



## AGENDA

SAN RAFAEL CITY COUNCIL - MONDAY, MAY 6, 2024

REGULAR MEETING AT 6:00 P.M.  
San Rafael City Council Chambers  
1400 Fifth Avenue, San Rafael, CA 94901

### Watch Online:

Watch on Zoom Webinar: <https://tinyurl.com/cc-2024-05-06>

Watch on YouTube: [www.youtube.com/cityofsanrafael](http://www.youtube.com/cityofsanrafael)

Listen by phone: (669) 444-9171

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This meeting will be held in-person. This meeting is being streamed to YouTube at [www.youtube.com/cityofsanrafael](http://www.youtube.com/cityofsanrafael).

How to participate in the meeting:

- You are welcome to come to the meeting and provide public comment in person. Each speaker will have 2-minutes to provide public comment per agenda item.
- Submit your comments by email to [city.clerk@cityofsanrafael.org](mailto:city.clerk@cityofsanrafael.org) by 4:00 p.m. the day of the meeting.

If you experience technical difficulties during the meeting, please contact [city.clerk@cityofsanrafael.org](mailto:city.clerk@cityofsanrafael.org).

### OPEN SESSION

1. None.

### CLOSED SESSION

2. Closed Session: - None.

### CITY MANAGER AND COUNCILMEMBER REPORTS:

(including AB 1234 Reports on Meetings and Conferences Attended at City Expense)

3. City Manager and Councilmember Reports:

### CONSENT CALENDAR:

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

4. Consent Calendar Items:

- a. **Approval of Minutes**

Approve Minutes of the Special and Regular City Council Meetings of April 15, 2024 (CC)  
*Recommended Action - Approve minutes as submitted*

- b. **Ordinance Regulating Camping on Public Property**

Final Adoption of Ordinance 2035: An Ordinance of the City Council of the City of San Rafael Amending Chapter 19.50 to the San Rafael Municipal Code, Entitled "Camping on Public Property" Regulating Camping on Public Property Within the City of San Rafael (CED)

**c. Proclamations**

Proclamations Supporting:

- i. Older Americans Month
- ii. Wildfire Preparedness Month
- iii. Public Service Recognition Week,
- iv. Asian American, Native Hawai’ian and Pacific Islander Heritage Month
- v. Jewish American Heritage Month
- vi. Arab American Heritage Month
- vii. National Police Week

*Recommended Action – Receive and file*

**d. First Responder Counseling Services Agreement Amendment**

Authorize the City Manager to Enter into the Second Amendment to the Professional Services Agreement with Public Safety Family Counseling Group, Inc. in the Amount Not to Exceed \$30,000, For a Total Not to Exceed Amount Under the Agreement of \$150,000 (HR)  
*Recommended Action – Authorize the City Manager to enter into a Second Amendment to the Professional Services Agreement with Public Safety Family Counseling Group, Inc. for first responder counseling services, in an amount not to exceed \$30,000, increasing the total not to exceed amount under the agreement to \$150,000; and Authorize a supplemental budget appropriation with Employee Benefits Fund (Fund 604) in an amount not to exceed \$30,000*

**e. Public Art Project Proposal to Paint Six (6) Public Utility Boxes Throughout San Rafael**

Approval of the San Rafael Leadership Institute Proposal to Paint Murals on Six (6) Public Utility Boxes Throughout San Rafael (LR)  
*Recommended Action – Approve the San Rafael Leadership Institute proposal to paint murals on six (6) public utility boxes throughout San Rafael*

**f. City Quarterly Investment Report**

Acceptance of City of San Rafael Quarterly Investment Report for the Quarter Ending March 31, 2024 (Fin)  
*Recommended Action – Accept report*

**g. Third Street Rehabilitation Project**

Authorize the City Manager to Enter into the Second Amendment to the Professional Services Agreement with Coastland Civil Engineering for Construction Management and Inspection Services Associated with the Third Street Rehabilitation Project, in an Additional Amount of \$21,280, Increasing the Total Not to Exceed Amount of the Agreement to \$1,569,580 (PW)  
*Recommended Action – Authorize the City Manager to enter into the second amendment to the professional services agreement with Coastland Civil Engineering for construction management and inspection services associated with the Third Street Rehabilitation Project, in an additional amount of \$21,280, increasing the total not to exceed amount of the agreement to \$1,569,580; and Authorize a supplemental budget appropriation with Gas Tax Funds (#206) in an amount not to exceed \$21,280*

**h. Miovision Traffic Camera Service Agreement**

Authorize the City Manager to Enter into an Agreement with Miovision Technologies Incorporated for Traffic Camera Services for Up to Four (4) Years with Up to a Five Percent (5%) Increase Per Fiscal Year of Service and Appropriate \$88,018 to the General Fund for Year One of Service (PW)

*Recommended Action - Authorize the City Manager to enter into an agreement with Miovision Technologies Incorporated ("Miovision") for traffic camera services for up to four (4) years with up to a five percent (5%) increase per fiscal year of service and appropriate \$88,018 to the General Fund for year one of service*

**i. Second Street, Fourth Street and Miracle Mile Intersection Improvements Project**

Authorize the City Manager to Enter into the First Amendment to the Professional Services Agreement with CSW/Stuber-Stroeh Engineering Group, Inc. for Additional Design Services Associated with the Second Street, Fourth Street and Miracle Mile Intersection Improvements Project, in an Additional Amount of \$96,900, Increasing the Total Not to Exceed Amount of the Agreement to \$228,482 (PW)

*Recommended Action - Authorize the City Manager to enter into the first amendment to the professional services agreement with CSW/Stuber-Stroeh Engineering Group Inc. for additional design services associated with the Second Street, Fourth Street and Miracle Mile Intersection Improvements Project, in an additional amount of \$96,000, increasing the total not to exceed amount of the agreement to \$228,482; and*

*Authorize a supplemental budget appropriation with Gas Tax Funds (#206) in an amount not to exceed \$96,900*

**j. City of San Rafael Essential Facilities Construction Project: Fire Stations 54 And 55**

Authorize the City Manager to Enter into the Second Amendment to the Professional Services Agreement with Loving Campos Associates Architects, Inc. for Extended Architectural, Waterproofing Consulting and Construction Administration Services Related to Phase 2 Essential Facilities Projects: Fire Stations 54 and 55, in an Additional Amount of \$120,995, Increasing the Total Not to Exceed Amount of the Agreement to \$451,741 (PW)

*Recommended Action - Authorize the City Manager to enter into the second amendment to the professional services agreement with Loving Campos Associates Architects, Inc. for extended architectural, waterproof consulting and construction administration services related to the Phase 2 Essential Facilities Projects: Fire Stations 54 and 55, in and additional amount of \$120,995, increasing the total not to exceed amount of the agreement to \$451,741; and*

*Authorize a supplemental budget appropriation with Essential Facilities Capital Projects Fund (#420) in an amount not to exceed \$120,995*

**SPECIAL PRESENTATIONS:**

**5. Special Presentations:**

**a. Presentation of Proclamation Supporting Mental Health Awareness Month (CM)**

**OTHER AGENDA ITEMS**

**6. Other Agenda Items:**

**a. Community Development Block Grant (CDBG)**

Resolution Recommending Community Development Block Grant (CDBG) Project Funding for the Fiscal Year 2024-25 to the Marin County Board of Supervisors (CED)

*Recommended Action - Adopt resolution*

### **OPEN TIME FOR PUBLIC EXPRESSION**

The public is welcome to address the City Council at this time on matters not on the agenda that are within its jurisdiction. Please be advised that pursuant to Government Code Section 54954.2, the City 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 two minutes and should be respectful to the community.

### **SAN RAFAEL SUCCESSOR AGENCY:**

#### 1. Consent Calendar:

##### a. **Successor Agency Quarterly Investment Report**

Acceptance of Successor Agency Quarterly Investment Report for the Quarter Ending March 31, 2024 (Fin)

*Recommended Action - Accept report*

### **ADJOURNMENT:**

*Any records relating to an agenda item, received by a majority or more of the Council less than 72 hours before the meeting, shall be available for inspection online and at City Hall, 1400 Fifth Avenue, and placed with other agenda-related materials on the table in front of the Council Chamber prior to the meeting. Sign Language interpreters may be requested by calling (415) 485-3066 (voice), emailing [city.clerk@cityofsanrafael.org](mailto:city.clerk@cityofsanrafael.org) or using the California Telecommunications Relay Service by dialing "711", at least 72 hours in advance of the meeting. Copies of documents are available in accessible formats upon request. To request Spanish language interpretation, please submit an online form at <https://www.cityofsanrafael.org/request-for-interpretation/>.*





## MINUTES

SAN RAFAEL CITY COUNCIL - MONDAY, APRIL 15, 2024

SPECIAL MEETING AT 4:00 P.M.

REGULAR MEETING AT 6:00 P.M.

This meeting will be held in-person. This meeting is being streamed to YouTube at [www.youtube.com/cityofsanrafael](http://www.youtube.com/cityofsanrafael).

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**SPECIAL MEETING AT 4:00 P.M.**

San Rafael Third Floor Conference Room

1400 Fifth Avenue, San Rafael, CA 94901

Watch Online:

Watch on Zoom Webinar: <https://tinyurl.com/spcc-2024-04-15>

Listen by phone: (669) 900-9128

ID: 867-1102-4834#

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Present: Councilmember Bushey  
Vice Mayor Hill  
Councilmember Kertz  
Councilmember Maika Llorens Gulati  
Mayor Kate

Absent: None

Also Present: City Clerk Lindsay Lara

Mayor Kate called the meeting to order at 4:01 p.m. All members of the City Council were present.

Mayor Kate invited public comment; however, there were none.

### 1. Marin Commission on Aging Interviews

**Interview Applicants and Make an Appointment to Fill One Three-Year Term to the End of June 2027 on the Marin Commission on Aging as the San Rafael Representative Due to the Expiration of Term of Salamah Locks (CC)**

The City Council interviewed the following applicants: Joan Clemmons and My Nguyen.

Mayor Kate called a recess at 4:19 p.m. and called the meeting back to order at 4:25 p.m.

Councilmember Bushey moved and Councilmember Kertz seconded to appoint Joan Clemmons to the Marin Commission on Aging, San Rafael Representative to the end of June 2027.

**2. ADA Access Advisory Committee Interviews  
Interview Applicants and Make Appointments to Fill Two Four-Year Terms to the End of April 2028 on the ADA Access Advisory Committee Due to the Expiration of Terms of Ashley Tomerlin and Timothy Lord (CC)**

The City Council interviewed Ashley Tomerlin. Jaimi Vigil did not attend the interview. Gerrod Herndon withdrew from the interview process. Staff will conduct a recruitment for the vacancy.

Councilmember Llorens Gulati moved and Councilmember Kertz seconded to appoint Ashley Tomerlin to the ADA Access Advisory Committee to the end of April 2028.

Mayor Kate adjourned the special meeting at 4:50 p.m.

**OPEN SESSION - THIRD FLOOR CONFERENCE ROOM - FOLLOWING SPECIAL MEETING**

- 1. Mayor Kate announced Closed Session items.

**CLOSED SESSION - THIRD FLOOR CONFERENCE ROOM - FOLLOWING SPECIAL MEETING**

- 2. Closed Session:
  - a. Conference with Labor Negotiators - Government Code Section 54957.6  
Lead Negotiators: Timothy L. Davis and Allison B. Hernandez (Burke, Williams & Sorensen)  
Agency Designated Representatives: Cristine Alilovich, Paul Navazio, Marissa Sanchez, and Angela Robinson Piñon  
Employee Organizations: San Rafael Police Mid-Management Association; Public Employee Union, Local 1; San Rafael Firefighters' Association; San Rafael Police Association; SEIU Local 1021; Western Council of Engineers; San Rafael Fire Chief Officers' Association; San Rafael Police Mid-Management Association; San Rafael Fire Chief Officers' Association; San Rafael Mid-Management Employee Association; Unrepresented Executive Management

**REGULAR MEETING AT 6:00 P.M.  
San Rafael City Hall, Council Chambers  
1400 Fifth Avenue, San Rafael, CA 94901**

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ID: 860-6190-5675#  
One Tap Mobile: +16694449171,,86061905675# US**

- Present:** Councilmember Bushey  
Vice Mayor Hill  
Councilmember Kertz  
Councilmember Llorens Gulati  
Mayor Kate
- Absent:** None
- Also Present:** City Manager Cristine Alilovich  
City Attorney Rob Epstein  
City Clerk Lindsay Lara

Mayor Kate called the meeting to order at 6:03 p.m. and invited City Clerk Lindsay Lara to call the roll. All members of the City Council were present.

City Attorney Robert Epstein announced there was no reportable action in the Closed Session held prior to the regular meeting.

Mayor Kate provided opening remarks which included gratitude to City staff and a land acknowledgment.

City Clerk Lindsay Lara announced there would be Spanish language interpretation for the meeting, informed the community that the in-person meeting would also be recorded and streamed live to YouTube and through Zoom. She noted the two-minute timer for public comment and closed captioning on Zoom.

**CITY MANAGER AND COUNCILMEMBER REPORTS:**  
**(including AB 1234 Reports on Meetings and Conferences Attended at City Expense)**

3. City Manager and Councilmember Reports:

City Manager Cristine Alilovich announced:

- Police Advisory and Accountability Committee meeting to be held on April 17 at 6:00 p.m. at City Hall
- Earth Day Cleanup to be held on April 20 at Pickleweed Park from 10 a.m. to noon
- Downtown Clean & Green Day to be held on April 22 from 10 a.m. to noon
- Special Climate Change Action Plan community forum to be held on April 23 at Transportation Authority of Marin (TAM), 900 Fifth Avenue from 5-6:30 p.m.

City Councilmember Reports:

- Vice Mayor Hill reported on the Fairhills annual meeting, a Marin County Council of Mayors and Councilmembers (MCCMC) meeting and a Finance Subcommittee meeting.
- Councilmember Bushey reported on a Marin Transit Board meeting and a Central Marin Sanitation Agency Board meeting.
- Councilmember Llorens Gulati reported on a MarinCAN board meeting and the memorial for Olivia Beltran.
- Mayor Kate reported on SMART, a Transportation Authority of Marin (TAM) meeting, a Bicycle Pedestrian & Advisory Committee (BPAC) meeting and her interview with CBS Sunday Morning, to air on April 21.

Mayor Kate invited public comment; however, there was none.

**CONSENT CALENDAR:**

Mayor Kate announced item 4.h would be removed from the Consent Calendar.

Mayor Kate invited public comment on the remainder of the Consent Calendar items; however, there was none.

Vice Mayor Hill moved and Councilmember Llorens Gulati seconded to approve the remainder of the Consent Calendar subject to the correction of the clerical error of an event date listed in the staff report of item 4.e.

4. Consent Calendar Items:

- a. **Approval of Minutes**  
**Approve Minutes of the Special and Regular City Council Meetings of April 2, 2024 (CC)**  
*Approved minutes as submitted*
- b. **Bicycle and Pedestrian Advisory Committee Appointment**  
**Appointment of Christian Kuhn as Alternate Member on the Bicycle and Pedestrian Advisory Committee to the End of April 2028 Due to the Resignation of Anne Coyne (CC)**  
*Approved appointment*
- c. **Pickleweed Branch Library Re-Design Project**  
**Authorize the City Manager to Enter into a Professional Services Agreement with Jayson Architecture P.C. for Architectural, Engineering and Interior Design Services for the Pickleweed Branch Library in the Amount Not to Exceed \$251,210 (LR)**  
*Authorized the City Manager to enter into a Professional Services Agreement with Jayson Architecture P.C. in the amount not to exceed \$251,210*
- d. **B Street Culvert Replacement Project**  
**Award of Construction Agreement to Maggiora & Ghilotti, Inc. and Appropriation of \$480,000 for the B Street Culvert Replacement Project (PW)**  
*Awarded the construction agreement for the B Street Culvert Replacement Project, City Project No. 11380, to Maggiora & Ghilotti, Inc. in the amount of \$414,770; Authorized the City Manager to execute the construction agreement up to the amount of \$480,000, including contingency funds of \$65,230; Authorize appropriation of \$480,000 for the B Street Culvert Replacement Project from available Gas Tax funds (Fund 206); and Approved the plans and specifications for the B Street Culvert Replacement Project, City Project No. 11380, on file in the Department of Public Works*
- e. **Approval for Special Event Street Closures in San Rafael**  
**Resolution Authorizing the Temporary Closure of Streets in San Rafael for Special Events for Calendar Year 2024 (PD)**  
*Resolution 15282 - Resolution Authorizing the Temporary Closure of Streets in San Rafael for Special Events for Calendar Year 2024*
- f. **First Amendment to the Professional Services Agreement with Kimley-Horn and Associates, Inc. for Final Design of the Grand Avenue Cycle Track Project**  
**Authorize the City Manager to Negotiate and Enter into a First Amendment to the Professional Services Agreement with Kimley-Horn & Associates, Inc. for Engineering Design Services Associated with the Grand Avenue Cycle Track Project, in an Additional Amount of \$86,150, Increasing the Total Not to Exceed Amount of the Agreement to \$161,040 (PW)**  
*Authorized the City Manager to Negotiate and Enter into a First Amendment to the Professional Services Agreement with Kimley-Horn & Associates, Inc. for Engineering Design Services in an Additional Amount of \$86,150, Increasing the Total Not to Exceed Amount of the Agreement to \$161,040*
- g. **Grant Award from the State Coastal Conservancy for People of The Canal Public Art Project**  
**\*\*\*Item Removed from the Agenda\*\*\***

AYES: Councilmembers: Bushey, Hill, Kertz, Llorens Gulati & Mayor Kate  
NOES: Councilmembers: None  
ABSENT: Councilmembers: None

h. [Public Art Project Proposal for Mural at Albert J. Boro Community Center](#)  
**The Canal Arts Proposal to Install a Public Art Mural at the Albert J. Boro Community Center (LR)**

Craig Veramay, Assistant Library & Recreation Director introduced the item.

Mayor Kate invited public comment.

**Speakers:** Lorelle Ross, Federated Indians of Graton Rancheria, Matt Johnson, Federated Indians of Graton Rancheria, Rich Storek, The Canal Arts, Marina Palma and Irene de Leon

Councilmember Llorens Gulati moved and Councilmember Kertz seconded to approve the Canal Arts public art proposal to paint a mural on the exterior of the Albert J. Boro Community Center and authorize the City Manager to enter into a license agreement with Rich Storek (dba The Canal Arts).

AYES: Councilmembers: Bushey, Hill, Kertz, Llorens Gulati & Mayor Kate  
NOES: Councilmembers: None  
ABSENT: Councilmembers: None

*Approved the Canal Arts public art proposal to paint a mural on the exterior of the Albert J. Boro Community Center and authorize the City Manager to enter into a license agreement with Rich Storek (dba The Canal Arts)*

**SPECIAL PRESENTATIONS:**

5. Special Presentations:

Mayor Kate invited public comment; however, there was none.

a. **Presentation from Transportation Authority of Marin Regarding the 101/580 Multi Modal and Local Access Improvement Project (PW)**

Anne Richman, Transportation Authority of Marin (TAM) and Connie Fremier, TAM gave a presentation.

TAM staff responded to questions from the City Council.

Councilmembers provided comments.

**PUBLIC HEARINGS:**

6. Public Hearings:

a. [Anti-Displacement Urgency Ordinance and Temporary Relocation Assistance for the Canal Opportunity Zone](#)

## Implementation of Temporary Anti-Displacement Measures in the Canal Opportunity Zone (CED)

Micah Hinkle, Community and Economic Development Director introduced Alexis Captanian, Housing Manager who presented the Staff Report.

Staff responded to questions from the City Council.

Mayor Kate invited public comment.

**Speakers:** Al Vetere, Aaron Burnett, Canal Alliance, Tahirah Dean, Public Advocates, Kris Parra, Name withheld, Voces del Canal, Irene de Leon, Voces del Canal, Andrew Ellsworth, Community Action Marin, Gina Guillemette, Community Action Marin, Lucy Hollingsworth, Legal Aid of Marin, Darlin Ruiz, Omar Carrera, Canal Alliance, Cruz Vargas, Voces del Canal, Ethan Strull, Legal Aid of Marin and Marin Democratic Socialists of America, Yolanda Oviedo, Canal Alliance, Marina Palma, Renters Association on 400 Canal, Luis Martinez, 400 Canal Tenant Association, Luis Oxlaj, Jack Buckhorn, North Bay Labor Council and Robbie Powelson

Staff responded to questions from the community.

Councilmembers provided comments.

Councilmember Llorens Gulati moved and Councilmember Kertz seconded to adopt an urgency ordinance amending Chapter 10.105 of the San Rafael Municipal Code, entitled "Cause Required for Eviction", and amending Chapter 10.111 of the San Rafael Municipal Code, entitled "Relocation Assistance in Opportunity Zones.

AYES: Councilmembers: Bushey, Hill, Kertz, Llorens Gulati & Mayor Kate  
NOES: Councilmembers: None  
ABSENT: Councilmembers: None

*Adopted an urgency ordinance amending Chapter 10.105 of the San Rafael Municipal Code, entitled "Cause Required for Eviction", and amending Chapter 10.111 of the San Rafael Municipal Code, entitled "Relocation Assistance in Opportunity Zones*

Councilmember Llorens Gulati moved and Vice Mayor Hill seconded to adopt a resolution amending Resolution 14895 to include temporary relocation assistance payment amounts and administrative processing fee pursuant to San Rafael Municipal Code Chapter 10.111 – Relocation Assistance in Opportunity Zones.

AYES: Councilmembers: Bushey, Hill, Kertz, Llorens Gulati & Mayor Kate  
NOES: Councilmembers: None  
ABSENT: Councilmembers: None

*Resolution 15283 - Resolution amending Resolution 14895 to include temporary relocation assistance payment amounts and administrative processing fee pursuant to San Rafael Municipal Code Chapter 10.111 – Relocation Assistance in Opportunity Zones*

Mayor Kate called a recess at 8:21 p.m.

Mayor Kate called the meeting to order at 8:30 p.m. and expressed thanks to the interpreters.

b. [Ordinance Regulating Camping on Public Property](#)

**An Ordinance of the City Council of the City of San Rafael Amending Chapter 19.50 to the San Rafael Municipal Code, Entitled “Camping on Public Property” Regulating Camping on Public Property Within the City of San Rafael (CD/CA)**

City Manager Cristine Alilovich commented on the item and introduced Assistant Community Development Director Chriss Hess and Assistant City Attorney Genevieve Coyle who presented the Staff Report.

Staff responded to questions from the City Council.

Mayor Kate invited public comment.

**Speakers:** Name withheld, Robbie Powelson, Anchor Arlen, Jason, Jay Ress, East Bay Tire Company, and Karen Strolia, San Rafael Chamber of Commerce

Staff responded to questions from the community.

Councilmembers provided comments.

Councilmember Kertz moved and Vice Mayor Hill seconded to introduce Ordinance, waive further reading of Ordinance and refer to it by title only.

AYES:	Councilmembers:	Bushey, Hill, Kertz, Llorens Gulati & Mayor Kate
NOES:	Councilmembers:	None
ABSENT:	Councilmembers:	None

The City Clerk read the title of the Ordinance:

An Ordinance of the City Council of the City of San Rafael Amending Chapter 19.50 to the San Rafael Municipal Code, Entitled “Camping on Public Property” Regulating Camping on Public Property Within the City of San Rafael

*Introduced Ordinance, waived further reading of Ordinance and referred to it by title only*

**OTHER AGENDA ITEMS**

7. Other Agenda Items:

a. [Authorize Affordable Housing Trust Fund Award to Include Renovation of Units in an Additional Building at Marin Villa Estates](#)

**Resolution Amending Resolution 15244 Authorizing the Use of Affordable Housing Trust Funds for Renovation of Units in an Additional Building at Marin Villa Estates (CED)**

Mel Burnette, Housing and Homelessness Analyst presented the Staff Report.

Staff responded to questions from the City Council.

Mayor Kate invited public comment.

**Speaker:** Name withheld

Councilmembers provided comments.

Vice Mayor Hill moved and Councilmember Llorens Gulati seconded to adopt a resolution amending Resolution 15244 authorizing the use of Affordable Housing Trust Funds for renovation of units in an additional building at Marin Villa Estates.

AYES: Councilmembers: Bushey, Hill, Kertz, Llorens Gulati & Mayor Kate  
NOES: Councilmembers: None  
ABSENT: Councilmembers: None

*Resolution 15284 - Resolution Amending Resolution 15244 Authorizing the Use of Affordable Housing Trust Funds for Renovation of Units in an Additional Building at Marin Villa Estates*

**OPEN TIME FOR PUBLIC EXPRESSION**

Mayor Kate invited public comment; however, there was none.

