary, and making the foregoing determinations, that the trees affected are of a size, type, condition, and location and in such surroundings that the contemplated work would significantly frustrate the purposes of this chapter.~~
- ~~(b) Emergency conditions. In the event of any emergency in which a particular tree or heritage tree causes an immediate hazard or dangerous condition, such tree may be removed or cut back by permission of the Public Works Director, the Chief of Police, or Chief of the Fire Department or their respective department representatives without following the above described permit procedure.~~
- ~~(c) Subdivisions. All subdivision maps filed shall designate clearly the location, size, and type of any trees and heritage trees scheduled for removal. In addition, heritage trees shall be located on the tentative map, that is, submitted to the Planning Commission for approval. The approval of the improvement plans, as required by the subdivision provisions, of this Code and State law shall constitute a permit to cut, remove, or change the soil level around any tree so particularly designated on such plans.~~
- ~~(d) Utilities and town departments. A public utility subject to the jurisdiction of the Public Utility Commission of the State and the Department of Public Works and the Parks Department of the Town may apply for a general permit to prune trees as may be~~

~~necessary to maintain the safe operation of the utility business or, in the case of a Town Department, necessary to maintain traffic safety or the safe public use of public property. Such general permit shall not apply to any heritage tree or elm tree nor shall it allow the cutting, destruction, or removal of any tree, nor shall it allow changing the soil level around any tree. Such general permit shall require that pruning be performed under the supervision of a licensed tree surgeon or a landscape architect named therein. Such permit may be good for an indefinite period of time and may be revoked at any time for cause by the Public Works Director.~~

- ~~(e) Posting of permit. Work requiring a permit shall not be commenced until the permit holder or his agent shall have posted in a conspicuous place in the front of the premises a copy of the permit. This permit copy shall be maintained in such position by the permit holder until all permit work is complete and approval has been granted by the building official.~~

~~(Ord. 889, eff. November 12, 1987, as amended by Ord. 1020, eff. May 10, 2001)~~

4-13.08 Tree Replacement

Unless otherwise specified by the Director, or Planning Commission, or Town Council, a Tree Replacement Plan utilizing native and drought resistance landscaping and replacement trees shall be required at the following ratios:

- A. A tree in good or excellent condition and structure shall be replaced on a one to-one trunk diameter basis. (Example: 1 21" DBH tree in good or excellent condition must be replaced with new trees totaling 21" trunk diameter).
- B. A tree in fair or marginal condition or structure shall be replaced on a three to-one trunk diameter basis. (Example: a 21" DBH tree in fair or marginal condition must be replaced with new trees totaling 7" trunk diameter).
- C. A tree in poor condition or creating a hazard to a building and/or structure or is identified as a fire hazard, shall be replaced with 2 inches replacement trunk diameter.

Inches of replacement tree may be translated into standard nursery planting sizes using the following formulas:

- 1) 24" box replacement tree = 2-inch replacement trunk diameter
- 2) 36" box replacement tree = 3-inch replacement trunk diameter
- 3) 48" box replacement tree = 4-inch replacement trunk diameter

If native species are removed, replacement trees shall preferably be of the same species or a species native to those lands that now constitute the Town of San Anselmo. Replacement trees should be the same mature size as the trees that have been removed unless the Director recommends otherwise based on specific site circumstances. In any case, the replacement tree(s) shall not be a fire hazard. If there is a conflict between arborists regarding the condition or structure of a tree, the Town Arborist decision shall be upheld. The Director, Planning

Commission, or the Town Council may reduce the number of replacement trees or the tree replacement ratio, as applicable, if the reduction will not negatively impact the environmental functions and value of the urban forest or the aesthetic values of the community.

D. The applicant shall complete tree replacement within ninety (90) days of tree removal unless the Town has approved a longer time. Failure to plant the required tree replacement may subject the property owner to Administrative Penalties under Section 4-13.13 (Violations-Penalties) until the replacement trees are planted.