**SAN RAFAEL SUCCESSOR AGENCY:**

1. Consent Calendar: - None.

**ADJOURNMENT:**

Mayor Kate adjourned the meeting at 10:16 p.m.

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LINDSAY LARA, City Clerk

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024

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KATE COLIN, Mayor



## ORDINANCE NO. 2035

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN RAFAEL AMENDING CHAPTER 19.50 TO THE SAN RAFAEL MUNICIPAL CODE, ENTITLED "CAMPING ON PUBLIC PROPERTY" REGULATING CAMPING ON PUBLIC PROPERTY WITHIN THE CITY OF SAN RAFAEL

#### SECTION 1. FINDINGS

**WHEREAS**, the purpose of this Ordinance is to enact regulations to address camping in or on public property in the City of San Rafael. The City Council has authority to adopt this Ordinance pursuant to the California Constitution Article XI, section 7; and

**WHEREAS**, the City Council recognizes that camping in the City by persons with no alternative shelter, and the activities often attendant with camping, have created adverse public health, safety, and welfare conditions for the public, including those who live in the City's encampments; and

**WHEREAS**, the City, along with the County of Marin and community partners, has been and is undertaking extensive actions to assist unsheltered persons in the City and region to find shelter and needed services; and

**WHEREAS**, in the case of *Martin v. City of Boise* 920 F.3d 584 (9th Cir. 2019), the federal Court of Appeals for the Ninth Circuit held that the City of Boise's criminal enforcement of its ordinance banning camping on all public property was unconstitutional when applied to individuals who had no alternative shelter available to them; and

**WHEREAS**, while the *Martin v. City of Boise* decision mandates that a city without sufficient alternative shelter may not criminalize the act of sleeping on public property, it does not require a city to allow camping on all public property, and does not prevent a city from prohibiting camping on specified public properties, or enacting other time, place, and manner conditions on camping; and

**WHEREAS**, the City Council recognizes and finds that there are public health and safety hazards and public nuisance activities and conditions frequently associated with camping on public property, and that there are certain public properties where the existence of campsites is incompatible with the necessary use of the property by the public, or where camping presents unacceptable hazards and/or costs to the City's operations and to the public; and

**WHEREAS**, some unsheltered persons in the City live in temporary shelters on public property, such as tents and tarps, and accumulate, store, or leave behind personal property, garbage, waste, and biohazards; and

**WHEREAS**, camping on public property can lead to damage to public property, or hindrance of the operation or protection of public infrastructure and utilities, creating a potential health and safety hazard; and

**WHEREAS**, camping on public property can have a deleterious impact on the public use of public property, businesses, private real property, and economic development within the City; and

**WHEREAS**, in July 2023, the City Council adopted Ordinance No. 2030, setting new spacing and density rules and other restrictions for camping on public property by persons with no alternative shelter available; and

**WHEREAS**, in the case of *Boyd et al. v. City of San Rafael*, N.D. Cal., Case No. 23-cv-04085-EMC (“*Boyd*”), the Court issued a Preliminary Injunction Order under which the City was permitted to enforce Ordinance No. 2030 under Court-modified rules which were operationally impractical to implement, particularly as they involved procedures to administer the Ordinance’s spacing and density requirements; and

**WHEREAS**, by this Ordinance, the City Council seeks to modify the regulations adopted through Ordinance No. 2030 by allowing campsites of up to 200 square feet for one person and 400 square feet for up to 4 persons camping together; eliminating the 200-foot spacing requirement; requiring a 10-foot safety clearance around each campsite and 10-foot setbacks from other campsites, public utility infrastructure, and private real property; specifying enforcement notice and due process requirements; and making other language changes set forth in the Ordinance; and

**WHEREAS**, by amending the City’s camping regulations, the City’s goal is to effectively regulate and enforce camping laws for the health and safety of all of the public, including residents who are experiencing homelessness; and

**WHEREAS**, for the reasons set forth above, this Ordinance is declared by the City Council to be necessary to protect public health, safety, and welfare; preserve public property for the enjoyment and safety of all members of the public; enhance and preserve the orderly administration and management of public property; and preserve, protect, and prevent damage to public resources, and the recitals above taken together constitute the City Council’s statement of the reasons for adopting this Ordinance.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN RAFAEL DOES ORDAIN AS FOLLOWS:**

**SECTION 2. AMENDMENTS TO SAN RAFAEL MUNICIPAL CODE CHAPTER 19.50**

Chapter 19.50 of the San Rafael Municipal Code, entitled “Camping on Public Property”, is hereby amended in its entirety to read as follows:

**Chapter 19.50 – CAMPING ON PUBLIC PROPERTY**

**19.50.010. - Purpose.**

The purposes of this chapter include but are not limited to: protecting public health, safety, and welfare; preserving public property for the enjoyment and safety of all members of the public; enhancing and preserving the orderly administration and management of public property; and preserving, protecting, and preventing damage to public resources. This chapter prohibits conduct that unreasonably interferes with the administration and lawful uses of public property by establishing reasonable time, place, and manner conditions related to camping on public property.

**19.50.020 - Definitions.**

As used in this chapter, the following terms shall have the following meaning:

- A. "Camp" or "Camping" means use of space on public property for living accommodation purposes such as sleeping activities, or making preparations to sleep (including the laying down of bedding for the purpose of sleeping), or storing personal belongings, or using any tents or shelter or other structure or vehicle for sleeping. The above-listed activities constitute camping when it reasonably appears, in light of all the circumstances, that the participants, in conducting these activities, are using the area as a living accommodation regardless of the nature of any other activities in which they may also be engaging.
- B. "Camp facility" means a tent, cot, bed, hammock, vehicle, or other temporary physical shelter.
- C. "Camp paraphernalia" means implements and equipment used for camping, including camp facilities, tarpaulins, mattresses, sleeping bags, bedrolls, blankets, sheets, pillows, and cookware or cooking equipment.
- D. "Campsite" means the primary physical area of occupation of one person camping or up to four persons camping together, inclusive of camp facilities, camp paraphernalia, and personal property.
- E. "Open space property" means any area described in San Rafael Municipal Code Section 19.10.020. The city will maintain on its public website and in hard copy at the City Clerk's office a map of all open space property meeting this definition.
- F. "Playground" means an improved outdoor area designed, equipped, and set aside for children's play in a park or school that is not intended for use as an athletic playing field or athletic court, and also includes any playground equipment, fall zones, surface materials, access ramps, and all areas within and including any designated enclosure and barriers.
- G. "Public facility" means any building or structure on public property, whether secured, unsecured, locked, unlocked, open, or enclosed, as well as any area of public property enclosed by a locked fence.
- H. "Public property" means any real property within the jurisdiction of the City of San Rafael, which is owned, managed, or controlled by the City of San Rafael.
- I. "Public right-of-way" means any area described in San Rafael Municipal Code Section 11.04.020(K).
- J. "Public utility infrastructure" means public bathrooms or infrastructure and equipment used to provide public utility services, including electricity, gas, water, stormwater, telecommunications, and sanitation services.
- K. "School" means any public or private institution of educational learning up to and including grade 12.

- L. "Sidewalk" means any area in the city provided for the use of pedestrians, including planting areas, driveway approaches, and parking strips, between the public vehicular roadway and the edge of public right-of-way bordering, fronting, or adjacent to private real property.
- M. "Store" means to put aside or accumulate for use when needed, to put for safekeeping, or to place or leave in a location.
- N. "Vehicle" means any wheeled conveyance, whether motor-powered or self-propelled, and includes any trailer in tow of any size, kind, or description.

**19.50.030 - Prohibited Camping on Certain Public Property.**

A. Prohibited Camping

1. Open space property. No person or persons shall camp in or on any open space property, or portion thereof.
  2. Parking garages. No person or persons shall camp in or on the premises of any parking garage, or portion thereof, owned or operated by the city.
  3. Public facilities. No person or persons shall camp in or on any public facility, or portion thereof, or in a manner that obstructs, blocks, or otherwise interferes with access to a public facility or private real property.
  4. Playgrounds. No person or persons shall camp within 100 feet of any playground.
  5. Schools. No person or persons shall camp within 250 feet of the property boundary of any school.
  6. Public right-of-way and sidewalks. No person or persons shall camp in or on any public right-of-way or sidewalk, or portion thereof, or in a manner that obstructs, blocks, or otherwise interferes with use of or access to a public right-of-way or sidewalk.
- B. The city council or city manager may, by resolution or administrative order, absolutely prohibit camping, or adopt time, place, or manner conditions on camping, at any time in or on one or more public properties, or portion thereof, where such camping is determined to be a threat to the public health, safety, or welfare.
- C. The city shall maintain on its public website and in hard copy at the city clerk's office a current citywide map of all public property parcels prohibited to camping by subsections (A)(1), (A)(2), (A)(4), (A)(5), and (B) of this section 19.50.030.

**19.50.040 - Prohibited Camping on Other Public Property; Exception.**

- A. No person or persons shall camp in or on public property not listed under Section

19.50.030, or portion thereof, except as set forth below.

- B. Exception. Nothing in this section shall be deemed to prohibit camping on public property that is not listed under Section 19.50.030 when there is no alternative shelter available to the person camping.
- C. When the exception set forth in subsection 19.50.040(B) applies, the following time, place, and manner conditions shall apply:
  - 1. Campsite size and occupancy.
    - a. No campsite occupied by one person shall exceed an area of 200 sq. ft., inclusive of camp facilities, camp paraphernalia, and personal property.
    - b. No campsite occupied by more than one person shall i) exceed an occupancy of four persons or ii) exceed an area of 400 sq. ft., inclusive of camp facilities, camp paraphernalia, and personal property.
    - c. All camp facilities, camp paraphernalia, and other personal property shall be stored and kept within the maximum permitted campsite area.
    - d. Items stored or discarded outside of the maximum permitted campsite area shall be presumed to be unattended personal property or trash or debris and may be stored or discarded according to city policy.
    - e. No person shall establish or occupy more than one campsite.
  - 2. Clearance and setbacks.
    - a. A minimum clearance of 10 feet around all sides of any campsite allowed under this section shall be maintained free and clear of trash, debris, and personal property, including but not limited to camp facilities and camp paraphernalia. Items stored or discarded within the 10-foot clearance area shall be presumed to be unattended personal property or trash or debris and may be stored or discarded according to city policy.
    - b. No campsite may be established or occupied within 10 feet of any other campsite allowed by this section, public utility infrastructure, or private real property, including a fence of such property.
  - 3. Fabric tents, fabric tarps, or other similar non-permanent, removable items may be used for temporary shelter within a campsite, provided they are not affixed or tied to any public property, private real property, vegetation, or infrastructure, except for the use of removable stakes to secure the item to unimproved ground on public property.
  - 4. Removable plastic pallets or sandbags may be used to temporarily raise a tent or other camp facility off of the ground, provided that such items are not affixed or tied to any public property, private real property, vegetation, or infrastructure.

### **19.50.050 – Violations; Enforcement.**

- A. Enforcement of this chapter shall be pursuant to chapters 1.42, 1.44, and 1.46; provided, however, that no person shall be charged with a criminal violation unless their unlawful conduct is knowing or willful.
- B. The city manager or their designee shall be responsible for enforcement of this chapter.
- C. For a first violation of this chapter, the city manager or their designee shall issue a written warning notice to the person violating the chapter, informing that person of the nature of the violation, the actions that are required to be taken to comply with this chapter, the city's guidelines for removal and storage of unattended personal property, the timeframe to come into compliance, and the potential penalties that will apply for future violations.
- D. For violation of section 19.50.040(C)(1)-(2), related to the size, occupancy, and clearance or setbacks of a campsite, the person camping shall be given 3 business days to come into compliance with this chapter. The city manager or their designee shall provide upon request a physical demarcation of the allowed boundary to assist the person camping to comply with this chapter.

### **19.50.060 – Conflict with Other Regulations.**

To the extent that there is any conflict with any other provisions of this code, the standards and regulations of this chapter shall prevail.

### **SECTION 3. COMPLIANCE WITH CEQA**

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

### **SECTION 4. SEVERABILITY**

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

### **SECTION 5. EFFECTIVE DATE AND PUBLICATION**

This Ordinance shall be published once, in full or in summary form, before its final passage, in a newspaper of general circulation, published and circulated in the City of San Rafael and shall

be in full force and effect 30 days after its adoption. If published in summary form, the summary shall also be published within fifteen (15) days after the adoption, together with the names of those Councilmembers voting for or against same, in a newspaper of general circulation published and circulated in the City of San Rafael, County of Marin, State of California.

Within fifteen (15) days after adoption, the City Clerk shall also post in the office of the City Clerk, a certified copy of the full text of this Ordinance along with the names of those Councilmembers voting for and against the Ordinance.

**THE FOREGOING ORDINANCE** was first read and introduced at a regular meeting of the San Rafael City Council on the 15<sup>th</sup> day of April 2024, and was passed and adopted at a regular meeting of the San Rafael City Council on the 6<sup>th</sup> day of May 2024 by the following vote, to wit:

AYES:           COUNCILMEMBERS:  
NOES:           COUNCILMEMBERS:  
ABSENT:        COUNCILMEMBERS:

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KATE COLIN, Mayor

ATTEST:

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LINDSAY LARA, City Clerk

## **SUMMARY OF ORDINANCE NO. 2035**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN RAFAEL AMENDING CHAPTER 19.50 TO THE SAN RAFAEL MUNICIPAL CODE, ENTITLED “CAMPING ON PUBLIC PROPERTY”**

This Summary concerns a proposed ordinance of the City of San Rafael, designated as Ordinance No. 2035, which will amend Chapter 19.50 to the San Rafael Municipal Code. Ordinance No. 2035 is scheduled for adoption by the San Rafael City Council at its regular meeting of May 6, 2024. The City Clerk has been directed to publish this Summary pursuant to City Charter and California Government Code section 36933(c)(1).

### **SUMMARY OF AMENDMENT TO MUNICIPAL CODE**

Ordinance No. 2035 will amend regulations governing camping on public property in the City of San Rafael. Modified spacing and density rules will apply to camping activities by persons with no alternative shelter. The amended regulations will permit campsites of up to 200 sq. ft. for one person and 400 sq. ft. for up to 4 persons camping together. No camping will be allowed within 250 ft. of schools. The ordinance will require a 10-ft. clearance area around each campsite and 10-ft. setbacks from other campsites, public utility infrastructure, and private properties. The ordinance includes a new enforcement section specifying notice and due process requirements. Other existing rules will stay in effect. With these changes, the City’s goal is to effectively regulate and enforce camping laws for the health, safety, and welfare of the public.

Copies of Ordinance No. 2035 are available for public review on the City’s website: <https://www.cityofsanrafael.org>. You may also contact the City Clerk at (415) 485-3066 for information.

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LINDSAY LARA  
San Rafael City Clerk  
Dated: 04/27/24



**City of San Rafael**  
**Proclamation in Recognition of**

**Celebrating Older Americans Month 2024**

**WHEREAS**, May is Older Americans Month, a time for us to recognize and honor San Rafael older adults and their immense influence on every facet of American society; and

**WHEREAS**, the City of San Rafael is home to more than 15,000 residents aged 60 or older, and more than 1,000 residents aged 90 or older, all of whom contribute their strength, wisdom, and experience to our community; and

**WHEREAS**, older San Rafael Residents enrich our families, communities, and economy through diverse life experiences, cultures, and contributions. We all benefit when people of all ages, abilities, and backgrounds are welcomed, included, and supported. The City of San Rafael recognizes the importance of creating a community that supports and provides the services that older residents need to thrive and live independently for as long as possible, and

**WHEREAS**, an objective of the City of San Rafael is to continue to implement the Age-Friendly Strategic Plan, including working with the Age-Friendly Community Partnership to support ageism trainings and activities to address social isolation. The work of the Age Friendly San Rafael Community Partnership helps the City to stay in front of these demographic shifts and continue to ensure older adults in our community are included, supported, and celebrated; and

**WHEREAS**, the theme of Older Americans Month 2024 is *Powered by Connection*, which emphasizes the profound impact of meaningful interactions and social connection on the well-being and health of older adults in our community.

**NOW, THEREFORE, I, KATE COLIN, Mayor of San Rafael, do hereby proclaim the month of May as Older Americans Month in San Rafael.** I urge every resident to recognize the contributions of our older citizens, help to create an inclusive and connected society, and join efforts to support older Americans' choices about how they age in their communities.



**Kate Colin**  
**Mayor**

**City of San Rafael**  
**Proclamation In Recognition of**  
**Wildfire Preparedness Month 2024**

**WHEREAS**, the risk of wildfire in the City of San Rafael, Marin County, the State of California, and now in many areas of North America is a significant concern to community members, City, State, and Federal leaders and Fire Department personnel; and

**WHEREAS**, the voters of Marin County agreed to take action to address the growing threat of wildfire with the passage of Measure C in 2020 and establishment of the joint powers authority known as the Marin Wildfire Prevention Authority; and

**WHEREAS**, the funds from Measure C are used to directly support the San Rafael Wildfire Prevention and Protection Action Plan and annual MWPA workplan, and together staff and residents have made significant strides to reduce community risk; and

**WHEREAS**, addressing wildfire risk requires year-round resident action to create effective defensible space with a “house out approach” to protect lives and prevent ignitions of structures and maintain critical housing for community members; and

**WHEREAS**, Wildfire Preparedness month is an opportunity to emphasize individual action and collaboration to reduce community risk: and

**WHEREAS**, An informed and active community is a proactive and prepared community, and community organizations such as Firewise Communities, Neighborhood Response Groups, and the Community Emergency Response Team make San Rafael more resilient; and

**WHEREAS**, and given the climate, drought conditions, and other factors, hazard mitigation and community preparedness efforts are now required year-round to ensure community safety and resiliency.

**NOW, THEREFORE, I, Kate Colin, Mayor of San Rafael, do hereby proclaim the month of May 2024 as Wildfire Preparedness Month and in doing so, urge all residents and community members to take adaptive wildfire preparation steps to reduce our community’s risk profile and achieve safety related to wildfire.**



Kate Colin  
Mayor

**City of San Rafael**  
**Proclamation in Recognition of**  
**PUBLIC SERVICE RECOGNITION WEEK**  
**May 5 - 11, 2024**

**WHEREAS,** Since 1985, Public Service Recognition Week has been celebrated on the first week of May, beginning on the first Sunday of the month, to highlight and to honor those who have chosen public service through work as federal, state, county, local and tribal government employees; and

**WHEREAS,** this week is a time to educate citizens about the work public servants do and the many ways government services make life better for the American people, at the local level up to the federal level, it is also a time to connect and educate citizens nationwide to the work of their government and to improve the perception and morale of government workers and other public servants; and

**WHEREAS,** Public Service Recognition Week is intended to foster pride among public servants and help inspire a new generation of public servants; and

**WHEREAS,** the City of San Rafael supports and encourages employees to continue building new partnerships with other public agencies, associations, community organizations, and private corporations in order to continue providing efficient and excellent service to our community; and

**WHEREAS,** the City honors our public employees for their dedication and service and acknowledges and appreciates the work they do to ensure the safety of our citizens, improve and preserve public assets, preserve and sustain our neighborhoods and economic vitality, and support and strengthen the quality of life for our residents.

**THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of San Rafael hereby proclaim May 5-11, 2024, as Public Service Recognition Week, and encourages all citizens to recognize the accomplishments and contributions of government employees at all levels – federal, state, county and here in the City of San Rafael.



**Kate Colin**  
**Mayor**

**City of San Rafael**  
**Proclamation in Recognition of**  
**ASIAN AMERICAN, NATIVE HAWAI'IAN, AND PACIFIC ISLANDER HERITAGE MONTH**  
**May 1 - 31, 2024**

**WHEREAS,** First commemorated in 1987 as a week and expanded in 1990 to a full month, Asian American, Native Hawai'ian and Pacific Islander (AANHPI) Heritage Month recognizes, celebrates, and increases awareness of the rich history, contributions, and accomplishments of Asian Americans, Native Hawai'ians, and Pacific Island Americans; and

**WHEREAS,** the month of May was chosen to coincide with two milestones in Asian/Pacific American history: the arrival of the first Japanese immigrants in America on May 7, 1843, and Chinese workers' role in building the transcontinental railroad, completed May 10, 1869; and

**WHEREAS,** there are over 20 million people identifying as Asian Americans, Native Hawai'ians, or Pacific Islanders in the United States, from over 20 different countries of origin or ethnicities, AANHPI Heritage Month celebrates the individual journey of all AANHPI citizens and immigrants in the United States and their unique life experiences, traditions, and cultures; and

**WHEREAS,** the national theme for 2024 is "Advancing Leaders Through Innovation," which pays homage to the visionaries and trailblazers who have shaped AANHPI history and continue to influence in all areas of industry, as AANHPI leaders have made lasting contributions to economic prosperity, technological advancements, and social and political change through ingenuity and creativity while navigating significant cultural and systemic barriers; and

**WHEREAS,** the City encourages everyone to learn more about Asian American, Native Hawai'ian, and Pacific Islander heritage, work to combat racism and xenophobia, and support the next generations of AANHPI community members near and far, as we celebrate and learn during this month.

**THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of San Rafael proclaim May 1-May 31, 2024, as Asian American, Native Hawai'ian, and Pacific Islander Heritage Month, and do hereby reaffirm our shared values of compassion, equity, inclusion, and celebrating diversity and the impacts that AANHPI have had locally and nationally.



A handwritten signature in blue ink, appearing to read "Kate", is written over a horizontal line.

**Kate Colin**  
**Mayor**



**City of San Rafael**  
**Proclamation in Recognition of**  
**JEWISH AMERICAN HERITAGE MONTH**  
**May 1 - 31, 2024**

- WHEREAS,** Jewish Americans have been an important part of the American story and have greatly contributed to all areas of American life and culture since our nation's earliest days; and
- WHEREAS,** Jewish Americans connect to their Jewish identity in a variety of ways, such as culturally, ethnically, religiously, and by following Jewish ethics and values; and with varied and rich histories, countries of origin, specific ethnicities, and a range of religious practices, each bringing a unique perspective to the community from their lived experiences and background; and
- WHEREAS,** Jewish people and communities continue to be faced with prejudice, discrimination, and confront hostility, bigotry, and antisemitism, the City of San Rafael adamantly condemns these actions and asks community members to embrace, learn from, and collaborate with our Jewish community members, and celebrate differences and similarities to our individual selves; and
- WHEREAS,** There is a need for education and policies that are culturally competent when describing, discussing, or addressing the impacts of being Jewish in all aspects of American society, including discourse and policy; and
- WHEREAS,** May is recognized as Jewish American Heritage Month by Presidential Proclamation, the Jewish American experience is a story of faith, fortitude, and progress and one that is connected to key tenets of American identity, including our Nation's commitment to freedom of religion and conscience.

**THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of San Rafael hereby proclaim May 1-31, 2024, as Jewish American Heritage Month in recognition and appreciation of the achievements and contributions made by members of the Jewish community and calls upon all residents to celebrate Jewish Americans who have woven the fabric of our country and community, and support opportunities to learn more about Jewish American history and culture.

**THEREFORE, BE IT FURTHER RESOLVED** that San Rafael will continue efforts to confront antisemitism and other forms of hate impacting the Jewish community, support local education about the diversity of our Jewish American community, and integrate Jewish American culture into future programs, activities, and ceremonies throughout the year.



A handwritten signature in blue ink, appearing to read "Kate", is written over a horizontal line.

**Kate Colin**  
**Mayor**

**City of San Rafael**  
**Proclamation in Recognition of**  
**ARAB AMERICAN HERITAGE MONTH, 2024**

**WHEREAS,** in the nineteenth century, Arab individuals, families, and communities began a noted migration to the United States, from counties including Lebanon, Syria, Jordan, Palestine, Egypt, Morocco, Iraq, Yemen, Tunisia, Algeria, the Gulf countries, and Libya, with approximately 200,000 Arabs living in the United States by 1924; and

**WHEREAS,** they brought to America resilient family values, strong work ethic, dedication to education, diversity in faith and creed, and valuable contributions to virtually every aspect of American society: in medicine, law, business, education, technology, and government, that have added strength to our great democracy; and

**WHEREAS,** with approximately 3.7 million Arabs and Arab Americans living in the United States, Arabs are diverse with their unique countries of origin, own rich histories, cultures, traditions, and perspectives that they share with neighbors and friends, along with their entrepreneurial spirit and community leadership; and

**WHEREAS,** Arab people and communities continue to feel the pressures and traumas of ongoing strife in the Middle East and are faced with prejudice, hostility, bigotry, and persecution for religious beliefs, dress, and practices, the City of San Rafael condemns those actions and asks of community members to embrace, learn from, share with, and celebrate the varied uniqueness of the Arab community; and

**WHEREAS,** April is recognized as Arab American Heritage Month by Presidential Proclamation, we take time now to honor Arab Americans in our community, state, and nation, and Arabs abroad as part of the world diaspora, and recognize their role in the development of America and the continued influence Arab Americans have in all aspects of life; and

**THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of San Rafael, ask community members to engage in opportunities to learn more about and support our Arab American neighbors, friends, and businesses, and to celebrate the achievements and contributions from the Arab community, and to encourage each of us to commit to supporting religious and cultural freedoms.



**Kate Colin**  
**Mayor**

**City of San Rafael**  
**Proclamation in Recognition of**  
**NATIONAL POLICE WEEK 2024**

- WHEREAS, The Congress and President of the United States have designated May 15, 2024, as Peace Officers' Memorial Day, and May 12<sup>th</sup> to 18<sup>th</sup>, 2024 as National Police Week; and
- WHEREAS, the members of the San Rafael Police Department play an essential role in safeguarding the rights and freedoms of all those residing in or visiting San Rafael; and
- WHEREAS, it is important that all residents know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of the Police Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and
- WHEREAS, the men and women of the San Rafael Police Department unceasingly provide a vital public service.

NOW THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of San Rafael call upon all patriotic, civic and educational organizations to observe the week of May 12<sup>th</sup> to the 18<sup>th</sup>, 2024 as National Police Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all residents.

FURTHERMORE, we call upon all residents of San Rafael to recognize Monday, May 15, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty and let us recognize and pay respect to the survivors of our fallen heroes.



  
\_\_\_\_\_  
**Kate Colin**  
**Mayor**



**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

**Department: Human Resources**

**Prepared by: Marissa Sanchez, Human Resources Director**

**City Manager Approval:** \_\_\_\_\_

**TOPIC: FIRST RESPONDER COUNSELING SERVICES AGREEMENT AMENDMENT**

**SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO THE SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH PUBLIC SAFETY FAMILY COUNSELING GROUP, INC., IN THE AMOUNT NOT TO EXCEED \$30,000, FOR A TOTAL NOT TO EXCEED AMOUNT UNDER THE AGREEMENT OF \$150,000**

**RECOMMENDATION:**

1. Authorize the City Manager to enter into a Second Amendment to the Professional Services Agreement with Public Safety Family Counseling Group, Inc. for first responder counseling services, in an amount not to exceed \$30,000, increasing the total not to exceed amount under the Agreement to \$150,000.
2. Authorize a supplemental budget appropriation with Employee Benefits Fund (Fund 604) in an amount not to exceed \$30,000.

**BACKGROUND:**

The City entered into a one-year Professional Services Agreement with Public Safety Family Counseling Group, Inc. on January 20, 2022, for an amount not to exceed \$60,000, to provide specialized professional wellness resources and perform services for San Rafael Police and Fire Department first responders, to aid in managing job-related stressors and assist them for the successful performance of their jobs.

On July 14, 2023, a First Amendment to the Professional Services Agreement was made, extending the Agreement term by one additional year for an amount not to exceed \$60,000 and increasing the total not to exceed under the Agreement to \$120,000.

Through this proposed Second Amendment, the City would extend the Professional Services Agreement with Public Safety Family Counseling Group, Inc., through the end of the current fiscal year, June 30, 2024, for an amount not to exceed \$30,000 and increasing the total not to exceed under the Agreement to \$150,000. The City is currently negotiating a new agreement with the Public Safety Family Counseling Group that would be effective July 1, 2024.

**FOR CITY CLERK ONLY**

**Council Meeting:** \_\_\_\_\_

**Disposition:** \_\_\_\_\_



**ANALYSIS:**

The City desires to provide first responders with the emotional, mental, and wellness support they need to successfully conduct their demanding and often dangerous jobs. The specialized resources provided by Public Safety Family Counseling Group, Inc., are integral to fulfilling this need. Public Safety Family Counseling Group, Inc., is a local service provider with the requisite experience in public safety counseling and wellness. The services provided under this Agreement complement the Employee Assistance Program (EAP) services available to all City of San Rafael employees.

The agreement offers a full range of services, including crisis response and stabilization services for groups and individuals; individual crisis intervention and counseling services; in-house training services for policy development and review; and a variety of additional relevant support for line, supervisory, and management first responders. The City's first responders have utilized these specialized services on various occasions; specific examples include comprehensive onboarding wellness training for new employees and their families, confidential counseling for first responders and their families, regular and ongoing training for new and existing peer support members, all line-level staff, supervisors, and command staff, and elevated crisis response and counseling to manage close calls and line-of-duty death situations.

**FISCAL IMPACT:**

The associated fiscal impact for the second amendment is \$30,000. Funding is available and appropriated in the FY 2023-24 contractual services budget within the Employee Benefits Fund (Fund 604).

**OPTIONS:**

The City Council has the following options to consider on this matter:

1. Authorize the City Manager to enter into the Second Amendment to the Professional Services Agreement and supplemental budget appropriations as recommended.
2. Do not authorize the City Manager to enter into the Second Amendment to the Professional Services Agreement or supplemental budget appropriations and provide further direction to staff.

**RECOMMENDED ACTION:**

1. Authorize the City Manager to enter into a Second Amendment to the Professional Services Agreement with Public Safety Family Counseling Group, Inc. for first responder counseling services, in an amount not to exceed \$30,000, increasing the total not to exceed amount under the Agreement to \$150,000.
2. Authorize a supplemental budget appropriation with Employee Benefits Fund (Fund 604) in an amount not to exceed \$30,000.

**ATTACHMENTS:**

None.



**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

Department: Library and Recreation

Prepared by: Craig Veramay, Assistant Library and Recreation Director

City Manager Approval: \_\_\_\_\_

**TOPIC: PUBLIC ART PROJECT PROPOSAL TO PAINT SIX (6) PUBLIC UTILITY BOXES THROUGHOUT SAN RAFAEL**

**SUBJECT: APPROVAL OF THE SAN RAFAEL LEADERSHIP INSTITUTE PROPOSAL TO PAINT MURALS ON SIX (6) PUBLIC UTILITY BOXES THROUGHOUT SAN RAFAEL**

**RECOMMENDATION:**

Approve the San Rafael Leadership Institute proposal to paint murals on six (6) public utility boxes throughout San Rafael.

**BACKGROUND:**

The City of San Rafael welcomes proposals for the creation and display of public artworks and exhibitions on property that is owned, occupied, or managed by the City. The Public Art Review Board (PARB) has the authority to approve short-term temporary art installations (one-year or less). For long-term installations of greater than one year, the PARB provides recommendations to the City Council, who has the final authority to approve public art project proposals.

The City has established [Public Art Review Guidelines](#) to review public art proposals. These guidelines include careful consideration of project readiness, qualification of artists or groups, project funding, community engagement, maintenance, design, and diversity.

Utilizing the City’s Public Art Review Process, the San Rafael Leadership Institute Class of 2024 has proposed a project called “Art with a Purpose” (Attachment 1). The “Art with a Purpose” proposal is to paint six (6) public utility boxes throughout the City, utilizing existing infrastructure to inspire residents, job seekers, and employers by promoting Chamber of Commerce values, such as sustainability, inclusivity, and equitable opportunities.

**ANALYSIS:**

The San Rafael Leadership Institute (Leadership Institute) is a program of the San Rafael Chamber of Commerce and describes their program as “Marin’s premier leadership program for professionals who seek to hone their capacity to lead, develop a leadership vision, explore current issues, and to better understand the decision-making systems in Marin.” The Leadership Institute provides the opportunity for

**FOR CITY CLERK ONLY**

Council Meeting: \_\_\_\_\_

Disposition: \_\_\_\_\_

participants to experience working with a group of dynamic, diverse professionals from many industries and disciplines. The program brings together many of Marin's policymakers and offers participants the chance to build relationships with key stakeholders in the county.

In March 2024, the Leadership Institute published a "Call for Artists," which resulted in eight (8) proposals. From that group, the Leadership Institute identified six (6) artists that best represented the values of the program. The Leadership Institute then worked with those artists to develop their concept in alignment with one or more of the Chamber of Commerce values and identify utility box locations that suited the artwork and values of the program.

The project seeks to engage the local artistic community in capturing the essence of one value per utility box. The proposal calls for each box to include information about the project and include a vinyl adhesive sticker QR code that links to the City's Public Art Page, where community members may find additional information about the City's Public Art program, the Leadership Institute project, the artists, and descriptions of the art and concepts.

Staff received the group's initial public art proposal on March 20, 2024. Upon receipt, staff initiated an internal review process and shared objective recommendations, questions, and comments with the Leadership Institute. In response to staff comments and recommendations, the Leadership Institute submitted a revised proposal. Staff determined that the proposal met initial internal review guidelines to initiate the formal Public Art Review process, and, on April 17, 2024, the Leadership Institute presented their proposal to the PARB. The PARB provided feedback to the Leadership Institute and conditionally recommended the proposal be routed to City Council for review and approval. Staff have confirmed that the Leadership Institute has incorporated the feedback from the PARB into their updated proposal.

The Leadership Institute artists will be required to obtain encroachment permits and comply with the City's construction barricade policy. Upon completion of the painting, the murals will become the property of the City. The expected lifespan of the murals is 5-10 years, and no maintenance plan has been identified. Based on previous experience with utility box murals, staff do not feel that a maintenance plan is required.

If approved, the Leadership Institute intends to begin painting later this month, prior to the graduation of the Leadership Institute participants in June. As a permanent art installation (longer than 1 year), the proposal requires City Council approval.

**COMMUNITY OUTREACH:**

The San Rafael Leadership Institute has developed this project proposal through community conversations and partnerships with several local arts organizations to identify qualified local artists, develop the art concepts, and raise funds for this project. Those partner organizations include Artworks Downtown, Marin Society of Artists, Multicultural Center of Marin, Youth In Arts, Canal Alliance, San Rafael Chamber of Commerce, Marin School for the Arts, College of Marin Art Classes, the Downtown San Rafael Business Improvement District, Marin Open Studios, Mill Valley Fall Arts Festival, Dominican University Art Classes, and the Marin County Public Art Commission.

The group has furnished two (2) letters of community support (San Rafael Business Improvement District and Youth In Arts), which are included as Attachment 2.

**FISCAL IMPACT:**

There is no fiscal impact associated with this project, as it is entirely funded by the San Rafael Leadership Institute. This project is estimated to cost \$6,000 and the San Rafael Leadership Institute has raised adequate funds to cover all costs. The Leadership Institute intends to furnish each artist with a \$1,000 stipend to pay for supplies, materials, and their time to complete the project. Funds for this project are generated from personal pledges of class members, and from the organizations and companies they represent.

**OPTIONS:**

The City Council has the following options to consider on this matter:

1. Approve the public art installation.
2. Approve the art installation with modifications.
3. Direct staff to return with more information.
4. Take no action.

**RECOMMENDED ACTION:**

Approve the San Rafael Leadership Institute proposal to paint murals on six (6) public utility boxes throughout San Rafael.

**ATTACHMENTS:**

1. The San Rafael Leadership Institute 'Art with a Purpose' proposal
2. Letters of Support
  - a. San Rafael Business Improvement District
  - b. Youth In Arts

# San Rafael Leadership Institute Class Project

## 2024 Utility Boxes

### “Art With a Purpose”

## City Council Proposal

### Utility Box Painting Program returns to San Rafael!

**What:** The San Rafael Leadership Institute Class of 2024 “Art with a Purpose” project promotes creating a healthy, sustainable, inclusive, and resilient community.

**Why:** Install art on existing infrastructure, aiming to inspire residents, job seekers, and employers by promoting chamber values such as sustainability, inclusivity, and equitable opportunities. Specifically, we plan to feature a creative interpretation of these values through Utility boxes designed by local artists. This is a project of the San Rafael Leadership Institute, a program of the San Rafael Chamber of Commerce.

Artists submitted their ideas for additional Utility Box painting to occur during May 2024. This project will focus on the pillars of:

**Community Resources**  
**Disaster Preparedness**  
**Diversity**  
**Equity**  
**Inclusion**  
**Economic Vitality**  
**Sustainability**  
**Workforce Development**

We are seeking to engage the local Artistic Community in capturing the essence of one of these topics per box. Each box will have a QR code incorporated into the design linking agencies that pertain to the topic.

**Site Locations:** There will be 6 utility boxes throughout the City of San Rafael that will be selected for this project.

# "Art with a Purpose" Utility Box Art Project

Untitled layer



4th Street & A Street



4th Street & B Street



Civic Center Drive & McInnis Parkway



Las Gallinas Avenue & Nova Albion Way

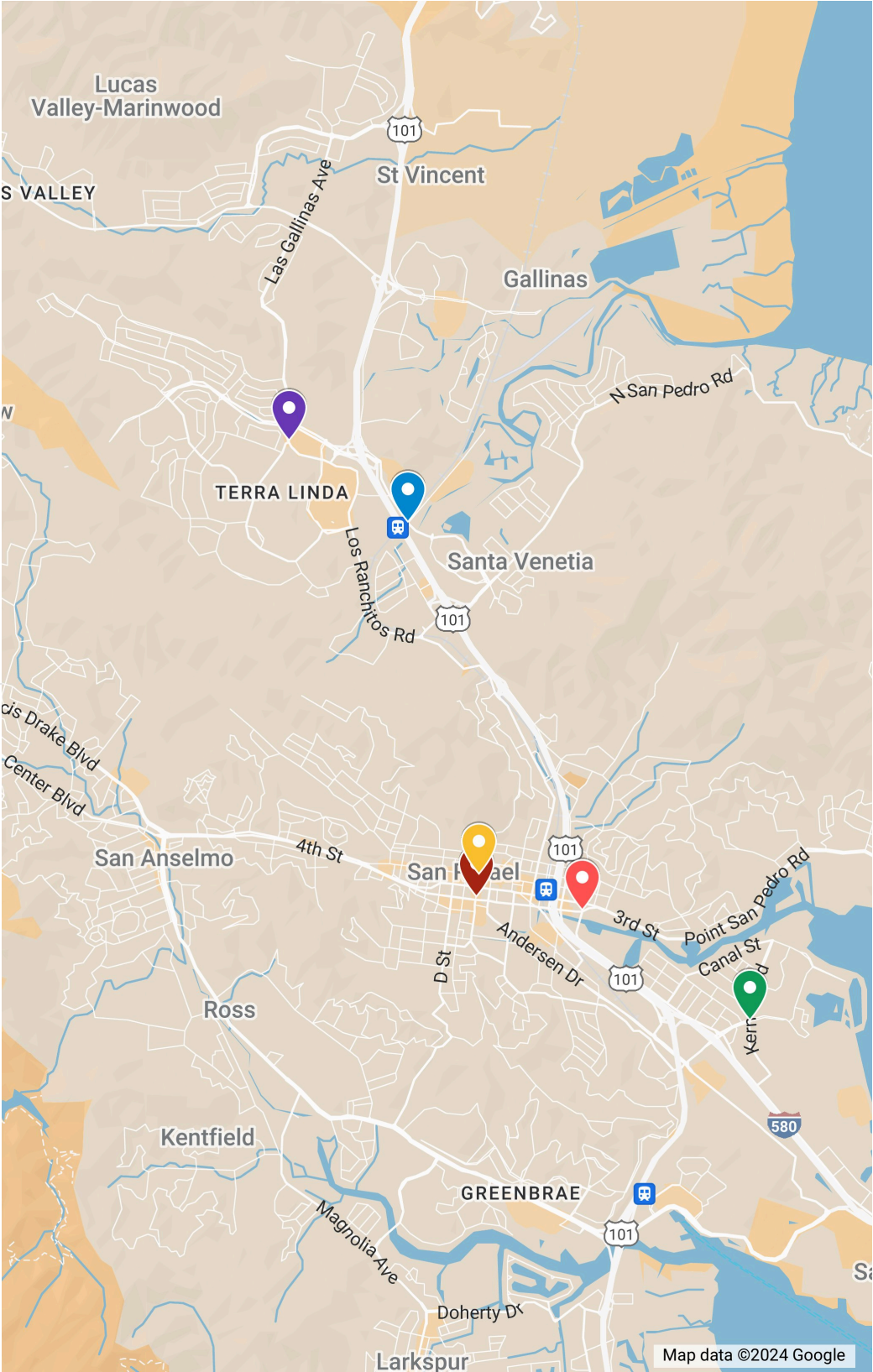


Bellam Boulevard & Kerner Boulevard



Second Street & Grand Avenue

San Rafael Leadership Institute - Class of 2024





# Travis Neditch

## Box #1 @ Northgate

THEME: COMMUNITY RESOURCES

QR CODE LINK TO:

<https://srpubliclibrary.org/community-resources/>



My piece is entitled "The Tower"... The Piece would wrap the box and appear as a continuous line of people ascending their way to the top of a tower.... Many of the themes in which the city of San Rafael suggested appear in narrative form within the illustrated piece. Health and wellness/Immigration/Employment/Diversity/Family Relations/Transportation... In addition I added my own themes which explore different facets of human nature from greed and self absorbed behavior to empathy and Heroism. My piece ultimately represents the importance of working together in society. My main inspirations for my box was the story of the Tower of Babel and the story of Sisyphus forever pushing the boulder up the hill.

### Changes after PARB:

- 1)The top tier now represents a handicapped figure with basketball and a child reading with imagination cloud behind her.
- 2)Middle tier now has woman on motorcycle, and woman as the medic with medical backpack. Added crutch to with injured man and trowel with construction worker.
- 3) The bottom tier added new ambiguous character and provided a bit more detail to all characters.
- 4) I also added broken ladders to represent the peril of short cuts taken in life.

**PARB RESPONSE:** PARB liked concept, but asked whether it was possible for the artist to incorporate more diverse representations of the people. The concept proposal seemed to represent mostly male-presenting figures, and the PARB recommended revising artwork to represent more gender diversity and perhaps a wider variety of abilities to represent San Rafael more broadly. Artist doesn't need to revise concept, but the proposal should include a response to this question.

# Devlin Espeleta

## Box #2 Civic Center

THEME: DISASTER PREPAREDNESS

Box Sponsored by SRFD

QR CODE LINKING TO:

<https://www.cityofsanrafael.org/emergency-management/>



Fireman silhouettes with red and yellow backgrounds. No text. 4 Firefighters (one with a ponytail to hit on inclusion theme) and each one will feature a different way to fight/protect against wildfire. Goats, native plants, and wildflowers. No fish or owls in final design (originally to represent our endangered species).

**PARB RESPONSE:** They liked this one, too, but didn't want to have "Thank You....." on the art. One of the PARB commented that she liked the animal connection but all weren't clear on it. Everyone liked the silhouette idea.



# Eyan Higgins Jones

## Box #3 @ 4<sup>th</sup> & B Street

THEME: ECONOMIC VITALITY

Box Sponsored by San Rafael Business Improvement District

QR CODE LINK TO:

<https://www.cityofsanrafael.org/departments/economic-development/>

OR

<https://downtownsanrafael.org/>



I aim to make fun, approachable, Diverse and professional artistic work for San Rafael. The ideas I submit will always have a story and will join at least two pillars. I believe color and great images on walls can bring about a brighter more positive feeling to the streets of a city. I would really like to produce more mural work for the city of San Rafael as I believe its power is important for all to see and enjoy.

my thinking was characters of 4th st - the small business owners all looking insanely happy because they all work on 4th st. - like real life :)

Hopefully if work grows then these characters could be featured in other mural ideas or marketing ideas for the city & commerce. With additional color the whole thing would pop.

**PARB RESPONSE:** Originally had Star Wars characters, but there was a question about licensing, so he removed them

# Yuan Chen

## Box #4 @ 4<sup>th</sup> & A Street

THEME: DIVERSITY, EQUITY, INCLUSION

Box Sponsored by Water Components

QR CODE LINK TO:

<https://www.cityofsanrafael.org/racial-and-social-equity/>



In our diverse community, embracing and celebrating our differences is paramount. My proposed mural, titled "One of Us" or "All Connected," aims to promote the values of diversity and inclusion through art. This mural will depict individuals from various backgrounds, cultures, and identities coming together in harmony, showcasing the beauty of our differences. Through vibrant colors and powerful imagery, the mural will symbolize unity and interconnectedness, emphasizing that despite our unique experiences, we are all part of the same human family. By prominently displaying this mural in a central location, we hope to inspire conversations and foster a greater sense of understanding and acceptance among community members. Let us come together to celebrate diversity and promote inclusivity, ensuring that everyone feels valued and represented in our shared space.

**PARB RESPONSE:** loved this image. No comments for change. PARB wasn't sure how it would be wrapped around the box but I'm sure the artist has an idea on this.

# Oscar Morales

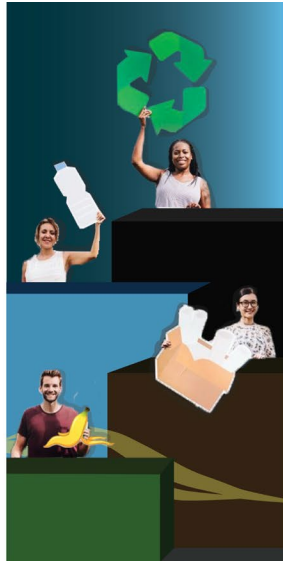
**Box #5 @** 2nd & Grand

THEME: SUSTAINABILITY

Box Sponsored by Marin Sanitary

QR CODE LINKING TO:

<https://marinsanitaryservice.com/residential/residential-recycling/>



**FOCUSING ON SUSTAINABILITY AND RECYCLABILITY!**

Food is not garbage, be a part of the change, you're part of the solution, earth.

Oscar will be making some edits in the final version based on PARB response.



# Youth in Arts Students with Lead Artist Keena Romano

## Box #6 @ Bellum

THEME: EQUITY & WORKFORCE DEVELOPMENT  
Box Sponsored by Marin Community Foundation

QR CODE LINK TO:

<https://www.marincf.org/>



This design incorporates elements from two Youth in Arts murals that were recently completed - "Universe of Imagination" at Bahia Vista and "Falcons in Bloom" at Venetia Valley K-8 School. These murals were created as part of Youth in Arts I AM (Intensive Arts Mentorship Program) in the summer of 2023. Youth in Arts recruited 20 emerging youth artists, aged 16 - 20, from Marin County's most racially marginalized and underserved neighborhoods to work with professional BIPOC artists, and Mentor Muralists, Fred Alvarado and Keena Azania Romano. The I AM emerging artists interviewed students from Bahia Vista and Venetia Valley's summer programs to ascertain what they would like to see represented at their schools, then based on that feedback, conceptualized and installed the murals. Youth in Arts' I AM program aims to center and amplify youth voice. We offer the emerging artists stipends for their time, providing early onramps to job training as well as furthering their arts education opportunities.

**PARB RESPONSE:** loved this image. No comments for change.



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Date: April 15, 2024

To: Craig Veramay  
City of San Rafael – Public Art Review Board

**RE: Proposal “Art with a Purpose”  
Project of the San Rafael Leadership Institute Class of 2024**

The San Rafael Business Improvement District is proud to support the Project Proposal of the San Rafael Leadership Institute – Class of 2024. The San Rafael Leadership Institute, a program of the San Rafael Chamber of Commerce, is a highly regarded leadership development and team-building program in Marin County.

The Downtown San Rafael Business Improvement District (BID) stands as a beacon of community dedication, not only committed to the economic prosperity of its downtown corridor but also fostering a vibrant artistic atmosphere. Established in 1979 as a 501 C(6) nonprofit corporation, the BID has continually championed the revitalization of the area, promoting the common interests of Downtown businesses while nurturing the flourishing arts scene that defines California's designated art districts. Through initiatives aimed at enhancing streetscape aesthetics, dynamic marketing and promotional efforts, and the organization of special events, the BID not only advocates for factors crucial to economic vitality but also actively fosters an environment where art thrives, ensuring that the cultural heartbeat of the community remains strong.

This year's Class Project focuses on connecting with community residents through art. The project will be working with local artists to paint six Utility Box structures throughout the City of San Rafael. The art itself will improve the beautification of San Rafael but the topics/issues explored with each artist's rendering will also include access to resources for the community (e.g. workforce development, racial equity & diversity, disaster preparedness, sustainability/recycling) by incorporating QR codes that will lead residents to these resources.

We're very excited about the possibilities for this project as a model for future art installations in San Rafael and we support this project.