E. Alternatives to tree replacement. If onsite tree replacement is not feasible or desirable due to physical constraints or lack of adequate space on site, fire safety requirements, or tree canopy separation requirements, the applicant may instead make a payment an in-lieu fee to the Town for provision of off-site trees equivalent to the trunk diameter required in Section 4-13.08 and related improvements, or for the addition or the replacement of trees or vegetation on private or public property (where necessary) located within the Town if approved by the Planning Commission, with advice from the Director. The Town Council shall establish the amount of the in-lieu fee by resolution.

F. Landscape restoration or screening. The Director, Planning Commission, or the Town Council may consider other measures, both on private and/or public property, designed to mitigate loss of trees or vegetation, such as screening shrubs, native shrubs, groundcover, and related improvements, if tree replacement is not feasible. In any case, the replacement vegetation shall not include a tree that is identified as a fire hazard.

4-13.07 Appeals.

~~Any decision made by the Parks Department Arborist or the Public Works Department may be appealed to the Town Council. Such appeal shall be processed by using the appeals procedure established for Planning Commission appeals in Title 10 of this Code.~~

~~(Ord. 889, eff. November 12, 1987, as amended by Ord. 1020, eff. May 10, 2001)~~

4-13.09 Establishment of Tree Fund

The Town shall establish a Tree Fund to further the purposes set forth in this Chapter.

A. The following sources may be deposited into the Tree Fund:

1. All funds (e.g., in lieu fees) received pursuant to Title 4, Chapter 9 and Chapter 13.
2. Agreed-upon restoration payment or settlement in lieu of penalties.
3. Donations and grants for tree planting purposes.
4. Other funds allocated by the Town Council.

B. The Town shall administer and use the Tree Fund for the following purposes:

1. Purchasing, planting, and maintaining trees within the Town.
2. Acquiring, maintaining, and preserving trees within the Town to remain in a naturalistic state in perpetuity.

3. Performing and maintaining a Town-wide tree inventory.
4. Educating residents and developers on the preservation, care, maintenance, benefits and value of trees within the Town of San Anselmo.
5. Supporting programs for the purpose of increasing the tree canopy within the Town of San Anselmo as approved by the Town Council.
6. For trees in parks or open space as recommended and approved by the Parks and Recreation or Open Space Committees.

4-13.10 Denial of incomplete or inactive applications.

The Director may administratively deny without prejudice any application which remains incomplete or inactive for a period of greater than ninety days or is continued at the applicant's request for more than sixty (60) days.

4-13.11 Expiration.

Failure to complete tree alteration or removal within six months from the date of approval will cause Tree Permit approval to expire without further notice unless an extension is granted by the Director.

4-13.12 Appeals.

Any decision may be appealed by following the procedures described in Section 1-4.01 of the San Anselmo Municipal Code.

4-13.13 Violations- Penalties.

- A. Violation Constitutes a Nuisance. It is declared that any violation of the provisions of this chapter shall, in addition to any other remedy, constitute a public nuisance, and such nuisance may be abated as provided by law.
- B. Civil Penalties. Any person who alters or removes a tree in the town, causes a tree to be altered or removed, or fails to observe approved tree protection conditions in violation of the provisions of this Chapter may be held liable for compensation to the town in the amount of one thousand dollars (\$1,000) per day for each such action and day the violation occurs. Such a person shall include, but not be limited to, the property owner and the contractor removing the tree. A maximum civil penalty of one hundred thousand dollars (\$100,000) exclusive of administrative costs, attorney's fees and arborist fees, shall be assessed per incident lasting 100 days or more from the initial date of the violation until it is corrected. In addition, such person shall be responsible to undertake pruning and other remedial action the Town determines reasonably necessary to protect public safety and property, and to help the tree survive the tree alteration. If the natural habit of growth of the tree is destroyed, the Town may require the violator to remove the altered tree and install a replacement tree. Tree Replacement criteria shall be consistent with section 4-13.08. As an alternative, any person who alters or removes a tree in the Town, causes a tree to be altered or removed, or fails to

observe approved tree protection conditions in violation of the provisions of this Chapter may be liable to the Town in an amount equal to the appraised value of the tree.