Sincerely,

Terrance Thornton  
San Rafael BID President



April 18, 2024

To: Craig Veramay  
City of San Rafael – Public Art Review Board

**RE: Proposal “Art with a Purpose”  
Project of the San Rafael Leadership Institute Class of 2024**

Dear Craig:

Youth in Arts is delighted to endorse the Project Proposal of the San Rafael Leadership Institute – Class of 2024. Run by the San Rafael Chamber of Commerce, this program is celebrated for fostering leadership skills and team cohesion in Marin County.

Youth in Arts, as a committed community nonprofit, dedicates itself to delivering equitable arts education across all San Rafael City Schools. This mission is deeply intertwined with the broader goal of cultivating community through art. By integrating arts into the everyday lives of students and residents, Youth in Arts not only enhances educational outcomes but also fosters a sense of shared identity and belonging within the community. This project aligns seamlessly with our goal of making art accessible and meaningful, ensuring it serves as a catalyst for conversation, education, and unity.

This year, the Class Project aims to engage community members through the medium of art, collaborating with local artists to transform six utility boxes across San Rafael into vibrant public artworks. These artworks will not only enhance the city’s aesthetic but also serve as informational hubs. Each piece will explore themes such as workforce development, racial equity and diversity, disaster readiness, and sustainability. This will be achieved by integrating QR codes that direct viewers to vital community resources. We are thrilled about the potential of this initiative to set a precedent for future art installations in San Rafael, and we wholeheartedly support this endeavor.

With deepest gratitude,

Morgan Schauffler  
Director of External Affairs

917 C Street  
San Rafael, CA 94901

415.457.4878  
youthinarts.org  
yia@youthinarts.org

Kristen Jacobson  
Executive Director

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**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

Department: Finance

Prepared by: Paul Navazio, Finance Director

City Manager Approval: \_\_\_\_\_

**TOPIC: CITY QUARTERLY INVESTMENT REPORT**

**SUBJECT: ACCEPTANCE OF CITY OF SAN RAFAEL QUARTERLY INVESTMENT REPORT FOR THE QUARTER ENDING MARCH 31, 2024**

**RECOMMENDATION:**

Accept the investment report for the quarter ending March 31, 2024, as presented.

**BACKGROUND:**

Under the State of California Government Code Section 53601 and the City's investment policy, last approved by the City Council on [June 21, 2022](#), staff provides the City Council with a quarterly report on the City's investment activities and liquidity. The report includes the cost of each investment, the interest rates (yield), maturity dates, and market value. Separate reports are prepared for the City and the Successor Agency to the San Rafael Redevelopment Agency.

The City invests some of its pooled funds in the [Local Agency Investment Fund \(LAIF\)](#), a State-run investment pool. Beginning in March 2014, the City incorporated an investment strategy that added purchases of securities outside of LAIF with the assistance of an investment advisor. The City's current investment advisor is Chandler Asset Management.

**ANALYSIS:**

As of March 31, 2024, the City's Treasury consisted of investments with a total market value of \$101,071,729 consisting of \$53,463,594 in the City's primary Local Agency Investment Fund (LAIF) account and \$47,608,135 in externally managed investments (which includes \$986,700 of Pt. San Pedro Assessment District bonds). An additional \$10,755,599 represents cash balances in the City's various operating bank accounts, including Westamerica Bank (\$10,055,705), Bank of the Marin (\$349,398), and Bank of Montreal (\$350,496).

The overall return on the total portfolio for the quarter ending March 31, 2024, was 3.94%, with a weighted average maturity of 0.97 years. The yield on the portfolio results from an effective yield of 4.27% for the City's investments in the Local Agency Investment Fund and a yield of 3.57% for the externally managed investments. While the total portfolio's performance continues to improve in each of the last several

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**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

quarters, the performance falls short of the established benchmark (1-year Treasury Bill) yield of 5.03%. This unfavorable variance is typical of a rising interest environment, and the portfolio's performance is expected to continue to improve in the near term as holdings mature and are reinvested at higher rates of return.

The City's investment portfolio maintains strong diversification and is experiencing growth in interest income due to higher market rates. All investments comply with the City's investment policy and California Government Code.

*Economic Outlook:*

At their March meeting, the Federal Open Market Committee voted to keep the target Federal rate in the 5.25 - 5.50% range. The Fed's Summary of Economic Projections also showed a stronger real gross domestic product (GDP) growth outlook and higher core inflation projections for 2024 based on resilient labor market and consumer data. The median projection for the Federal Funds rate by year-end is 4.625%, implying three 0.25% rate cuts between now and year-end.

The City will continue to watch market trends and refine its investment strategy, as appropriate, to improve the investment portfolio's performance while ensuring its primary goals of preservation of principal, liquidity, and yield.

Exhibit A is composed of three parts:

1. Quarterly Investment Portfolio Report
2. Historical Activity by Quarter summarizing the City's investments
3. The City's Investment Report from Chandler Asset Management for the period ending March 31, 2024, which includes a listing of all holdings and transaction activity details for the reporting period

**FISCAL IMPACT:**

No financial impact occurs by adopting the report. The City continues to meet the priority investment principles - safety, liquidity, yield, and diversification. The portfolio is still conservatively invested, and sufficient liquidity exists to meet daily operating and capital project requirements for the next six months. As defined for this report, operating funds exclude cash held with fiscal agents to pay bond principal and interest.

**RECOMMENDED ACTION:**

Accept the investment report for the quarter ending March 31, 2024, as presented.

**ATTACHMENTS:**

Exhibit A:

1. Quarterly Investment Portfolio Report
2. Historical Activity by Quarter Report
3. Chandler Asset Management – Investment Report: Period Ending March 31, 2024

I CERTIFY THAT ALL INVESTMENTS MADE ARE IN CONFORMANCE WITH THE CITY'S APPROVED INVESTMENT POLICY AND STATE INVESTMENT REGULATIONS. THE CITY HAS SUFFICIENT LIQUIDITY TO MEET ALL OF THE OBLIGATIONS REQUIRED DURING THE NEXT SIX-MONTH PERIOD.



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Paul Navazio  
Finance Director

# City of San Rafael

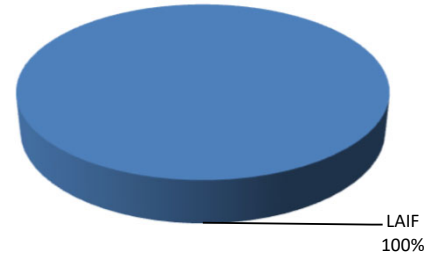
## Quarterly Investment Portfolio Report

### March 31, 2024

#### Internally Managed Assets

		%	Yield
LAIF	\$ 53,463,594	100.0%	4.27%
<b>Total Internally Managed</b>	<b>\$ 53,463,594</b>	<b>52.9%</b>	

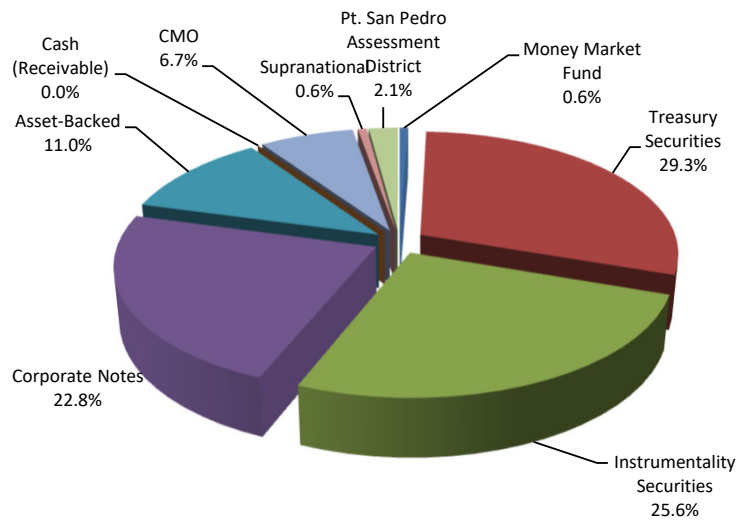
<b>Weighted Average Yield</b>	<b>4.27%</b>
	Days
Effective Average Duration - Internal	1
Weighted Average Maturity - Internal	1



#### Externally Managed Assets

		%	Yield
Money Market Fund	\$ 287,457	0.6%	4.89%
Treasury Securities	\$ 13,932,479	29.3%	2.79%
Instrumentality Securities	\$ 12,165,418	25.6%	2.91%
Corporate Notes	\$ 10,855,380	22.8%	4.45%
Asset-Backed	\$ 5,253,902	11.0%	4.82%
Cash (Receivable)	\$ 608,112	0.0%	0.00%
CMO	\$ 3,212,043	6.7%	4.36%
Supranational	\$ 306,643	0.6%	4.53%
Pt. San Pedro Assessment District	\$ 986,700	2.1%	5.25%
<b>Total Externally Managed</b>	<b>\$ 47,608,135</b>	<b>47.1%</b>	

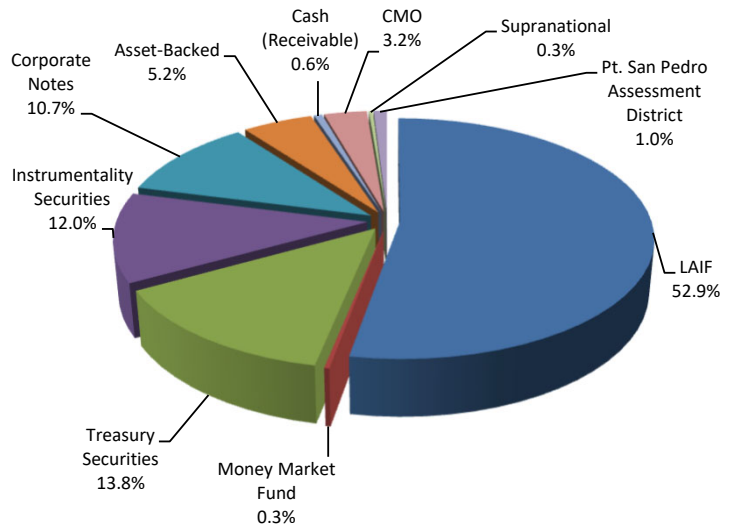
<b>Weighted Average Yield</b>	<b>3.57%</b>
	Years
Effective Average Duration - External	1.71
Weighted Average Maturity - External	2.13



#### Total Portfolio Assets

		%	Yield
LAIF	\$ 53,463,594	52.9%	4.27%
Money Market Fund	\$ 287,457	0.3%	4.89%
Treasury Securities	\$ 13,932,479	13.8%	2.79%
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Pt. San Pedro Assessment District	\$ 986,700	1.0%	5.25%
<b>Total Portfolio Assets</b>	<b>\$ 101,071,729</b>	<b>100.0%</b>	

<b>Weighted Average Yield</b>	<b>3.94%</b>
	Years
Effective Average Duration - Total	0.81
Weighted Average Maturity - Total	0.97



Based on Market Values

## Historical Activity-By Quarter

	March 31, 2024			December 31, 2023			September 30, 2023			June 30, 2023		
Internally Managed Assets		%	Return		%	Return		%	Return		%	Return
LAIF	\$ 53,463,594	100.0%	4.27%	\$ 53,749,175	100.0%	3.95%	\$ 51,292,954	100.0%	3.61%	\$ 50,929,996	100.0%	3.26%
<b>Total Internally Managed</b>	<b>\$ 53,463,594</b>	<b>52.9%</b>		<b>\$ 53,749,175</b>	<b>53.5%</b>		<b>\$ 51,292,954</b>	<b>52.9%</b>		<b>\$ 50,929,996</b>	<b>52.9%</b>	
<b>Weighted Average Yield</b>			<b>4.27%</b>			<b>3.95%</b>			<b>3.61%</b>			<b>3.26%</b>
Externally Managed Assets		%	Return		%	Return		%	Return		%	Return
Cash	\$ 608,112	0.0%	0.00%	\$ 144,864	0.3%	4.95%	\$ 74,981	0.2%	4.95%	\$ 844,916	1.9%	4.72%
Money Market Fund	\$ 287,457	0.6%	4.89%	-	0.0%	0.00%	-	0.0%	0.00%	-	0.0%	0.00%
Treasury Securities	\$ 13,932,479	29.3%	2.79%	\$ 14,202,153	31.1%	2.62%	\$ 14,031,449	30.8%	2.14%	\$ 15,306,595	33.7%	1.75%
Instrumentality Securities	\$ 12,165,418	25.6%	2.91%	\$ 12,158,514	26.7%	2.92%	\$ 11,497,923	25.2%	2.86%	\$ 11,496,767	25.3%	2.72%
Corporate Notes	\$ 10,855,380	22.8%	4.45%	\$ 10,338,726	22.7%	3.79%	\$ 11,108,352	24.3%	3.48%	\$ 10,100,915	22.2%	2.41%
Asset Backed	\$ 5,253,902	11.0%	4.82%	\$ 4,980,172	10.9%	5.03%	\$ 4,112,279	9.0%	4.97%	\$ 3,048,660	6.7%	4.86%
Negotiable CD	\$ -	0.0%	0.00%	\$ 374,910	0.8%	5.34%	\$ 374,472	0.8%	5.34%	\$ 373,787	0.8%	5.34%
Collateralized Mortgage Obligations (CMO)	\$ 3,212,043	6.7%	4.36%	\$ 3,232,602	7.1%	4.57%	\$ 3,135,264	6.9%	4.57%	\$ 3,185,252	7.0%	4.57%
Supranational	\$ 306,643	0.6%	4.53%	\$ 311,379	0.7%	4.53%	\$ 301,398	0.7%	4.53%			
Municipal/Assessment District	\$ 986,700	2.1%	5.25%	\$ 986,700	2.2%	5.25%	\$ 986,700	2.2%	5.25%	\$ 1,075,200	2.4%	5.25%
<b>Total Externally Managed</b>	<b>\$ 47,608,135</b>	<b>47.1%</b>		<b>\$ 46,730,020</b>	<b>46.5%</b>		<b>\$ 45,622,818</b>	<b>47.1%</b>		<b>\$ 45,432,092</b>	<b>47.1%</b>	
<b>Weighted Average Yield</b>			<b>3.57%</b>			<b>3.53%</b>			<b>3.18%</b>			<b>2.72%</b>
			Years			Years			Years			Years
Effective Average Duration - External			1.71			1.71			1.63			1.63
Weighted Average Maturity - External			2.13			2.13			1.92			1.92
Total Portfolio Assets		%	Return		%	Return		%	Return		%	Return
LAIF	\$ 53,463,594	55.2%	4.27%	\$ 53,749,175	53.5%	3.95%	\$ 51,292,954	52.9%	3.61%	\$ 50,929,996	52.9%	3.26%
Cash	\$ 608,112	0.6%	0.00%	\$ 144,864	0.1%	4.95%	\$ 74,981	0.1%	4.95%	\$ 844,916	0.9%	4.72%
Money Market Fund	\$ 287,457	0.3%	4.89%	-	0.0%	0.00%	-	0.0%	0.00%	-	0.0%	0.00%
Treasury Securities	\$ 13,932,479	14.4%	2.79%	\$ 14,202,153	14.1%	2.62%	\$ 14,031,449	14.5%	2.14%	\$ 15,306,595	15.9%	1.75%
Instrumentality Securities	\$ 12,165,418	12.6%	2.91%	\$ 12,158,514	12.1%	2.92%	\$ 11,497,923	11.9%	2.86%	\$ 11,496,767	11.9%	2.72%
Corporate Notes	\$ 10,855,380	11.2%	4.45%	\$ 10,338,726	10.3%	3.79%	\$ 11,108,352	11.5%	3.48%	\$ 10,100,915	10.5%	2.41%
Asset Backed	\$ 5,253,902	5.4%	4.82%	\$ 4,980,172	5.0%	5.03%	\$ 4,112,279	4.2%	4.97%	\$ 3,048,660	3.2%	4.86%
Negotiable CD	\$ -	0.0%	0.00%	\$ 374,910	0.4%	5.34%	\$ 374,472	0.4%	5.34%	\$ 373,787	0.4%	5.34%
Collateralized Mortgage Obligations (CMO)	\$ 3,212,043	3.3%	4.36%	\$ 3,232,602	3.2%	4.57%	\$ 3,135,264	3.2%	4.57%	\$ 3,185,252	3.3%	4.57%
Supranational	\$ 306,643	0.3%	4.53%	\$ 311,379	0.3%	4.53%	\$ 301,398	0.3%	4.53%			
Municipal/Assessment District	\$ 986,700	1.0%	5.25%	\$ 986,700	1.0%	5.25%	\$ 986,700	1.0%	5.25%	\$ 1,075,200	1.1%	5.25%
<b>Total Portfolio Assets</b>	<b>\$ 101,071,729</b>	<b>104%</b>		<b>\$ 100,479,195</b>	<b>100.0%</b>		<b>\$ 96,915,772</b>	<b>100%</b>		<b>\$ 96,362,087</b>	<b>100%</b>	
<b>Weighted Average Yield</b>			<b>3.94%</b>			<b>3.72%</b>			<b>3.41%</b>			<b>3.00%</b>
			Years			Years			Years			Years
Effective Average Duration - Total			0.81			0.79			0.81			0.76
Weighted Average Maturity - Total			0.99			0.98			0.99			0.89

### Performance Recap

- The weighted average quarterly portfolio yield increased from 3.72% to 3.94% during the past quarter. Yields are continue to rise as lower yielding investments mature and are replaced with higher yielding securities
- The total portfolio assets increased by approximately \$600 thousand during the quarter. This is reflective of the total investment earnings for the period

# City of San Rafael

*Period Ending March 31, 2024*

CHANDLER ASSET MANAGEMENT, INC. | 800.317.4747 | [www.chandlerasset.com](http://www.chandlerasset.com)





<b>SECTION 1</b>	<b>Economic Update</b>
<b>SECTION 2</b>	<b>Account Profile</b>
<b>SECTION 3</b>	<b>Portfolio Holdings</b>
<b>SECTION 4</b>	<b>Transactions</b>

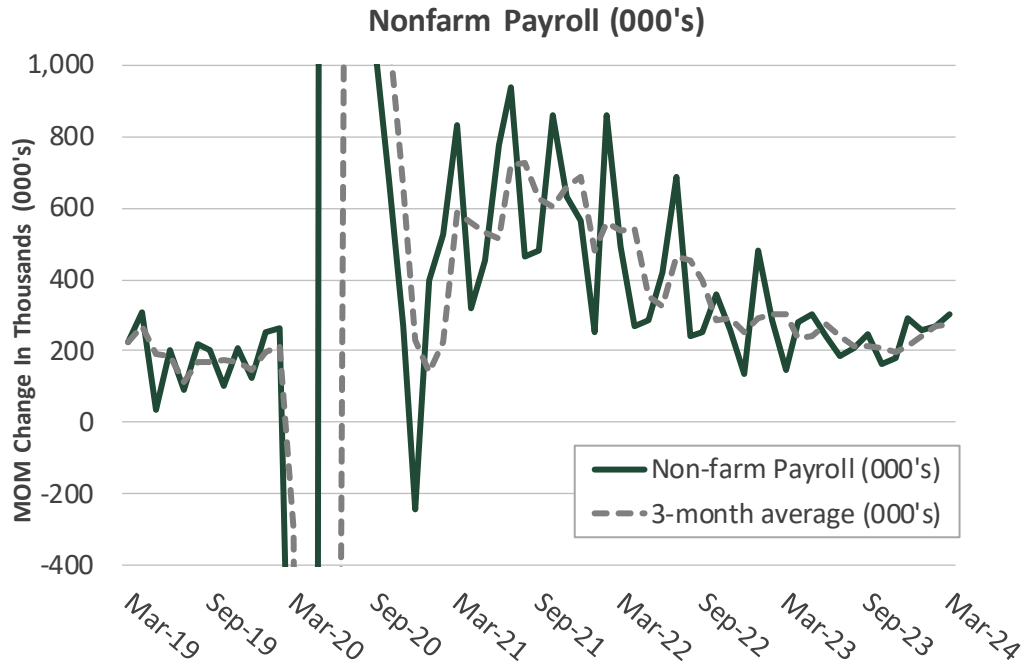


# Section 1 | Economic Update

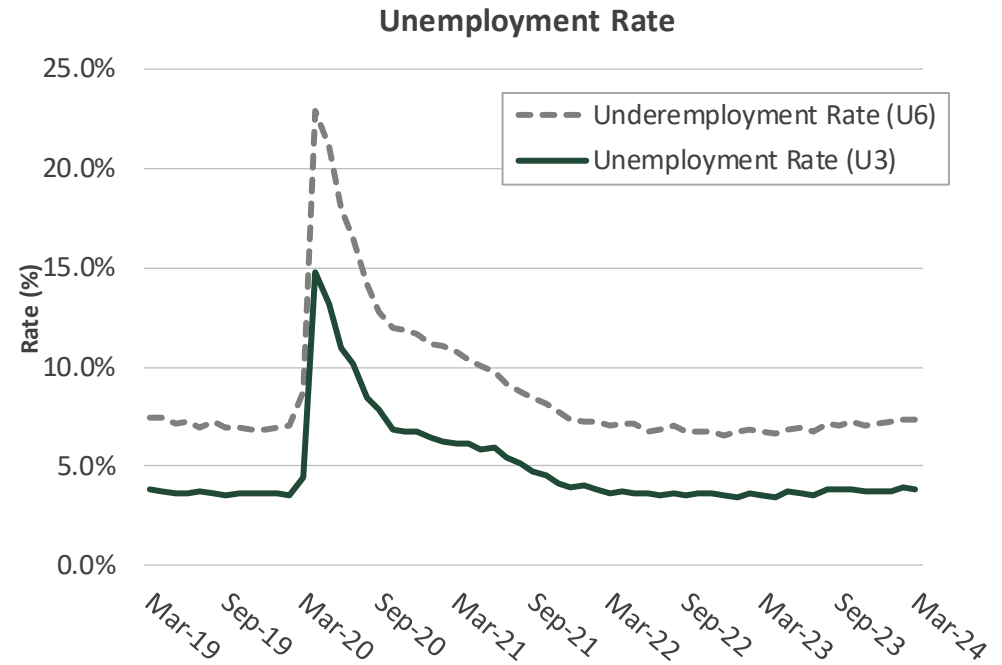
## Economic Update

- Recent economic data has shown above trend growth fueled by a rise in consumer spending and a continuing healthy US job market. Inflationary trends are subsiding, but core levels remain above the Fed's target. Given the cumulative effects of restrictive monetary policy and tighter financial conditions, we believe the economy will gradually soften and the Fed will loosen monetary policy in 2024.
- As expected at the March meeting, the Federal Open Market Committee voted unanimously to leave the Federal Funds rate unchanged at a target range of 5.25 - 5.50%. The March Summary of Economic Projections (SEP) showed stronger real GDP growth outlook and higher core inflation projections for 2024 on resilient labor market and consumer data. The median projection for Federal Funds rate by year-end remained the same at 4.625%, implying three 0.25% cuts. We continue to believe the FOMC will loosen monetary policy in mid-2024 as inflation and economic growth continue to moderate.
- The US Treasury yield curve stabilized in March as the FOMC left the Federal Funds rate unchanged. The 2-year Treasury yield was unchanged at 4.62%, the 5-year Treasury fell 4 basis points to 4.21%, and the 10-year Treasury yield dropped 5 basis points to 4.20%. The inversion between the 2-year Treasury yield and 10-year Treasury yield widened to -42 basis points at March month-end versus -37 basis points at February month-end. The spread between the 2-year Treasury and 10-year Treasury yield one year ago was -56 basis points. The inversion between 3-month and 10-year Treasuries widened to -117 basis points in March from -113 basis points in February.