- C. Any person violating this ordinance shall be notified in writing that the Town Council will hold a public hearing to establish the amount of the civil penalty. The Council may accept the replanting of a comparable size and number of replacement trees, as determined appropriate by the Planning Commission with advice from the Director, to correct the violation. In such a case, the maximum civil penalty may be based on the number of days from date of the violation until the replanting date.
- D. Unpaid compensation due to the Town by a property-owner because of violation of the provisions of this Chapter shall become a lien against the property on which the work is performed and shall be subject to the same penalties and the same procedure and sale in case of delinquency as provided for ordinary municipal taxes. All laws applicable to the levy, collection and enforcement of municipal taxes shall be applicable to such special assessment. Any person violating this ordinance shall also be responsible for reimbursement to the Town for its administrative, legal and arborist costs associated with the violation.
- E. Forfeiture of Business License. In addition to those penalties described in section 4-13.13(b), any contractor who removes, relocates, or alters a tree in violation of the provisions of this Chapter shall forfeit the respective Town business license for a period of two years from the date of the violation. An application for a Tree Permit shall be accompanied by an application fee as shall be established by the Town Council by resolution.

4-13.08 Penalty provisions.

~~Any person violating any of the provisions of this chapter shall be guilty either of an infraction or a misdemeanor shall be subject to the penalties prescribed by this Code.~~

~~(Ord. 889, eff. November 12, 1987, as amended by Ord. 1020, eff. May 10, 2001)~~

SUMMARY OF TOWN'S TREE PROTECTION POLICIES SINCE INCORPORATION

General Information- Context

March 30, 1907: Election to Incorporate San Anselmo. 83 for and 79 against

April 18, 1907: First Town Meeting with the Board of Trustees (now formally known as the Town Council).

Tree Protection Policies

July 25, 1907: Adoption of [Ordinance No. 17](#), Ordinance Providing for the Protection of Trees.

Summary: Unlawful for any trees located in the street to be cut, girdled, or trim or to hitch horses or other animals to said trees. Fine of \$10 dollars or imprisonment in the County Jail.

January 23, 1962: [Ordinance No. 477](#), Ordinance relating to the planting, protecting, regulations and control of trees in, upon, or along public streets, sidewalks and walkways within the City of San Anselmo.

Summary: City Engineer, under the direction of the City Administrator authorized to supervise all matters relating to trees now planted and hereafter planted upon or within public streets, sidewalks, and walkways. Established first Tree Permit, prohibited persons from planting any trees within the public streets, sidewalk, or walkways unless approved by the City Engineer, requirements for distance between trees, tree protection related to construction activities, or attaching electrical wires to any tree within the public street, sidewalk, or walkways.

January 10, 1967: [Ordinance No. 543](#), Ordinance regulating the removal or destruction of trees on undeveloped private property (Title 4, Chapter 13, Private Trees).

Summary: Added purpose, established the definition of "Tree" (14-inches in circumference measured at 24-inches above ground level), established definition for "Undeveloped Parcel", required Tree Permit for the removal or destruction of any tree on private property, the City Administrator was designated the review

authority to grant permits, established criteria to grant approval of the Tree Permit, and established an Appeal process related to the Tree Permit.

November 9, 1976:

[Resolution No. 1684](#), Listing “Junk” trees as being exempted from the Heritage Tree definition.

Summary: “Junk” trees are acacia, buckeye, eucalyptus, plum, and privat.

October 13, 1987:

[Ordinance No. 889](#), Ordinance to Repeal and Replace Sections 4-13.05 and 4-13.06 Title 4, Chapter 13, Private Trees.

Summary: Replaced Section 4-13.05 with new regulations for Elm Tree pruning due to spread of Dutch Elm Disease. Replaced Section 4-13.05 by expanding on the Tree Permit application processing requirements, including reassigning the review authority to the Department of Public Works, adding neighbor notification (300 feet), amended criteria to approve a Tree Permit, amended the Subdivision section to require heritage trees to be placed on subdivision maps submitted for Planning Commission approval, amended the emergency conditions language, amended the subdivision language, added new directional information on “Natural Target Pruning”, added new section regarding a General Permit to prune trees for public utilities and the “Park and Recreation Department”, added new section to require the posting of tree permits with the Building Official signing off on the Tree Permit once the work is completed, amended the appeals section and added a new penalty provisions section.

November 9, 1999:

[Resolution No. 3493](#), Establish a Tree Advisory Committee to Review Policies and Infrastructure related to trees in San Anselmo.

Summary: Tree Advisory Committee established.

July 11, 2000:

[Resolution No. 3518](#), Requesting the Governor Proclaim a State of Local Emergency to obtain state and federal assistance related to dying oak trees related to fire hazards.

April 10, 2001:

Ordinance No. 1020, Ordinance to amend Title 4, Chapter 9 (Street Trees) and Chapter 13 (Private Trees).

Summary: Chapter 9, Street Trees, was amended to require the “Parks Department Arborist”, under the direction of the Public Works Director and the Town Administrator, to supervise all matters related to trees within the public streets, sidewalks, and walkways, established a Council appointed advisory committee of 2 or more persons, outlined approval/permit requirements, planting distances, prohibited the location of any paving material or weed killer within 2-feet of a tree, and established any violation of the regulations would constitute a public nuisance.

Chapter 13, Private Trees, was amended to amend the definition of a “Tree” (7-inches or greater at 4.5 feet above the ground), established a new definition of “Heritage tree” (22-inches or greater at 4.5 feet about the ground, established a new section to require a Tree Permit for Undeveloped Parcels, established a new section to require a Tree Permit for Developed Parcels, added a section related to Diseased Trees, amended the Tree Permit section, including criteria, retained appeals and penalty provisions section. The Public Works Department is the review authority with guidance from the Parks Department Arborist regarding “Good forestry practices”. The Public Works Director has the ability to revoke a General Permit for utility company and Parks Department tree pruning (removal or destruction of tree is prohibited under the General Permit). The Building Official signs on the on the completed Tree Permit.

July 27, 2001:

Resolution No. 3552, Listing of Nuisance Trees as being exempted from the Heritage Tree definition.

Summary: The term “Nuisance” trees replaced “Junk” trees, and Monterey Pine trees were added and Buckeye trees were removed from the list.

***** Meeting Excerpt *****

TOWN OF SAN ANSELMO

Minutes of the Town Council Meeting of November 12, 2019

Note: These are summary action minutes only. The video item can be accessed by clicking the item.

1. 7:00 p.m. Call to order and Pledge of Allegiance.

Present: John Wright, Brian Colbert, Matt Brown, Alexis Fineman

Absent: Ford Greene

8. Review Town Tree ordinance and provide direction for staff.

Item 8 - Staff Report

Item 8 - Attachment 1 - Resolution 3552

Item 8 - Attachment 2 - Tree Application

Item 8 - Attachment 3 - Notice

Public Works Director Condry presented the staff report. Condry spoke about the tree ordinance and the language. The town code identifies 3 types of trees as street trees, trees on undeveloped property and heritage trees. Condry clarified what the specifications are for each of the trees. Condry proposed that 2 more types be added to the nuisance list, liquid ambers and magnolia trees. Condry stated that PG&E has a state mandate that overrides the Town ordinance and procedures.

Mayor Brown asked Condry which trees can be cut without a permit. Condry responded.

Councilmember Fineman asked how the measurements are taken for the trees and favors circumference rather than diameter.

Public Comment open.

A Lansdale Avenue resident expressed concern about property value with heritage trees being cut down.

Public Comment closed.

Councilmember Wright expressed concern that the stock of tree in San Anselmo is under threat.

Councilmember Fineman stated that she would be open to looking at the tree ordinance for more clarification, more biodiversity and more definitions.

Condry suggested a subcommittee.

Councilmembers Wright and Fineman would like to coordinate a subcommittee.

13. Adjourn.

Respectfully submitted,

Heather Lenehan