# Employment



Source: US Department of Labor

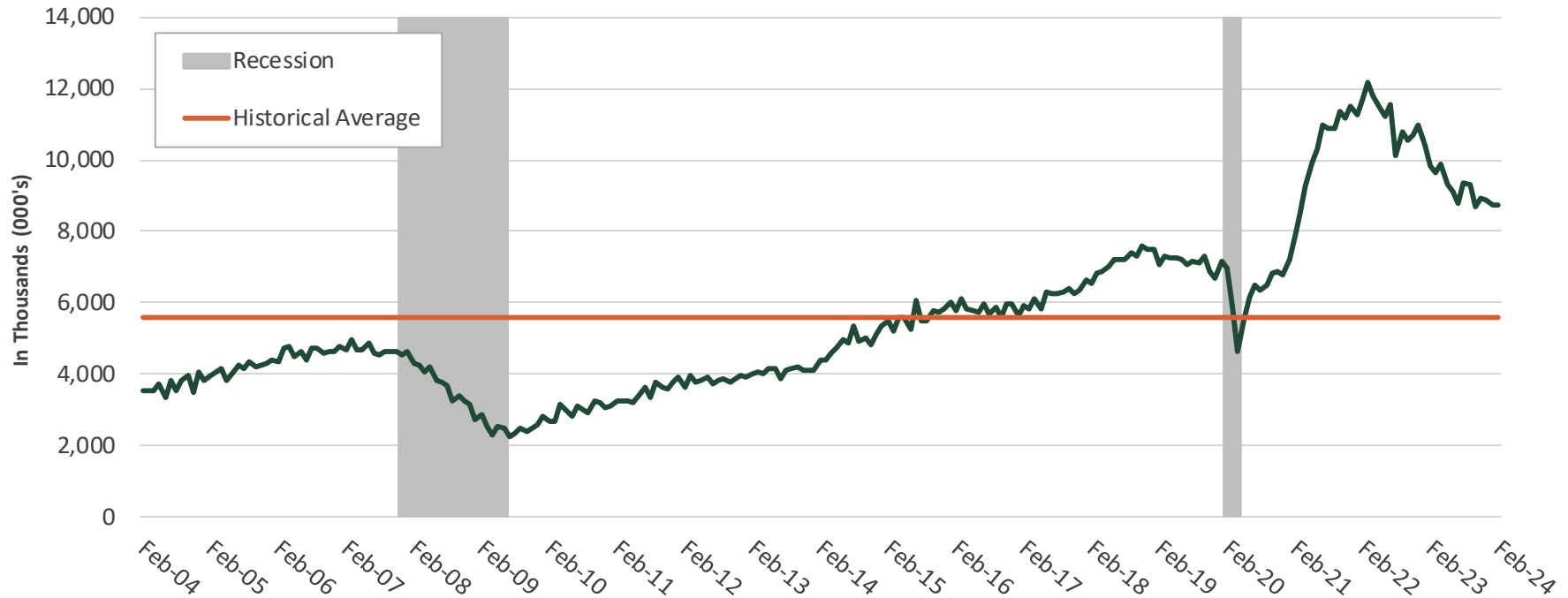


Source: US Department of Labor

The U.S. economy added a better-than-expected 303,000 jobs in March, and the prior two months were revised up by 22,000. Leading sectors included healthcare and government. Job creation remains healthy, with the three-month moving average payrolls at 276,000 and the six-month moving average at 244,000. The unemployment rate edged down to 3.8% in March. The labor participation rate ticked up to 62.7% but remained below the pre-pandemic level of 63.3%. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons was unchanged at 7.3%. Average hourly earnings rose 4.1% year-over-year in March, down from 4.3% last month. Employment remains strong by historical standards.

# Job Openings & Labor Turnover Survey

## Job Openings

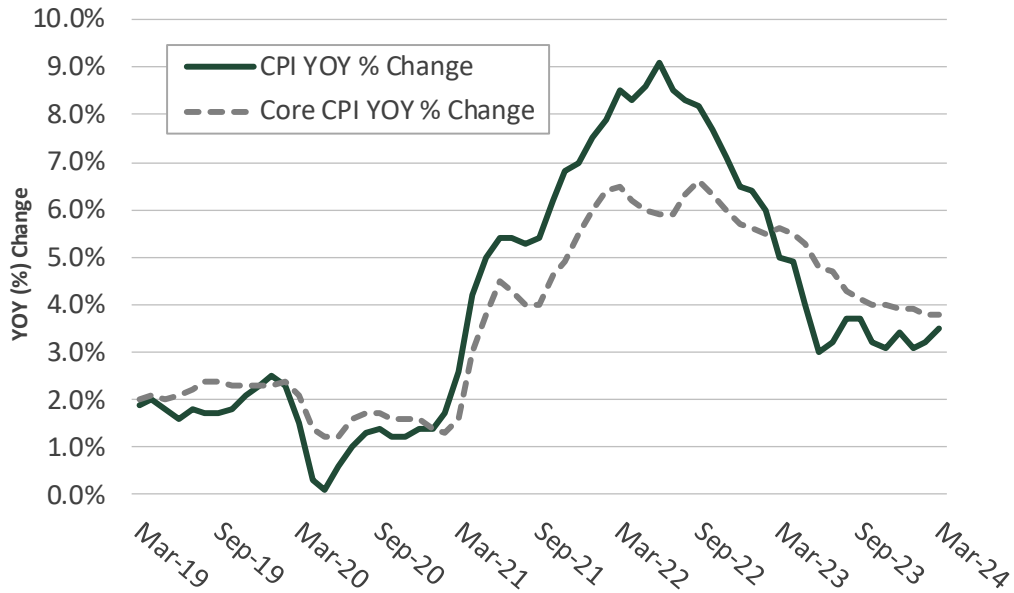


Source: US Department of Labor

The Labor Department's Job Openings and Labor Turnover Survey (JOLTS) edged up to 8.756 million in February compared to a downwardly revised 8.748 million in January. Job openings still represent a healthy ratio of around 1.4 jobs for each unemployed individual. While the current level of job openings remains elevated from a historical perspective, the trend is decelerating.

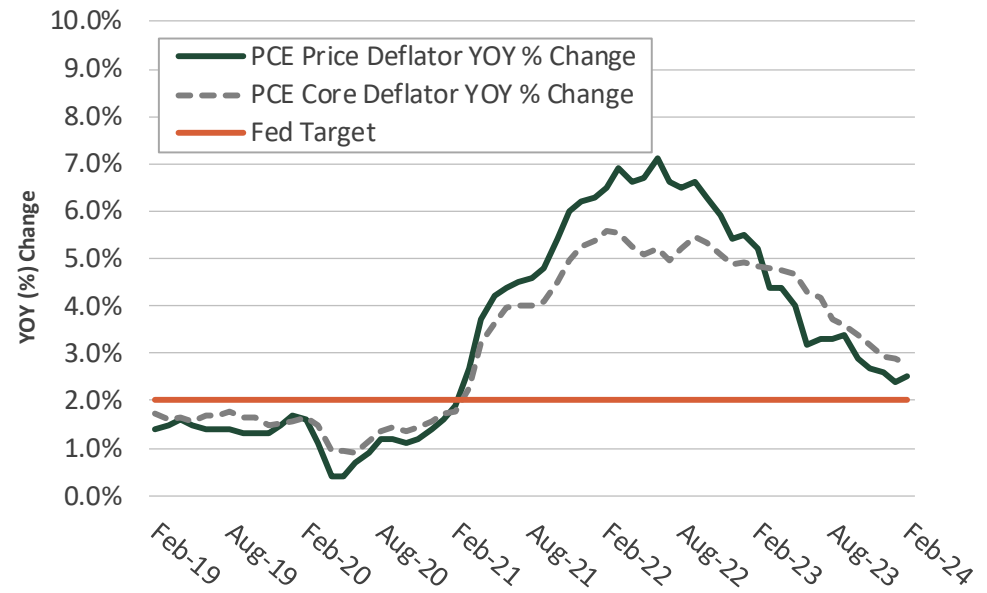
# Inflation

### Consumer Price Index (CPI)



Source: US Department of Labor

### Personal Consumption Expenditures (PCE)



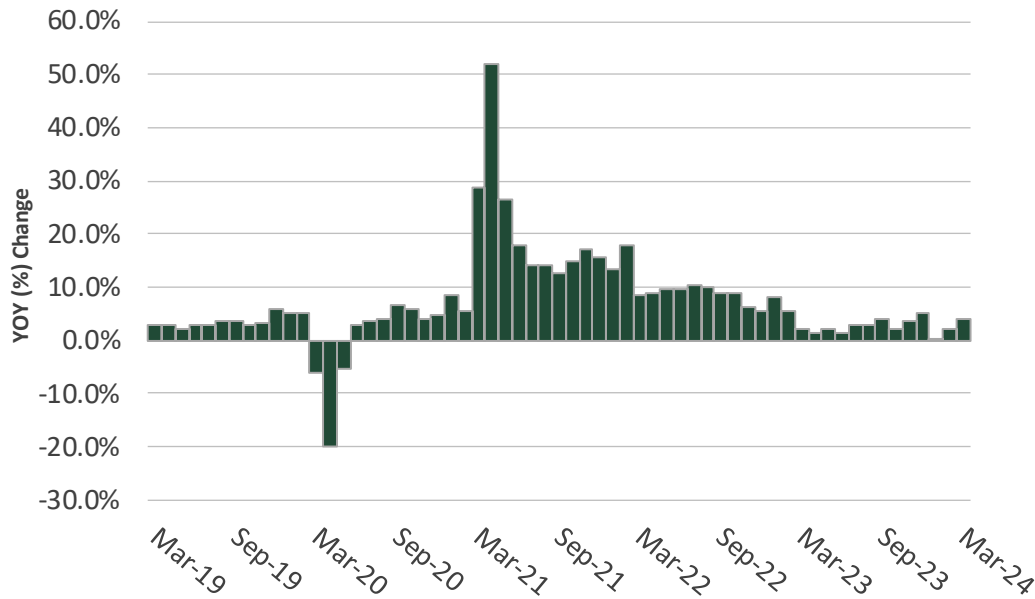
Source: US Department of Commerce

The Consumer Price Index (CPI) came in higher than expected in March, increasing 0.4% month-over-month and 3.5% year-over-year. The Core CPI, which excludes volatile food and energy components, was up 0.4% month-over-month and 3.8% year-over-year in March, unchanged from 3.8% in February. Energy costs accelerated during the month, and shelter costs remain elevated. The Personal Consumption Expenditures (PCE) Index headline inflation increased 0.3% month-over-month and rose 2.5% year-over-year in February, in line with expectations. Core PCE, the Federal Reserve's preferred inflation gauge, increased 0.3% month-over-month and rose 2.8% year-over-year. While the trend is moderating, the path to the Fed's 2% inflation target remains uneven.



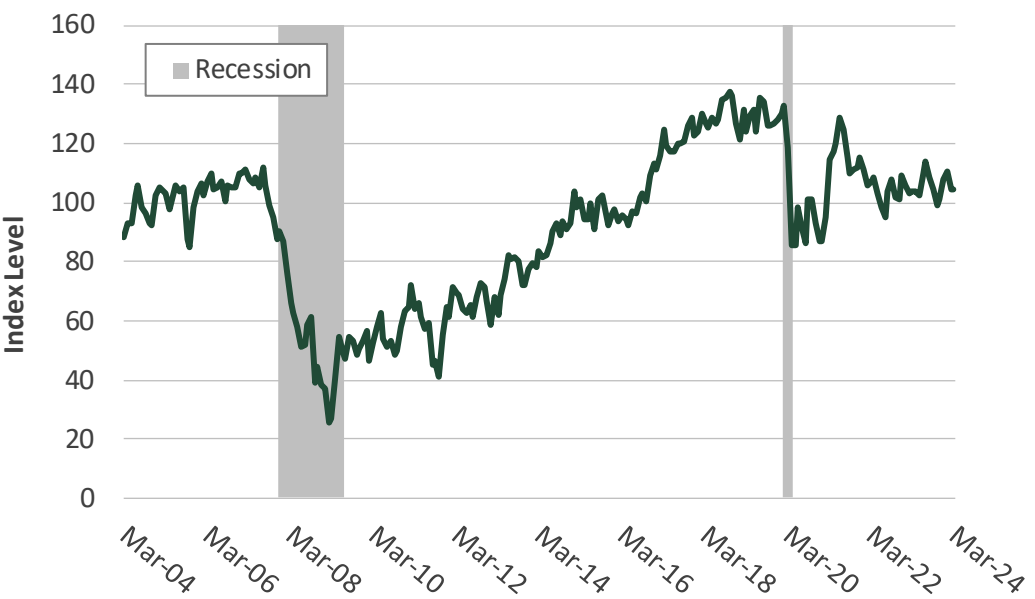
# Consumer

### Retail Sales YOY % Change



Source: US Department of Commerce

### Consumer Confidence

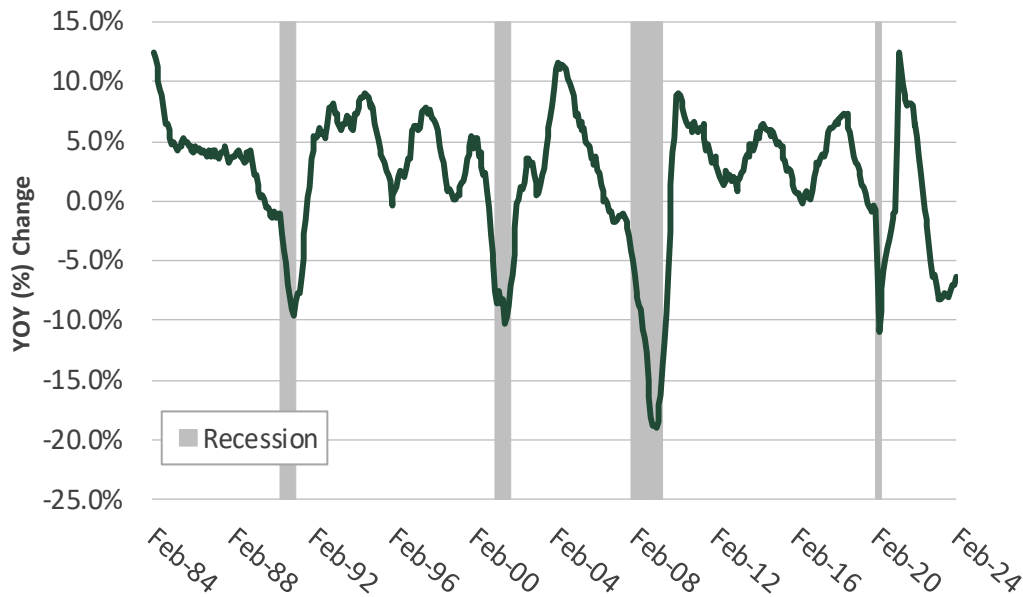


Source: The Conference Board  
All time high is 144.70 (1/31/00); All time low is 25.30 (2/28/09)

March Retail Sales rose above expectations at +0.7% after a sizeable upward revision to +0.9% in February. On a year-over-year basis, Retail Sales growth increased 4.0% for March. Sales were supported by higher gas prices and higher volume sales in a busy travel period for spring break at schools, as well as strength from non-store retailers. The Conference Board’s Consumer Confidence Index edged down to 104.7 in March after a sizeable downward revision to 104.8 in February. The lower reading was largely due to a deteriorating view of the labor market and future business conditions, along with concerns about the highly polarized political environment. While the consumer has been resilient, dwindling excess savings, rising credit card balances, and the resumption of student loan payments pose potential headwinds to future economic growth.

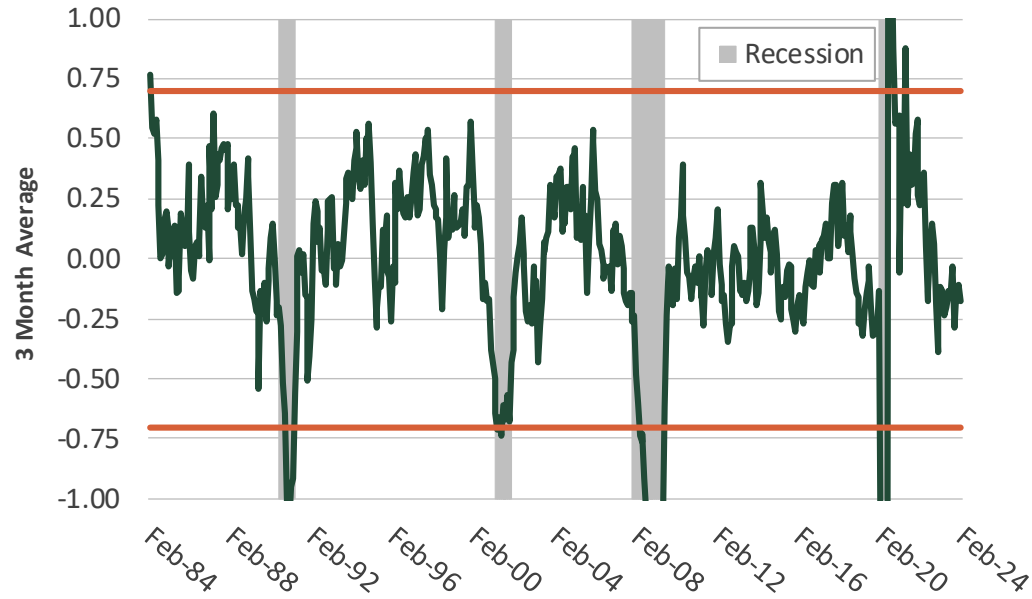
# Leading Indicators of Economic Activity

### Leading Economic Indicators (LEI)



Source: The Conference Board

### Chicago Fed National Activity Index (CFNAI)

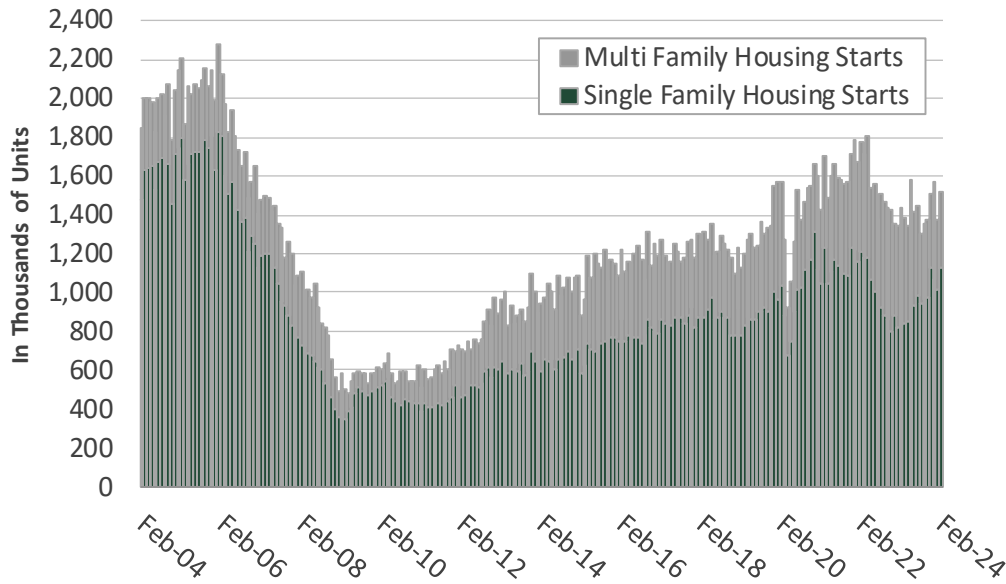


Source: Federal Reserve Bank of Chicago

The Conference Board's Leading Economic Index (LEI) rose to 0.1% month-over-month in February ending its 2-year uninterrupted contraction since February 2022. The index declined 6.3% year-over-year. The Conference Board is no longer calling for recession but expects GDP growth to slow to near zero this year. The Chicago Fed National Activity Index (CFNAI) increased +0.05 in February from a downwardly revised -0.54 in January. On a 3-month moving average basis, the CFNAI decreased to -0.18 in February from -0.11 in January, indicating moderating economic growth.

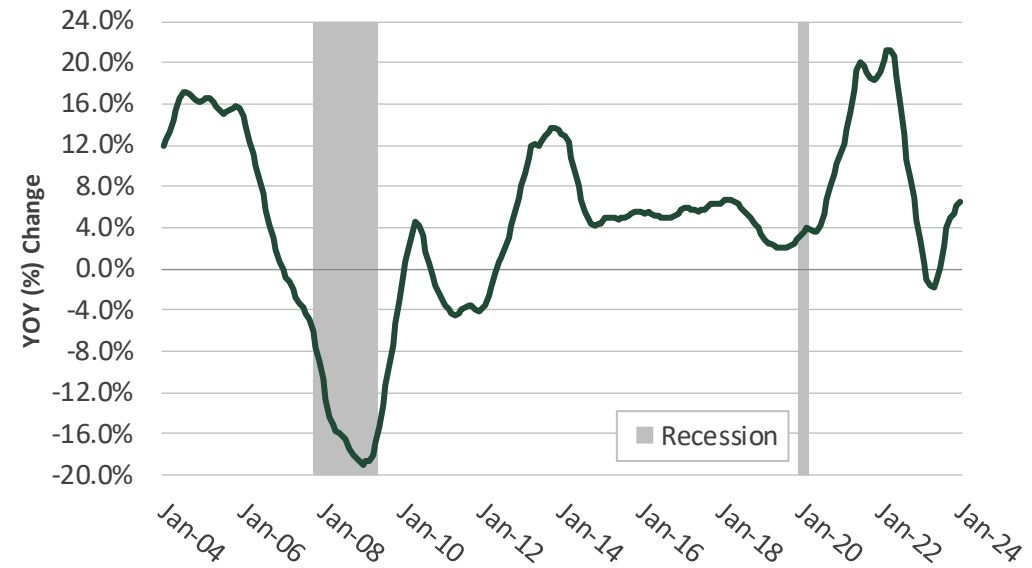
# Housing

Annualized Housing Starts



Source: US Department of Commerce

S&P/Case-Shiller 20 City Composite Home Price Index

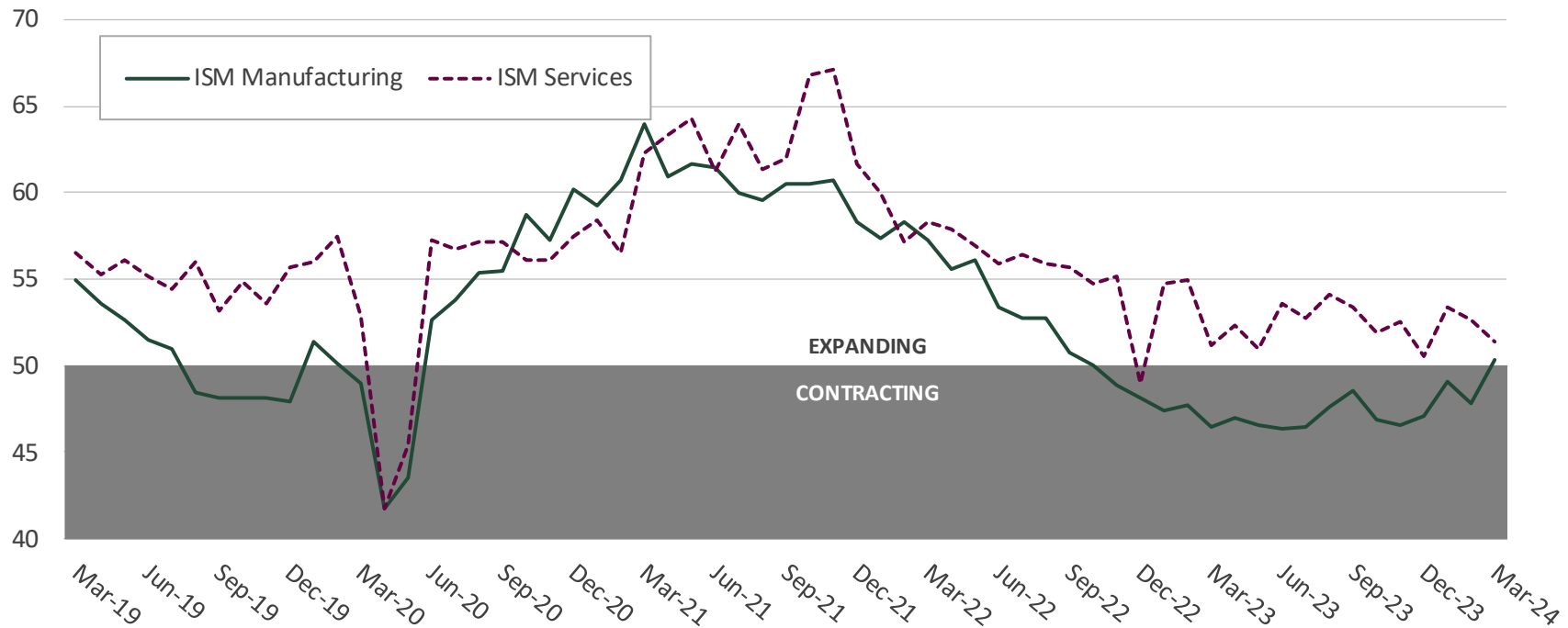


Source: S&P

Housing Starts increased 10.7% month-over-month in February to 1.521 million units, due to milder weather than seen in January and some rising confidence among homebuilders as mortgage rates fell below 7%. Starts for multi-family homes increased 8.6%, while single family homes increased 11.6% for the month. Total starts of new single-family homes are up 35.2% year-over-year. According to Freddie Mac, 30-year fixed mortgage rates averaged 6.79% as of March 31st. According to the Case-Shiller 20-City Home Price Index, housing prices rose 6.59% year-over-year in January, accelerating from a 6.15% year-over-year gain in December. Tight inventories and higher mortgage rates continue to impact affordability.

# Survey Based Measures

Institute of Supply Management (ISM) Surveys



Source: Institute for Supply Management

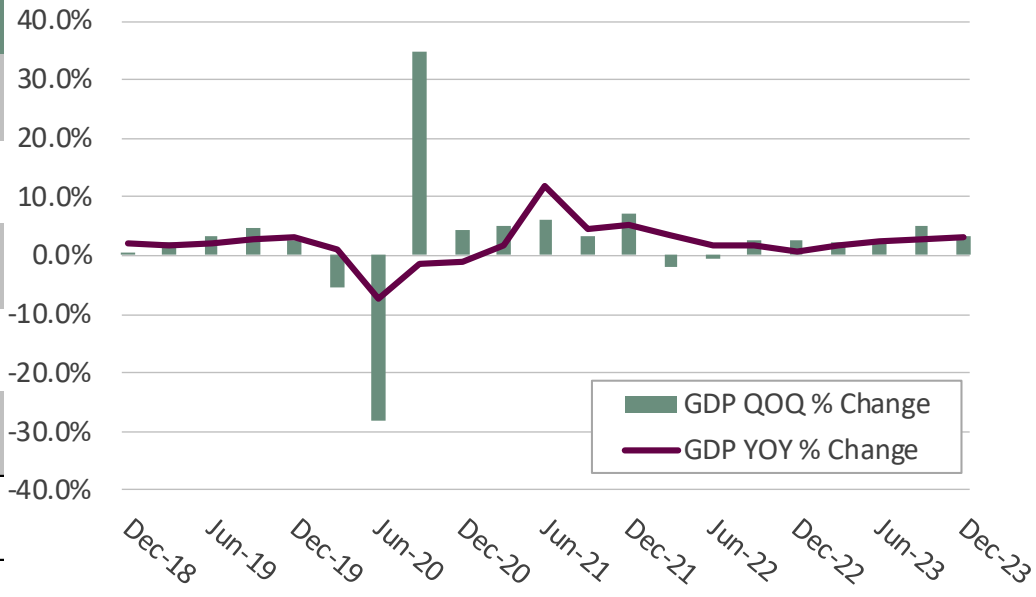
The Institute for Supply Management (ISM) Manufacturing index unexpectedly expanded to 50.3 in March from 47.8 in February, marking the first month of expansion in factory activity above a reading of 50 since 2022. Production and new orders surged, while employment improved and prices paid increased. The ISM Services Index fell to 51.4 in March from 52.6 in February but remained in expansion territory for the 15th consecutive month. The survey reflected slower growth in new orders, a contraction in employment, faster supplier deliveries, and declining price pressures.

# Gross Domestic Product (GDP)

Components of GDP	3/23	6/23	9/23	12/23
Personal Consumption Expenditures	2.5%	0.6%	2.1%	2.2%
Gross Private Domestic Investment	-1.7%	0.9%	1.7%	0.2%
Net Exports and Imports	0.6%	0.0%	0.0%	0.3%
Federal Government Expenditures	0.3%	0.1%	0.5%	0.2%
State and Local (Consumption and Gross Investment)	0.5%	0.5%	0.5%	0.6%
<b>Total</b>	<b>2.3%</b>	<b>2.1%</b>	<b>4.9%</b>	<b>3.4%</b>

Source: US Department of Commerce

### Gross Domestic Product (GDP)

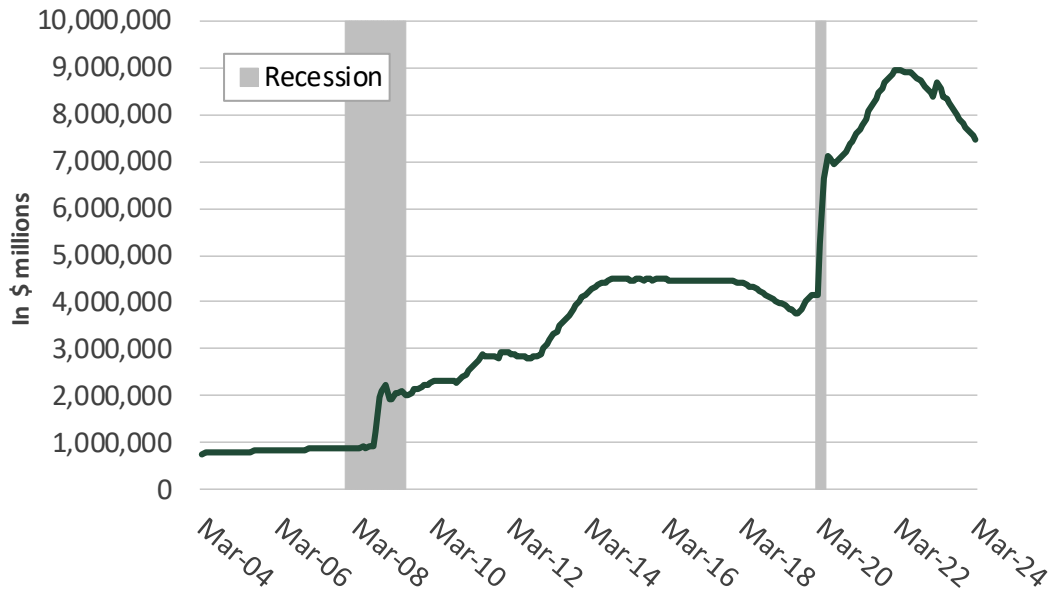


Source: US Department of Commerce

According to the third estimate, fourth quarter GDP increased at an annualized rate of 3.4%, revised up from the second estimate of 3.2%. The upward revision was due mainly to stronger personal consumption expenditures and nonresidential investment. GDP growth for the full year 2023 is estimated at 2.5%. The consensus projection calls for 2.0% growth in the first quarter and 2.2% growth for the full year 2024.

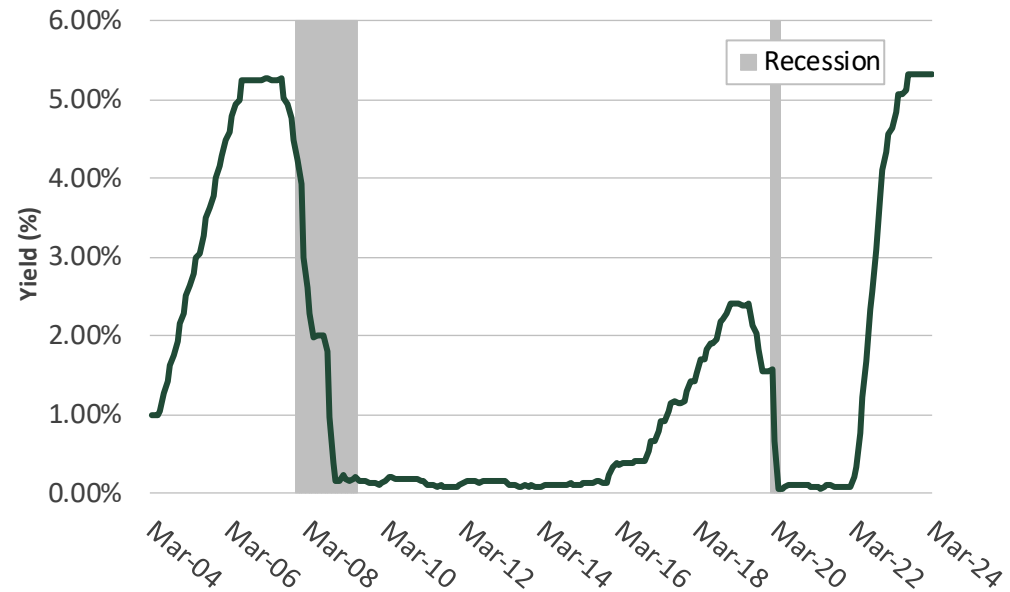
# Federal Reserve

Federal Reserve Balance Sheet Assets



Source: Federal Reserve

Effective Federal Funds Rate

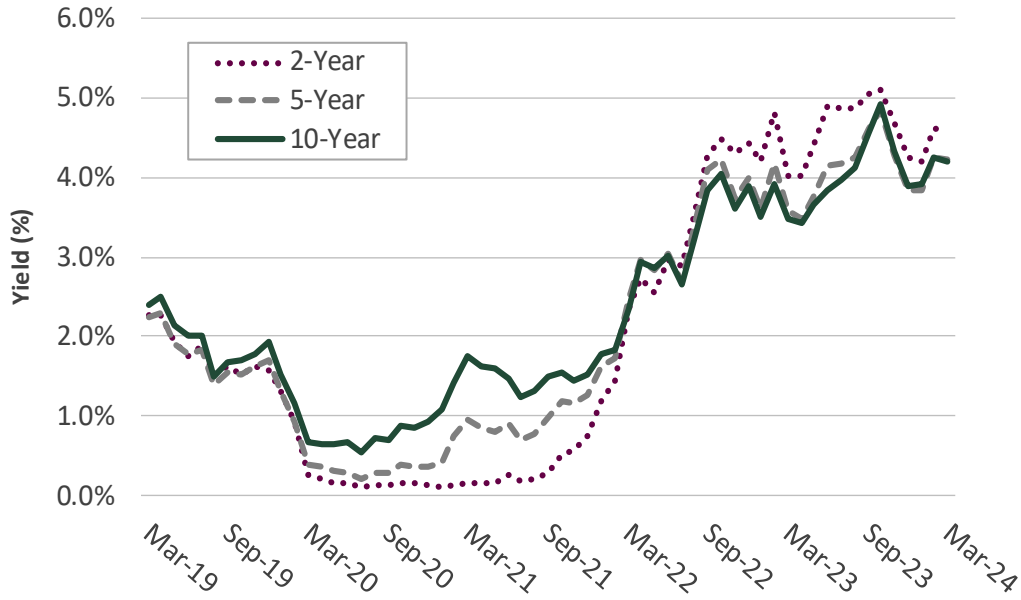


Source: Bloomberg

As expected at the March meeting, the Federal Open Market Committee voted unanimously to leave the federal funds rate unchanged at a target range of 5.25-5.50%. The FOMC Statement and Summary of Economic Projections (SEP) was minimally changed from January. The Fed assesses the progress to achieving its employment and inflation goals are moving into better balance, yet changes to monetary policy remain data dependent. For 2024, the March SEP showed stronger real GDP growth outlook of 2.1% from 1.4% in December as labor market and consumer data have been resilient. Core inflation projections nudged up from 2.4% to 2.6%. The median projection for the Federal Funds rate by the end of the year remained the same at 4.625%, implying three 0.25% cuts in 2024, three cuts in 2025 and three cuts in 2026. We believe the FOMC will loosen monetary policy in mid-2024 as inflation and economic growth continue to moderate. Since the Fed began its Quantitative Tightening campaign in June 2022, securities holdings have declined by over \$1.5T to approximately \$7.5T.

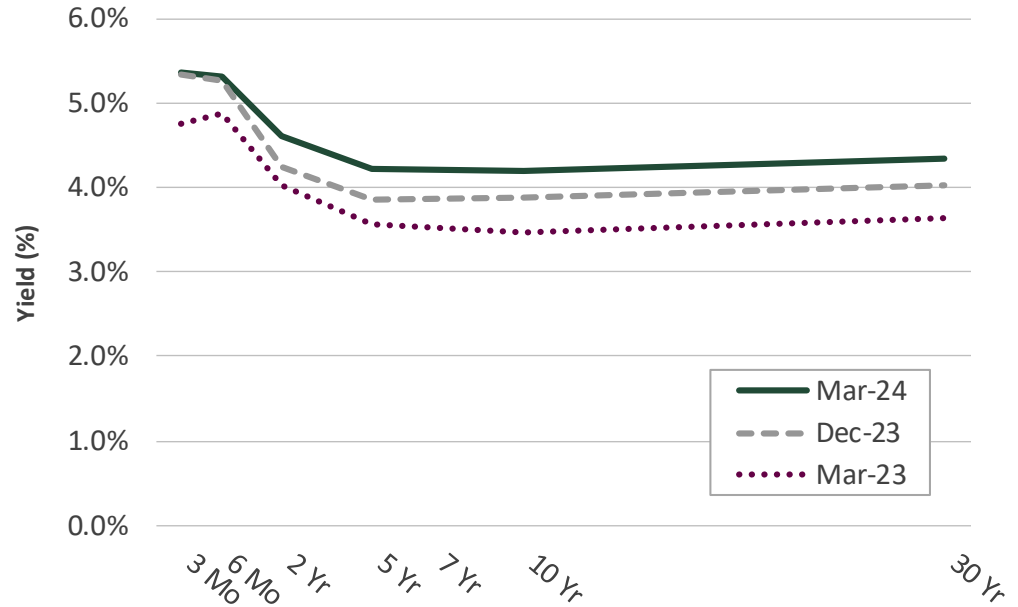
# Bond Yields

### US Treasury Note Yields



Source: Bloomberg

### US Treasury Yield Curve



Source: Bloomberg

At the end of March, the 2-year Treasury yield was 59 basis point higher, and the 10-Year Treasury yield was 73 basis points higher, year-over-year. The inversion between the 2-year Treasury yield and 10-year Treasury yield widened to -42 basis points at March month-end versus -37 basis points at February month-end. The average historical spread (since 2003) is about +130 basis points. The inversion between 3-month and 10-year Treasuries widened to -117 basis points in March from -113 basis points in February.





## Section 2 | Account Profile

## Investment Objectives

Safety of principal is the foremost objective of the investment program. The investment portfolio shall remain sufficiently liquid to meet all requirements that may be reasonably anticipated. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs.

## Chandler Asset Management Performance Objective

The performance objective for the portfolio is to earn a total rate of return through a market cycle that is equal to or above the return on the benchmark index.

## Strategy

In order to achieve this objective, the portfolio invests in high-quality fixed income securities that comply with the investment policy and all regulations governing the funds.

## San Rafael Consolidated

*This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by Client. Chandler relies on Client to provide accurate information for reporting assets and producing this compliance statement.*

Category	Standard	Comment
U.S. Treasuries	No limit; 5 years max maturity	Complies
Federal Agencies	No limit; 5 years max maturity; Federal Agency securities and Federal instrumentality (government sponsored enterprises)	Complies
Supranational Obligations	"AA" rated or higher by a NRSRO; 15% max; 5 years max maturity; USD denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by IBRD, IFC, or IADB	Complies
Municipal Securities	Special Assessment District Obligations issued by the City of San Rafael as Limited Obligation Improvement Bonds related to special assessment districts and special tax districts; Investments in such obligations requires the approval of the City Council and maturities may extend to 30 years	Complies
Corporate Medium Term Notes	"A" rated or higher by a NRSRO; 30% max; 5% max per issuer; 5 years max maturity; Issued by corporations organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S.	Complies
Asset-Backed, Mortgage-Backed, Mortgage Pass-Through Securities, and Collateralized Mortgage Obligations	"AA" rating category or better by a NRSRO; "A" issuer rated or better by a NRSRO; 20% max (combined); 5 years max maturity	Complies
Negotiable Certificates of Deposit (NCD)	A-1 rated or equivalent; 30% max (aggregate CDs); 5% max per issuer; 5 years max maturity	Complies
Certificate of Deposit Placement Service (CDARS)	30% max (aggregate CDs); 5% max per private sector entity	Complies
Time Deposits (Non-negotiable CD/TD)	30% max (aggregate CDs); 5% max per issuer; 5 years max maturity; FDIC insured/ Collateralized	Complies
Banker's Acceptances	A-1 short-term debt rated or better by a NRSRO; or A rated or better by a NRSRO, if issuers have senior debt outstanding; 40% max; \$2 million max per commercial bank; 180 days max maturity; Issued by FDIC insured commercial banks	Complies
Commercial Paper	25% max; 5% max per issuer; 270 days maturity; 10% max of the outstanding commercial paper of any single issuer; Issued by an entity that meets all of the following conditions in either (a) or (b): a. (i) organized and operating in the U.S. as general corporation; (ii) have total assets > \$500 million; (iii) "A" rating or better by a NRSRO, if issuer has debt; b. (i) organized within the U.S. as a special purpose corporation, trust, or limited liability company; (ii) have program-wide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond; (iii) rated "A-1" or better by a NRSRO	Complies
Money Market Mutual Funds	10% max; Registered under Investment Company Act of 1940 that: 1) are "No load"; 2) have constant daily NAV per share of \$1.00; 3) invest only in US Treasuries, US Agency securities and Federal Instrumentalities; and 4) AAA rating or better by two NRSROs	Complies

## San Rafael Consolidated

*This portfolio is a consolidation of assets managed by Chandler Asset Management and assets managed internally by Client. Chandler relies on Client to provide accurate information for reporting assets and producing this compliance statement.*

Category	Standard	Comment
Local Agency Investment Fund (LAIF)	Pursuant to California Government Code; Not used by investment adviser	<i>Complies</i>
Repurchase Agreements	1 year max maturity; 102% Collateralized by U.S. Treasuries, Federal Agency securities, or Federal Instrumentality securities; Not used by investment adviser	<i>Complies</i>
Client Directive on Fossil Fuels	Refrain from making direct investments in issuers whose primary business revenue is derived from the exploration , extraction, and processing of fossil fuels (per Client Directive)	<i>Complies *</i>
Maximum Maturity	5 years max maturity, unless the City Council has by resolution granted authority to make such an investment at least three (3) months prior to the date of investment	<i>Complies</i>

*Inherited security; Chevron (166764BW9)*

## City of San Rafael

	03/31/24		12/31/23
	Benchmark*	Portfolio	Portfolio
<b>Average Maturity (yrs)</b>	1.85	2.11	2.13
<b>Average Modified Duration</b>	1.76	1.76	1.71
<b>Average Purchase Yield</b>	n/a	3.57%	3.40%
<b>Average Market Yield</b>	4.73%	5.00%	4.70%
<b>Average Quality**</b>	AA+	AA	AA/Aa1
<b>Total Market Value</b>		46,326,789	46,059,792

\*ICE BofA 1-3 Yr US Treasury & Agency Index

\*\*Benchmark is a blended rating of S&P, Moody's, and Fitch. Portfolio is S&P and Moody's respectively.

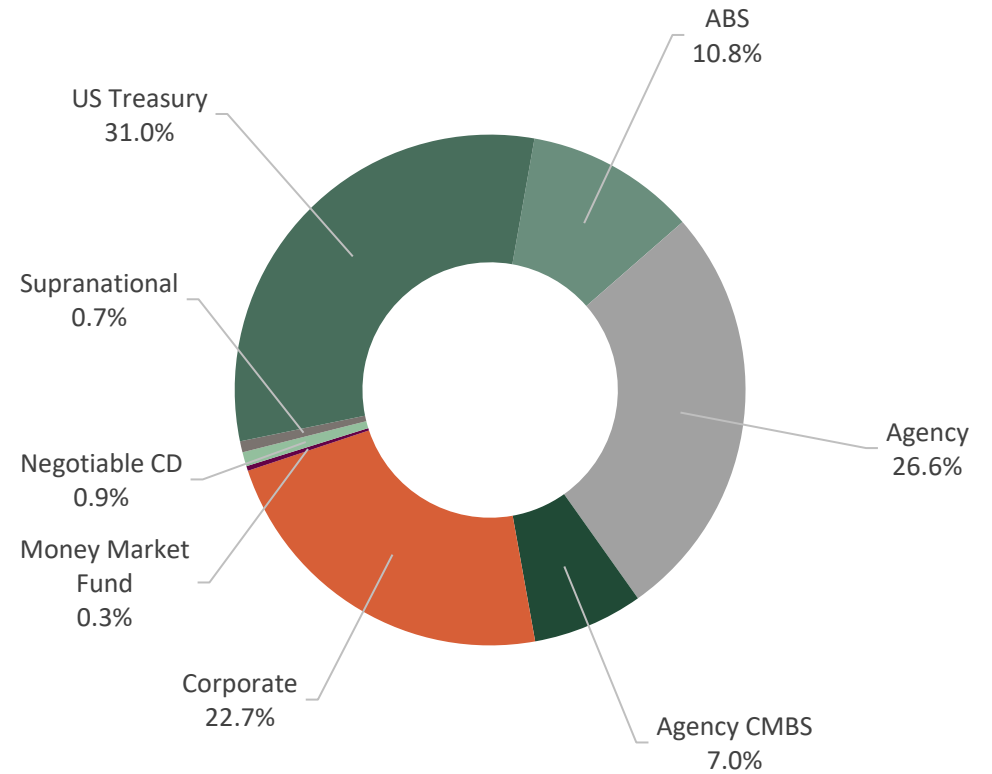
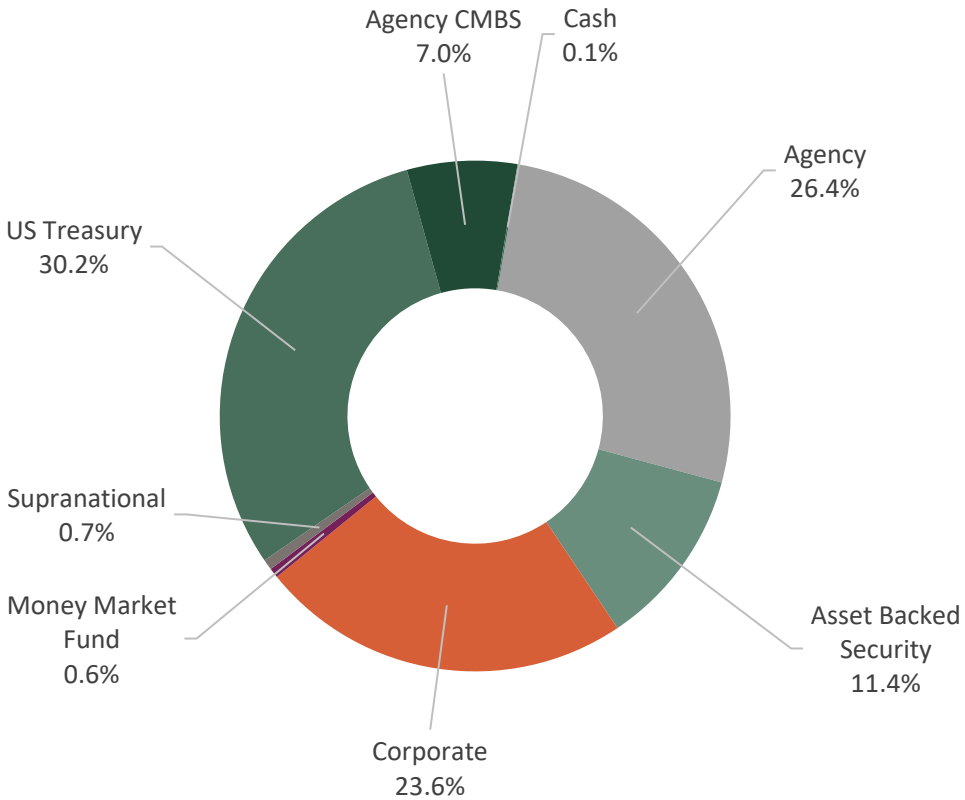
# Sector Distribution

As of March 31, 2024

## City of San Rafael

March 31, 2024

December 31, 2023





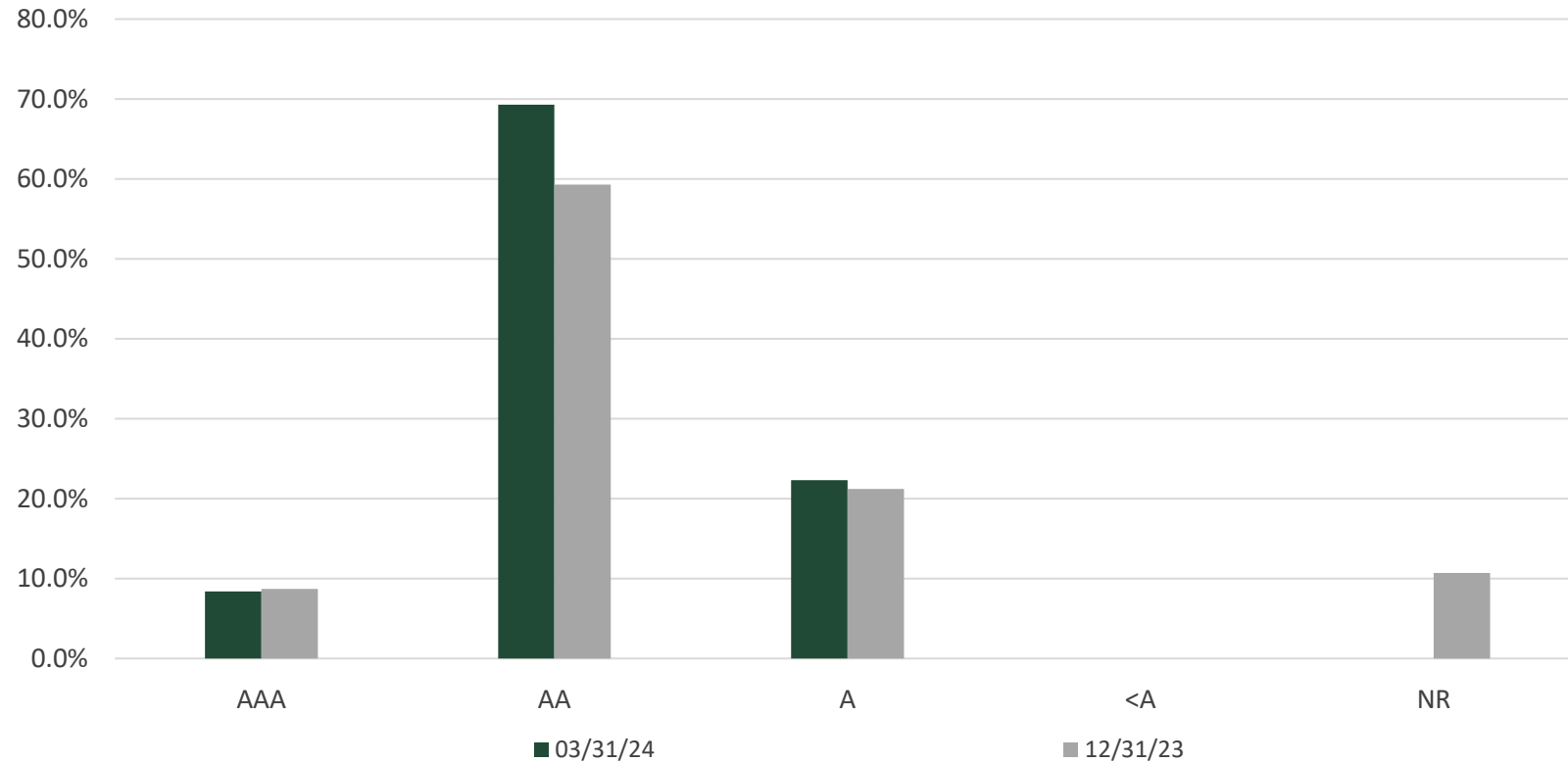
## City of San Rafael – Account #11045

Issue Name	Investment Type	% Portfolio
United States Government	US Treasury	30.24%
Federal Home Loan Bank	Agency	14.49%
Federal Farm Credit Bank	Agency	7.71%
Federal Home Loan Mortgage Corp	Agency CMBS	6.97%
Federal National Mortgage Association	Agency	4.21%
Toyota ABS	Asset Backed Security	2.01%
American Express ABS	Asset Backed Security	2.35%
John Deere ABS	Asset Backed Security	1.90%
JP Morgan Chase & Co	Corporate	1.69%
Bank of America Credit Card Trust	Asset Backed Security	1.60%
ChevronTexaco Corp	Corporate	1.46%
Honda ABS	Asset Backed Security	1.35%
Bank of Montreal Chicago	Corporate	1.32%
Paccar Financial	Corporate	1.29%
Toronto Dominion Holdings	Corporate	1.26%
Bank of America Corp	Corporate	1.26%
National Rural Utilities	Corporate	1.20%
Nextera Energy Capital	Corporate	1.20%
Royal Bank of Canada	Corporate	1.20%
Cisco Systems	Corporate	1.19%
Prologis Trust	Corporate	1.15%
State Street Bank	Corporate	1.14%
Deere & Company	Corporate	1.09%
Pfizer Inc.	Corporate	1.09%
JP Morgan ABS	Asset Backed Security	1.08%
Chubb Corporation	Corporate	1.06%
Realty Income Corp	Corporate	1.04%
Morgan Stanley	Corporate	1.03%
BMW Vehicle Lease Trust	Asset Backed Security	0.94%
Bank of New York	Corporate	0.77%
Public Service El & Gas	Corporate	0.70%
International Finance Corp	Supranational	0.67%
First American Treasury MMF Class Y	Money Market Fund	0.62%
Mercedes-Benz	Asset Backed Security	0.56%
Merck & Company	Corporate	0.28%
BMW ABS	Asset Backed Security	0.20%
Account Receivable Payable	Cash	0.12%
<b>TOTAL</b>		<b>100.00%</b>

# Quality Distribution

As of March 31, 2024

**City of San Rafael**  
**March 31, 2024 vs. December 31, 2023**



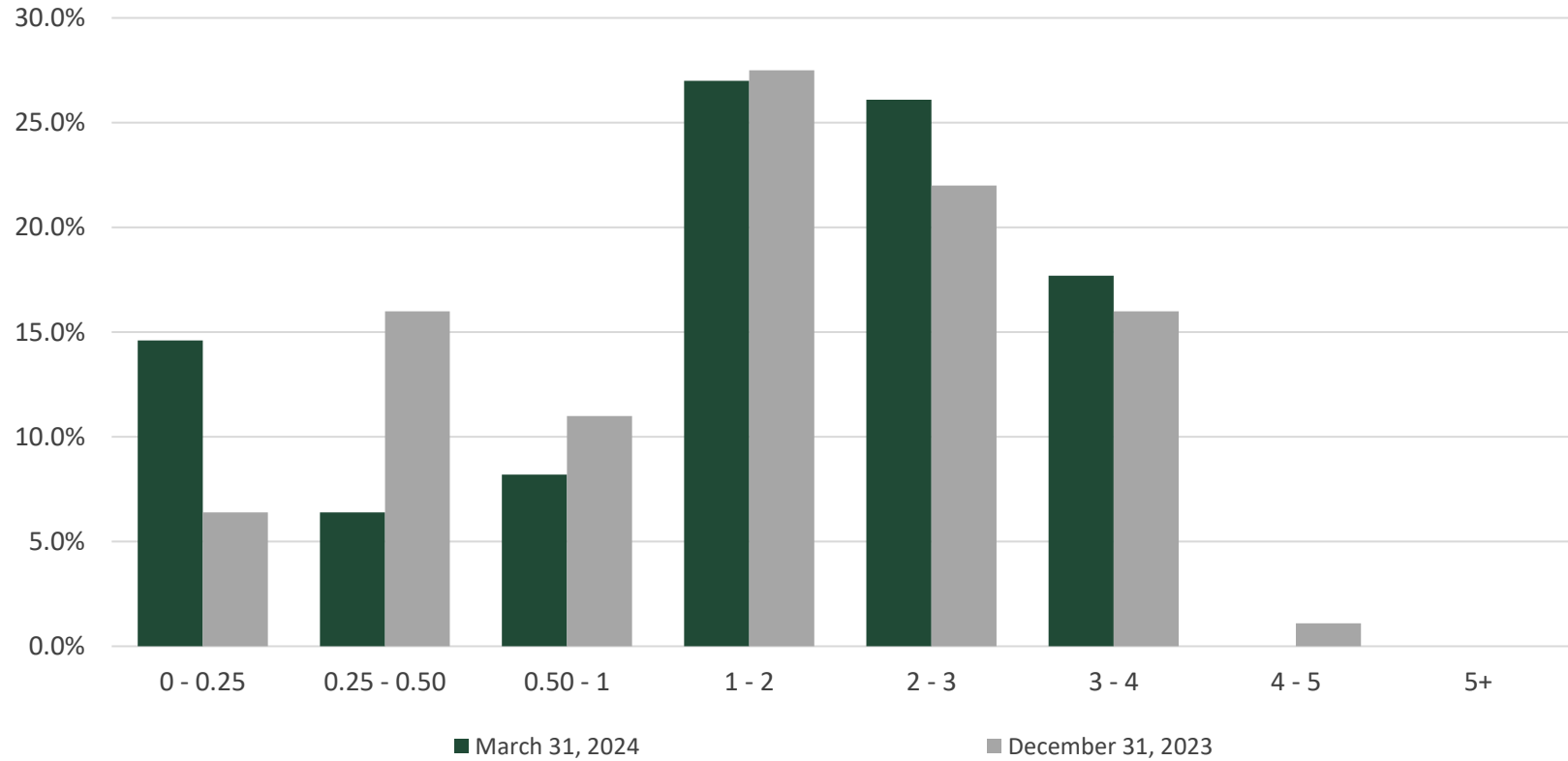
	AAA	AA	A	<A	NR
03/31/24	76.4%	11.3%	12.3%	0.0%	0.0%
12/31/23	8.7%	59.3%	21.2%	0.0%	10.7%

Source: S&P Ratings

# Duration Distribution

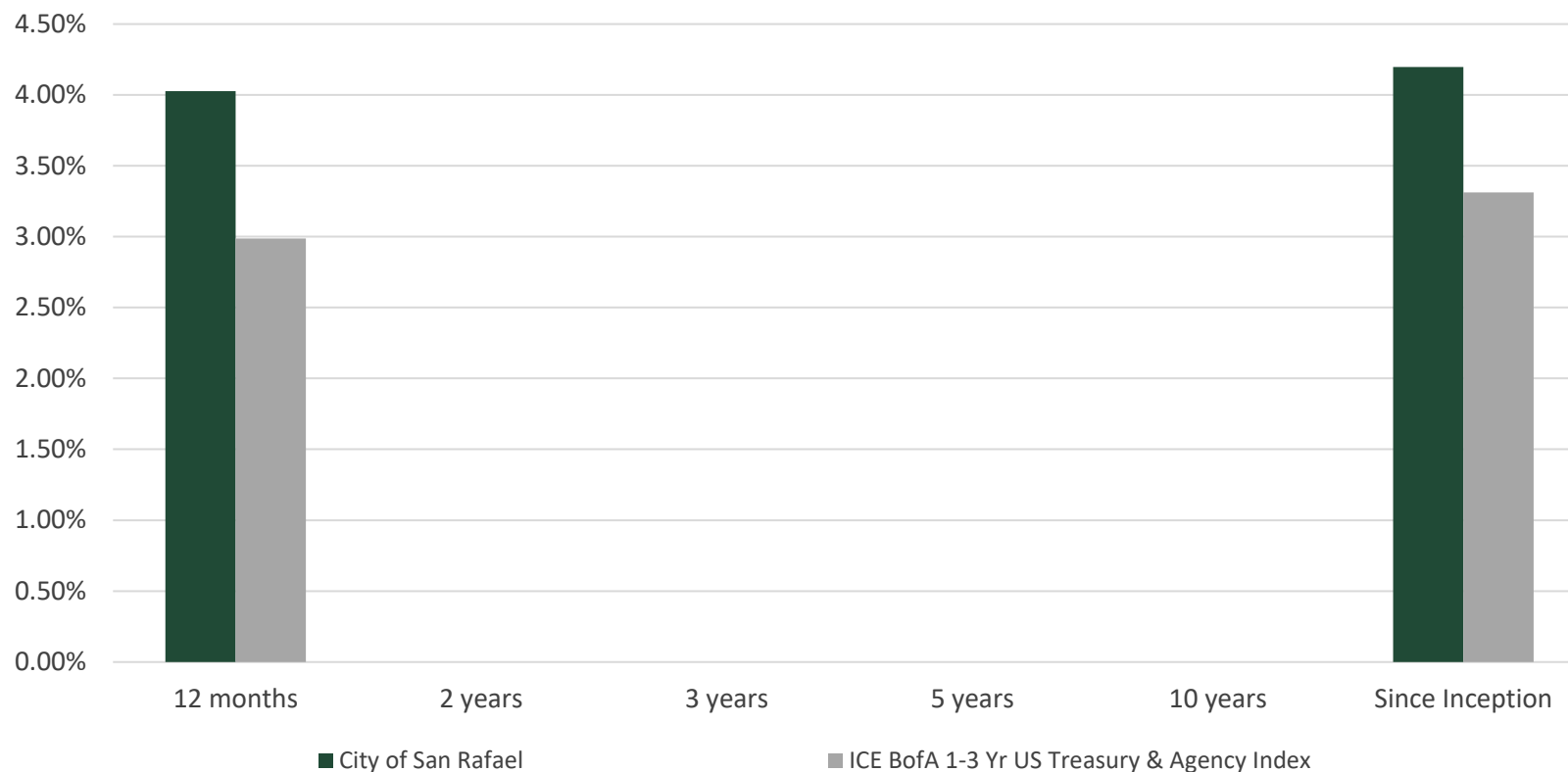
As of March 31, 2024

**City of San Rafael**  
**March 31, 2024 vs. December 31, 2023**



	0 - 0.25	0.25 - 0.50	0.50 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5+
03/31/24	14.6%	6.4%	8.2%	27.0%	26.1%	17.7%	0.0%	0.0%
12/31/23	6.4%	16.0%	11.0%	27.5%	22.0%	16.0%	1.1%	0.0%

## City of San Rafael Total Rate of Return Annualized Since Inception January 31, 2023



TOTAL RATE OF RETURN	Annualized						
	3 months	12 months	2 years	3 years	5 years	10 years	Since Inception
City of San Rafael	0.59%	4.10%	N/A	N/A	N/A	N/A	4.27%
ICE BofA 1-3 Yr US Treasury & Agency Index	0.30%	2.99%	N/A	N/A	N/A	N/A	3.32%

Total rate of return: A measure of a portfolio’s performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains and losses in the portfolio.

## San Rafael Reporting

	03/31/24 Portfolio	12/31/23 Portfolio
<b>Average Maturity (yrs)</b>	0.00	0.00
<b>Modified Duration</b>	0.00	0.00
<b>Average Purchase Yield</b>	4.23%	3.95%
<b>Average Market Yield</b>	4.23%	3.95%
<b>Average Quality*</b>	AAA	NR/NR
<b>Total Market Value</b>	54,018,209	54,136,278

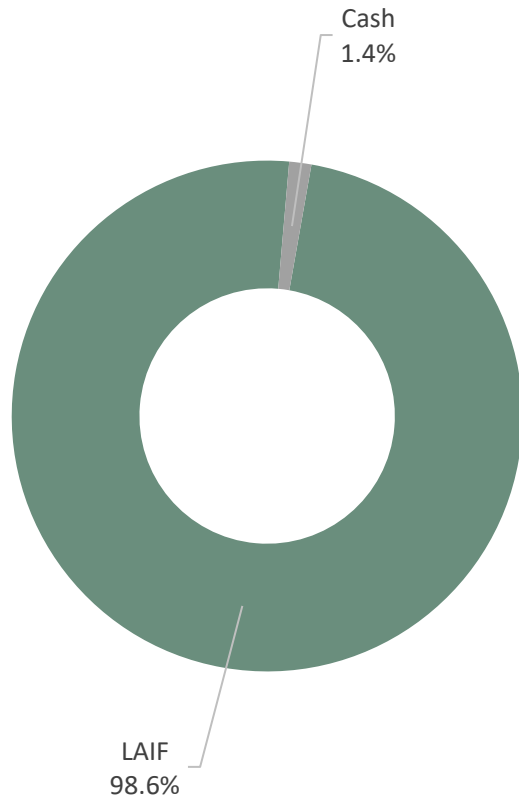
*\*Portfolio is S&P and Moody's, respectively.*

# Sector Distribution

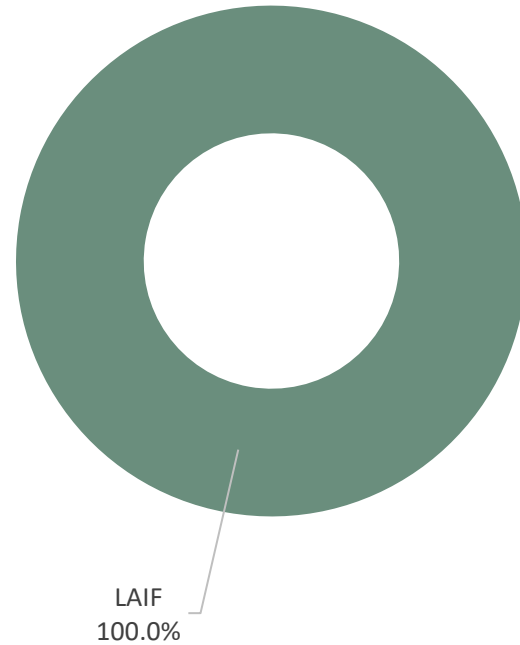
As of March 31, 2024

## San Rafael Reporting

March 31, 2024



December 31, 2023



## Portfolio Characteristics

As of March 31, 2024

### San Rafael Consolidated

	03/31/24 Portfolio	12/31/23 Portfolio
<b>Average Maturity (yrs)</b>	0.97	0.98
<b>Modified Duration</b>	0.81	0.79
<b>Average Purchase Yield</b>	3.93%	3.70%
<b>Average Market Yield</b>	4.58%	4.29%
<b>Average Quality*</b>	AA	AA/Aa1
<b>Total Market Value</b>	100,344,998	100,196,070

\* Portfolio is S&P and Moody's respectively.

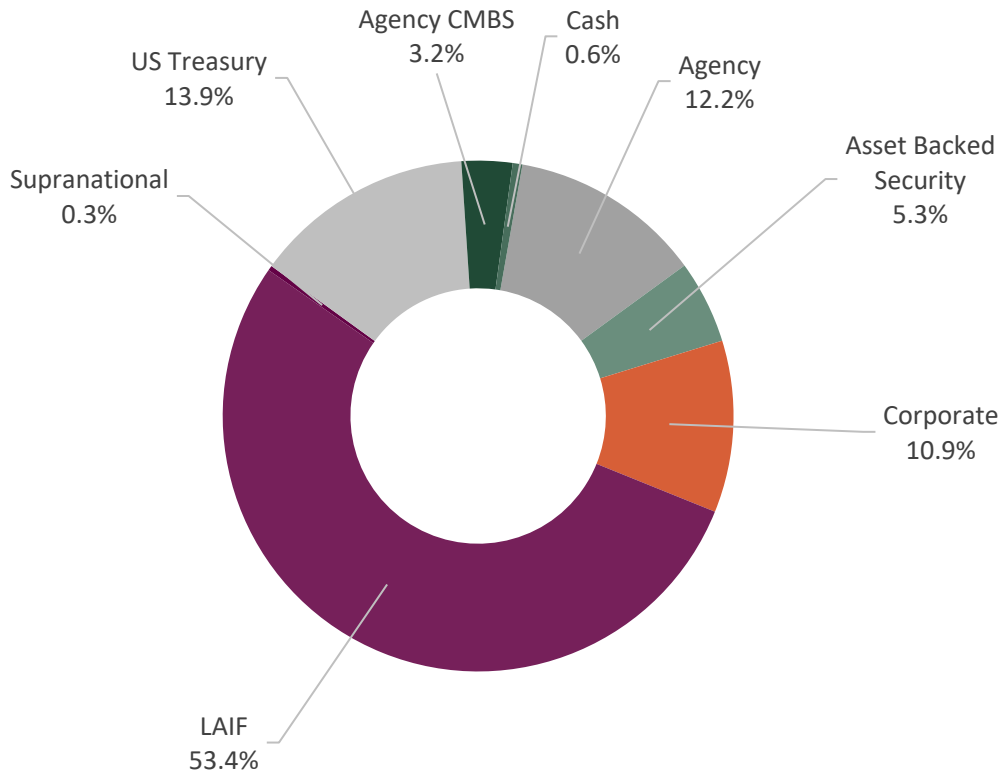


# Sector Distribution

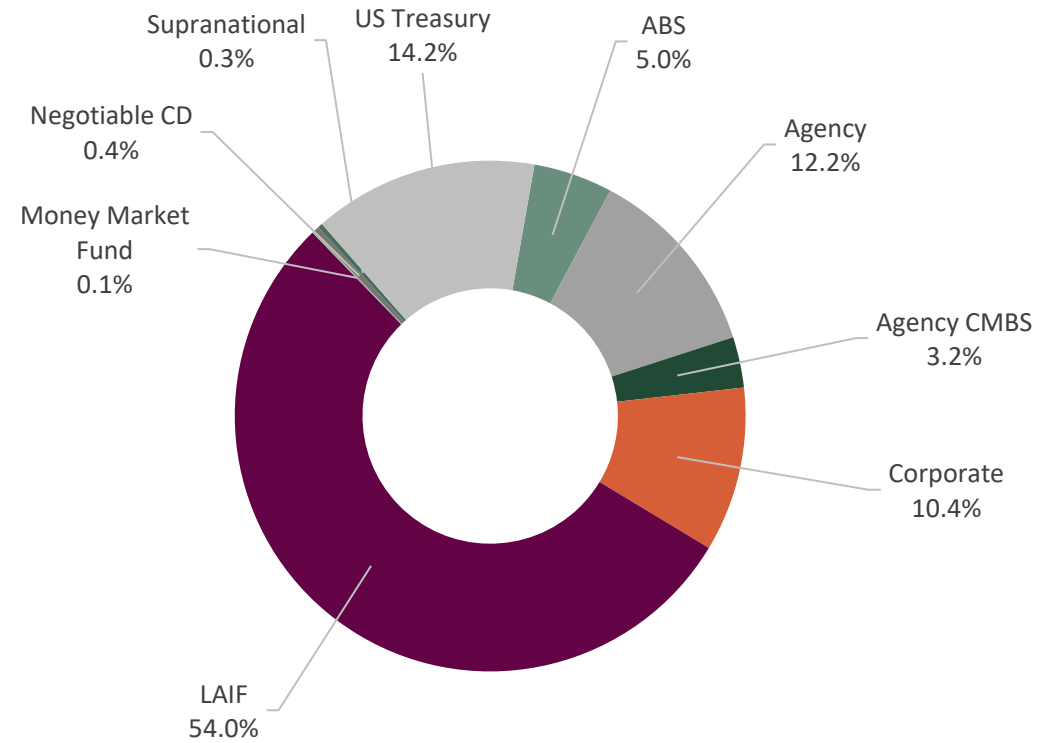
As of March 31, 2024

## San Rafael Consolidated

March 31, 2024



December 31, 2023





## Section 3 | Portfolio Holdings

# HOLDINGS REPORT



City of San Rafael | Account #11045 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
<b>ABS</b>									
02582JIT8	AMXCA 2022-2 A 05/17/2027	600,000.00	04/17/2023 4.65%	585,632.81 589,488.24	97.93 5.33%	587,604.48 904.00	1.28% (1,883.76)	NA/AAA AAA	1.12 1.60
05593AAC3	BMWLT 2023-1 A3 5.16 11/25/2025	435,000.00	-- 5.32%	435,745.64 435,326.63	99.76 5.64%	433,977.27 374.10	0.94% (1,349.36)	Aaa/AAA NA	1.65 0.64
05522RDH8	BACCT 2023-2 A 4.98 11/16/2026	300,000.00	02/20/2024 4.88%	301,125.00 301,081.04	100.24 5.30%	300,718.65 664.00	0.65% (362.39)	Aaa/NA AAA	2.63 2.40
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	120,000.00	02/16/2023 5.09%	119,977.70 119,983.61	99.74 5.59%	119,689.49 168.00	0.26% (294.12)	Aaa/NA AAA	3.06 1.74
58768PAC8	MBART 2022-1 A3 5.21 08/16/2027	260,000.00	02/15/2023 5.03%	261,340.63 260,920.78	99.89 5.58%	259,724.32 602.04	0.56% (1,196.46)	Aaa/AAA NA	3.38 1.59
89239HAD0	TAOT 2022-D A3 5.3 09/15/2027	350,000.00	02/10/2023 4.86%	354,128.91 352,858.48	100.24 5.57%	350,826.49 824.44	0.76% (2,031.99)	Aaa/NA AAA	3.46 1.83
47800CAC0	JDOT 2023 A3 5.01 11/15/2027	880,000.00	-- 3.66%	882,243.24 881,637.59	99.71 5.59%	877,422.22 1,959.47	1.90% (4,215.37)	Aaa/NA AAA	3.63 1.78
891941AD8	TAOT 2023-B A3 4.71 02/15/2028	300,000.00	10/03/2023 5.68%	294,058.59 294,743.01	99.26 5.57%	297,785.55 628.00	0.65% 3,042.54	Aaa/NA AAA	3.88 2.27
05592XAD2	BMWOT 2023-A A3 5.47 02/25/2028	90,000.00	07/11/2023 5.47%	89,984.05 89,986.49	100.41 5.49%	90,369.17 82.05	0.20% 382.68	NA/AAA AAA	3.91 2.26
05522RDF2	BACCT 2022-2 A 5.0 04/17/2028	440,000.00	04/18/2023 4.59%	444,812.50 443,383.54	99.74 5.44%	438,848.04 977.78	0.95% (4,535.50)	Aaa/AAA NA	4.05 1.52
438123AC5	HAROT 2023-4 A3 5.67 06/21/2028	500,000.00	12/07/2023 5.10%	507,480.47 506,884.01	101.21 5.44%	506,050.65 787.50	1.10% (833.36)	Aaa/NA AAA	4.22 2.50
02582JKD1	AMXCA 2023-3 A 5.23 09/15/2028	490,000.00	09/12/2023 5.29%	489,978.10 489,980.44	100.69 5.34%	493,363.16 1,138.98	1.07% 3,382.72	NA/AAA AAA	4.46 2.25
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	495,000.00	09/07/2023 5.17%	494,862.79 494,877.74	100.51 5.33%	497,522.97 1,135.20	1.08% 2,645.23	NR/AAA AAA	4.46 2.26
<b>Total ABS</b>		<b>5,260,000.00</b>	<b>4.82%</b>	<b>5,261,370.43</b> <b>5,261,151.60</b>	<b>99.89</b> <b>5.47%</b>	<b>5,253,902.45</b> <b>10,245.56</b>	<b>11.40%</b> <b>(7,249.14)</b>	<b>Aaa/AAA</b> <b>AAA</b>	<b>3.36</b> <b>1.87</b>

**AGENCY**

# HOLDINGS REPORT



City of San Rafael | Account #11045 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Rating	Maturity Duration
3133EMWV0	FEDERAL FARM CREDIT BANKS FUNDING CORP 0.35 04/22/2024	1,000,000.00	01/12/2023 0.35%	1,000,000.00 1,000,000.00	99.72 5.12%	997,224.02 1,545.83	2.16% (2,775.98)	Aaa/AA+ AA+	0.06 0.06
3130AMQQ8	FEDERAL HOME LOAN BANKS 0.35 04/23/2024	1,000,000.00	01/12/2023 0.35%	1,000,000.00 1,000,000.00	99.70 5.23%	997,023.38 952.78	2.16% (2,976.62)	Aaa/AA+ AA+	0.06 0.07
3136G46B4	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.35 04/26/2024	1,200,000.00	01/12/2023 0.37%	1,199,700.00 1,199,984.04	99.67 5.14%	1,196,012.36 1,808.33	2.60% (3,971.68)	Aaa/AA+ AA+	0.07 0.07
3133EMYR7	FEDERAL FARM CREDIT BANKS FUNDING CORP 0.375 05/06/2024	1,000,000.00	01/12/2023 0.37%	1,000,000.00 1,000,000.00	99.50 5.51%	995,029.96 1,510.42	2.16% (4,970.04)	Aaa/AA+ AA+	0.10 0.10
3135GOV75	FEDERAL NATIONAL MORTGAGE ASSOCIATION 1.75 07/02/2024	750,000.00	01/12/2023 1.44%	753,426.75 750,587.08	99.09 5.38%	743,160.67 3,244.79	1.61% (7,426.41)	Aaa/AA+ AA+	0.25 0.25
3133EPBF1	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.875 08/21/2024	1,000,000.00	02/15/2023 4.98%	998,490.00 999,608.01	99.85 5.25%	998,471.32 5,416.67	2.17% (1,136.69)	Aaa/AA+ AA+	0.39 0.39
3130AV7L0	FEDERAL HOME LOAN BANKS 5.0 02/28/2025	1,100,000.00	03/02/2023 5.07%	1,098,548.00 1,099,335.83	99.86 5.16%	1,098,427.47 5,041.67	2.38% (908.36)	Aaa/AA+ AA+	0.91 0.88
3130AWER7	FEDERAL HOME LOAN BANKS 4.625 06/06/2025	775,000.00	06/09/2023 4.67%	774,356.75 774,617.60	99.62 4.95%	772,066.76 11,450.09	1.68% (2,550.83)	Aaa/AA+ AA+	1.18 1.12
3130ATHT7	FEDERAL HOME LOAN BANKS 4.375 09/12/2025	1,300,000.00	01/12/2023 4.28%	1,303,159.00 1,301,715.72	99.41 4.80%	1,292,292.01 3,001.74	2.81% (9,423.70)	Aaa/AA+ AA+	1.45 1.39
3130ATUC9	FEDERAL HOME LOAN BANKS 4.5 12/12/2025	1,000,000.00	02/13/2023 4.32%	1,004,720.00 1,002,835.66	99.50 4.81%	994,960.88 13,625.00	2.16% (7,874.78)	Aaa/AA+ AA+	1.70 1.60
3130AWGR5	FEDERAL HOME LOAN BANKS 4.375 06/12/2026	525,000.00	06/28/2023 4.43%	524,165.25 524,379.55	99.52 4.60%	522,505.24 6,954.43	1.13% (1,874.31)	Aaa/AA+ AA+	2.20 2.05
3133EPSW6	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 08/14/2026	560,000.00	08/09/2023 4.58%	558,712.00 558,983.47	99.94 4.53%	559,647.59 3,290.00	1.21% 664.12	Aaa/AA+ AA+	2.37 2.22
3130AXU63	FEDERAL HOME LOAN BANKS 4.625 11/17/2026	500,000.00	12/18/2023 4.23%	505,325.00 504,804.51	100.26 4.52%	501,285.83 8,607.64	1.09% (3,518.68)	Aaa/AA+ AA+	2.63 2.42
3130ATUS4	FEDERAL HOME LOAN BANKS 4.25 12/10/2027	500,000.00	05/15/2023 3.66%	512,310.00 509,942.41	99.46 4.41%	497,310.50 6,552.08	1.08% (12,631.91)	Aaa/AA+ AA+	3.70 3.35
<b>Total Agency</b>		<b>12,210,000.00</b>	<b>2.91%</b>	<b>12,232,912.75</b> <b>12,226,793.87</b>	<b>99.64</b> <b>5.02%</b>	<b>12,165,418.00</b> <b>73,001.46</b>	<b>26.41%</b> <b>(61,375.86)</b>	<b>Aaa/AA+</b> <b>AA+</b>	<b>0.99</b> <b>0.93</b>

AGENCY CMBS

# HOLDINGS REPORT



City of San Rafael | Account #11045 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
3137BVZ82	FHMS K-063 A2 3.43 01/25/2027	700,000.00	06/07/2023 4.53%	674,542.97 680,304.61	96.65 5.08%	676,561.83 2,000.83	1.47% (3,742.78)	Aaa/AA+ AAA	2.82 2.50
3137F1G44	FHMS K-065 A2 3.243 04/25/2027	450,000.00	06/08/2023 4.39%	431,736.33 435,591.70	95.93 5.04%	431,705.34 1,216.12	0.94% (3,886.36)	Aaa/AA+ AAA	3.07 2.78
3137FBBX3	FHMS K-068 A2 3.244 08/25/2027	240,000.00	06/08/2023 4.34%	229,940.63 231,892.55	95.60 5.02%	229,430.64 648.80	0.50% (2,461.91)	Aaa/AA+ AA+	3.40 3.08
3137FBU79	FHMS K-069 A2 3.187 09/25/2027	500,000.00	06/09/2023 4.41%	476,601.56 481,038.15	95.40 5.02%	476,984.80 1,327.92	1.04% (4,053.35)	Aaa/AAA AA+	3.49 3.11
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	670,000.00	05/24/2023 4.27%	643,932.81 648,704.80	95.63 5.03%	640,702.71 1,870.42	1.39% (8,002.09)	Aaa/AA+ AAA	3.82 3.42
3137FG6X8	FHMS K-077 A2 3.85 05/25/2028	780,000.00	05/24/2023 4.24%	765,679.69 768,124.82	97.01 5.05%	756,657.95 2,502.50	1.64% (11,466.86)	Aaa/AA+ AAA	4.15 3.67
<b>Total Agency CMBS</b>		<b>3,340,000.00</b>	<b>4.36%</b>	<b>3,222,433.99</b> <b>3,245,656.62</b>	<b>96.17</b> <b>5.05%</b>	<b>3,212,043.27</b> <b>9,566.59</b>	<b>6.97%</b> <b>(33,613.35)</b>	<b>Aaa/AA+</b> <b>AAA</b>	<b>3.51</b> <b>3.13</b>
<b>CASH</b>									
CCYUSD	Receivable	53,495.73	-- 0.00%	53,495.73 53,495.73	1.00 0.00%	53,495.73 0.00	0.12% 0.00	Aaa/AAA AAA	0.00 0.00
<b>Total Cash</b>		<b>53,495.73</b>	<b>0.00%</b>	<b>53,495.73</b> <b>53,495.73</b>	<b>1.00</b> <b>0.00%</b>	<b>53,495.73</b> <b>0.00</b>	<b>0.12%</b> <b>0.00</b>	<b>Aaa/AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>CORPORATE</b>									
717081DM2	PFIZER INC 3.4 05/15/2024	500,000.00	01/12/2023 (1.82%)	537,160.00 503,206.89	99.73 5.57%	498,637.96 6,422.22	1.08% (4,568.92)	A2/A A	0.12 0.13
166764BW9	CHEVRON CORP 1.554 05/11/2025	700,000.00	01/12/2023 3.65%	667,380.00 684,457.53	96.17 5.15%	673,164.86 4,230.33	1.46% (11,292.67)	Aa2/AA- NA	1.11 1.08
78016FZT4	ROYAL BANK OF CANADA 4.875 01/12/2026	550,000.00	07/19/2023 5.34%	544,197.50 545,830.65	99.65 5.08%	548,048.94 5,883.85	1.19% 2,218.29	A1/A AA-	1.79 1.67
46647PBH8	JPMORGAN CHASE & CO 2.005 03/13/2026	600,000.00	01/12/2023 3.26%	577,518.00 586,172.40	96.68 5.65%	580,058.96 601.50	1.26% (6,113.44)	A1/A- AA-	1.95 0.92

# HOLDINGS REPORT



City of San Rafael | Account #11045 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Ratings	Maturity Duration
69371RS49	PACCAR FINANCIAL CORP 4.45 03/30/2026	600,000.00	03/28/2023 4.47%	599,634.00 599,756.89	99.23 4.86%	595,376.53 74.17	1.29% (4,380.36)	A1/A+ NA	2.00 1.85
00440EAV9	CHUBB INA HOLDINGS INC 3.35 05/03/2026	500,000.00	03/09/2023 5.09%	475,060.00 483,431.32	96.60 5.09%	482,991.29 6,886.11	1.05% (440.03)	A3/A A	2.09 1.96
341081GR2	FLORIDA POWER & LIGHT CO 4.45 05/15/2026	550,000.00	05/18/2023 4.65%	547,030.00 547,889.09	99.04 4.93%	544,700.24 9,246.11	1.18% (3,188.85)	A1/A A+	2.12 1.97
24422EWX3	JOHN DEERE CAPITAL CORP 4.75 06/08/2026	500,000.00	06/05/2023 4.72%	500,470.00 500,342.21	99.68 4.90%	498,414.26 7,454.86	1.08% (1,927.94)	A1/A A+	2.19 2.03
74340XBK6	PROLOGIS LP 3.25 10/01/2026	550,000.00	01/16/2024 4.53%	532,240.50 533,572.01	95.66 5.12%	526,130.87 8,937.50	1.14% (7,441.14)	A3/A WR	2.50 2.32
89236TDR3	TOYOTA MOTOR CREDIT CORP 3.2 01/11/2027	600,000.00	01/22/2024 4.57%	577,398.00 578,817.15	95.66 4.89%	573,975.49 4,266.67	1.25% (4,841.66)	A1/A+ A+	2.78 2.60
63743HFM9	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.8 02/05/2027	550,000.00	01/25/2024 4.75%	550,792.00 550,750.35	100.07 4.77%	550,384.77 4,106.67	1.19% (365.59)	A2/A- A	2.85 2.61
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	550,000.00	-- 4.82%	549,759.00 549,766.62	100.16 4.74%	550,884.69 2,566.67	1.20% 1,118.07	A1/AA- NA	2.91 2.67
857477CL5	STATE STREET CORP 4.993 03/18/2027	525,000.00	03/13/2024 4.99%	525,000.00 525,000.00	100.19 4.92%	526,016.96 946.59	1.14% 1,016.96	NA/A AA-	2.96 2.72
06406RBQ9	BANK OF NEW YORK MELLON CORP 4.947 04/26/2027	350,000.00	04/19/2023 4.90%	350,497.00 350,342.37	99.54 5.18%	348,402.33 7,454.85	0.76% (1,940.04)	A1/A AA-	3.07 1.91
74456QBS4	PUBLIC SERVICE ELECTRIC AND GAS CO 3.0 05/15/2027	337,000.00	04/18/2023 4.48%	318,673.94 322,953.31	94.53 4.91%	318,557.53 3,819.33	0.69% (4,395.78)	A1/A WR	3.12 2.90
89115A2M3	TORONTO-DOMINION BANK 5.156 01/10/2028	575,000.00	07/12/2023 5.29%	571,929.50 572,419.73	100.64 4.97%	578,685.34 6,670.58	1.26% 6,265.60	A1/A AA-	3.78 3.36
756109AU8	REALTY INCOME CORP 3.65 01/15/2028	500,000.00	04/10/2023 4.87%	474,240.00 479,498.65	95.29 5.03%	476,456.68 3,852.78	1.03% (3,041.97)	A3/A- WR	3.79 3.45
06051GGF0	BANK OF AMERICA CORP 3.824 01/20/2028	600,000.00	07/12/2023 5.53%	567,738.00 574,310.82	96.32 5.25%	577,893.13 4,525.07	1.25% 3,582.31	A1/A- AA-	3.81 2.60
46647PEAO	JPMORGAN CHASE & CO 5.04 01/23/2028	200,000.00	01/17/2024 4.99%	200,292.00 200,273.62	99.66 5.17%	199,310.35 1,904.00	0.43% (963.27)	A1/A- AA-	3.82 2.57
06368LGV2	BANK OF MONTREAL 5.203 02/01/2028	600,000.00	09/05/2023 5.48%	593,520.00 594,354.18	100.74 4.98%	604,444.13 5,203.00	1.31% 10,089.95	A2/A- AA-	3.84 3.35

# HOLDINGS REPORT



City of San Rafael | Account #11045 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
58933YBH7	MERCK & CO INC 4.05 05/17/2028	130,000.00	05/08/2023 4.07%	129,894.70 129,913.14	98.30 4.50%	127,791.65 1,959.75	0.28% (2,121.49)	A1/A+ NA	4.13 3.70
61744YAK4	MORGAN STANLEY 3.591 07/22/2028	500,000.00	08/10/2023 5.22%	465,070.00 469,542.74	95.01 5.25%	475,053.06 3,441.38	1.03% 5,510.32	A1/A- A+	4.31 3.05
<b>Total Corporate</b>		<b>11,067,000.00</b>	<b>4.45%</b>	<b>10,855,494.14</b> <b>10,882,601.67</b>	<b>98.13</b> <b>5.06%</b>	<b>10,855,380.02</b> <b>100,453.98</b>	<b>23.56%</b> <b>(27,221.65)</b>	<b>A1/A</b> <b>A+</b>	<b>2.66</b> <b>2.26</b>
<b>MONEY MARKET FUND</b>									
31846V807	FIRST AMER:TRS OBG Y	287,457.23	-- 4.89%	287,457.23 287,457.23	1.00 4.89%	287,457.23 0.00	0.62% 0.00	Aaa/ AAAm AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>287,457.23</b>	<b>4.89%</b>	<b>287,457.23</b> <b>287,457.23</b>	<b>1.00</b> <b>4.89%</b>	<b>287,457.23</b> <b>0.00</b>	<b>0.62%</b> <b>0.00</b>	<b>Aaa/</b> <b>AAAm</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>SUPRANATIONAL</b>									
45950KDD9	INTERNATIONAL FINANCE CORP 4.5 07/13/2028	305,000.00	07/06/2023 4.53%	304,661.45 304,710.18	100.54 4.36%	306,642.89 2,973.75	0.67% 1,932.70	Aaa/AAA NA	4.28 3.83
<b>Total Supranational</b>		<b>305,000.00</b>	<b>07/06/2023</b> <b>4.53%</b>	<b>304,661.45</b> <b>304,710.18</b>	<b>100.54</b> <b>4.36%</b>	<b>306,642.89</b> <b>2,973.75</b>	<b>0.67%</b> <b>1,932.70</b>	<b>Aaa/AAA</b> <b>NA</b>	<b>4.28</b> <b>3.83</b>
<b>US TREASURY</b>									
91282CCC3	UNITED STATES TREASURY 0.25 05/15/2024	1,000,000.00	01/12/2023 0.48%	996,878.35 999,719.11	99.39 5.23%	993,882.82 947.80	2.16% (5,836.29)	Aaa/AA+ AA+	0.12 0.13
912828D56	UNITED STATES TREASURY 2.375 08/15/2024	1,000,000.00	01/12/2023 0.07%	1,038,011.16 1,008,591.34	98.90 5.34%	989,013.67 3,001.37	2.15% (19,577.67)	Aaa/AA+ AA+	0.38 0.37
9128282Y5	UNITED STATES TREASURY 2.125 09/30/2024	1,000,000.00	01/12/2023 (0.77%)	1,051,800.23 1,014,556.49	98.48 5.25%	984,794.92 58.06	2.14% (29,761.57)	Aaa/AA+ AA+	0.50 0.49
912828YM6	UNITED STATES TREASURY 1.5 10/31/2024	1,000,000.00	01/12/2023 0.66%	1,014,925.23 1,004,831.42	97.86 5.28%	978,593.75 6,304.95	2.12% (26,237.67)	Aaa/AA+ AA+	0.59 0.57



# HOLDINGS REPORT



City of San Rafael | Account #11045 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Rating	Maturity Duration
912828YV6	UNITED STATES TREASURY 1.5 11/30/2024	700,000.00	01/12/2023 (0.18%)	722,889.06 707,849.35	97.58 5.24%	683,067.38 3,528.69	1.48% (24,781.97)	Aaa/AA+ AA+	0.67 0.65
91282CAJ0	UNITED STATES TREASURY 0.25 08/31/2025	1,200,000.00	01/12/2023 3.74%	1,095,937.50 1,144,074.52	93.76 4.87%	1,125,093.74 260.87	2.44% (18,980.77)	Aaa/AA+ AA+	1.42 1.38
91282CAM3	UNITED STATES TREASURY 0.25 09/30/2025	500,000.00	01/12/2023 3.65%	456,445.31 475,983.45	93.45 4.83%	467,246.10 3.42	1.01% (8,737.36)	Aaa/AA+ AA+	1.50 1.46
9128285N6	UNITED STATES TREASURY 2.875 11/30/2025	500,000.00	01/12/2023 3.15%	496,212.61 497,813.17	97.00 4.77%	484,980.47 4,830.94	1.05% (12,832.70)	Aaa/AA+ AA+	1.67 1.59
91282CGE5	UNITED STATES TREASURY 3.875 01/15/2026	1,000,000.00	02/06/2023 4.13%	992,929.69 995,690.60	98.57 4.71%	985,703.12 8,197.12	2.14% (9,987.48)	Aaa/AA+ AA+	1.79 1.70
91282CBQ3	UNITED STATES TREASURY 0.5 02/28/2026	500,000.00	01/12/2023 3.50%	455,839.84 473,032.56	92.43 4.68%	462,128.90 217.39	1.00% (10,903.65)	Aaa/AA+ AA+	1.91 1.87
91282CBW0	UNITED STATES TREASURY 0.75 04/30/2026	500,000.00	01/12/2023 4.46%	443,595.43 464,442.63	92.38 4.63%	461,914.06 1,576.24	1.00% (2,528.57)	Aaa/AA+ AA+	2.08 2.02
9128286X3	UNITED STATES TREASURY 2.125 05/31/2026	500,000.00	01/12/2023 4.31%	465,958.71 478,224.60	94.95 4.60%	474,726.56 3,570.70	1.03% (3,498.04)	Aaa/AA+ AA+	2.17 2.07
91282CCJ8	UNITED STATES TREASURY 0.875 06/30/2026	500,000.00	01/12/2023 4.42%	443,595.43 463,437.35	92.20 4.56%	461,015.62 1,105.77	1.00% (2,421.73)	Aaa/AA+ AA+	2.25 2.18
91282CHY0	UNITED STATES TREASURY 4.625 09/15/2026	900,000.00	09/25/2023 4.81%	895,429.69 896,221.60	100.22 4.53%	901,968.75 1,922.89	1.96% 5,747.15	Aaa/AA+ AA+	2.46 2.30
91282CJC6	UNITED STATES TREASURY 4.625 10/15/2026	500,000.00	10/19/2023 5.05%	494,218.75 495,087.79	100.29 4.50%	501,425.78 10,677.94	1.09% 6,337.99	Aaa/AA+ AA+	2.54 2.33
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	750,000.00	12/18/2023 4.06%	751,669.92 751,544.16	99.22 4.37%	744,169.92 84.53	1.62% (7,374.24)	Aaa/AA+ AA+	3.50 3.16
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	1,000,000.00	02/06/2023 3.84%	1,001,445.31 1,001,106.62	98.39 4.34%	983,867.19 9,793.96	2.14% (17,239.43)	Aaa/AA+ AA+	3.75 3.42
91282CHK0	UNITED STATES TREASURY 4.0 06/30/2028	750,000.00	03/12/2024 4.22%	743,496.09 743,574.80	98.89 4.29%	741,679.69 7,582.42	1.61% (1,895.11)	Aaa/AA+ AA+	4.25 3.83
91282CJA0	UNITED STATES TREASURY 4.625 09/30/2028	500,000.00	10/19/2023 4.95%	492,968.75 493,606.89	101.44 4.27%	507,207.03 63.18	1.10% 13,600.14	Aaa/AA+ AA+	4.50 3.95
<b>Total US Treasury</b>		<b>14,300,000.00</b>	<b>2.79%</b>	<b>14,054,247.06</b> <b>14,109,388.46</b>	<b>97.50</b> <b>4.80%</b>	<b>13,932,479.48</b> <b>63,728.22</b>	<b>30.24%</b> <b>(176,908.98)</b>	<b>Aaa/AA+</b> <b>AA+</b>	<b>1.87</b> <b>1.74</b>

# HOLDINGS REPORT



City of San Rafael | Account #11045 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
<b>Total Portfolio</b>		<b>46,822,952.96</b>	<b>3.57%</b>	<b>46,272,072.78</b> <b>46,371,255.36</b>	<b>97.70</b> <b>5.00%</b>	<b>46,066,819.08</b> <b>259,969.56</b>	<b>100.00%</b> <b>(304,436.29)</b>	<b>Aa2/AA-</b> <b>AA</b>	<b>2.11</b> <b>1.76</b>
<b>Total Market Value + Accrued</b>						<b>46,326,788.64</b>			

# HOLDINGS REPORT



San Rafael Reporting | Account #11046 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
<b>CASH</b>									
CCYUSD	Receivable	554,616.19	-- 0.00%	554,616.19 554,616.19	1.00 0.00%	554,616.19 0.00	1.03% 0.00	Aaa/AAA AAA	0.00 0.00
<b>Total Cash</b>		<b>554,616.19</b>	<b>0.00%</b>	<b>554,616.19</b> <b>554,616.19</b>	<b>1.00</b> <b>0.00%</b>	<b>554,616.19</b> <b>0.00</b>	<b>1.03%</b> <b>0.00</b>	<b>Aaa/AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>LAIF</b>									
90LAIF\$00	State Pool	53,463,593.64	-- 4.27%	53,463,593.64 53,463,593.64	1.00 4.27%	53,463,593.64 0.00	98.97% 0.00	NA/NA NA	0.00 0.00
<b>Total LAIF</b>		<b>53,463,593.64</b>	<b>4.27%</b>	<b>53,463,593.64</b> <b>53,463,593.64</b>	<b>1.00</b> <b>4.27%</b>	<b>53,463,593.64</b> <b>0.00</b>	<b>98.97%</b> <b>0.00</b>	<b>NA/NA</b> <b>NA</b>	<b>0.00</b> <b>0.00</b>
<b>Total Portfolio</b>		<b>54,018,209.83</b>	<b>4.23%</b>	<b>54,018,209.83</b> <b>54,018,209.83</b>	<b>1.00</b> <b>4.23%</b>	<b>54,018,209.83</b> <b>0.00</b>	<b>100.00%</b> <b>0.00</b>	<b>Aaa/AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>Total Market Value + Accrued</b>						<b>54,018,209.83</b>			

# HOLDINGS REPORT



San Rafael Cons | Account #11047 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
<b>ABS</b>									
02582JIT8	AMXCA 2022-2 A 05/17/2027	600,000.00	04/17/2023 4.65%	585,632.81 589,488.24	97.93 5.33%	587,604.48 904.00	0.59% (1,883.76)	NA/AAA AAA	1.12 1.60
05593AAC3	BMWLT 2023-1 A3 5.16 11/25/2025	435,000.00	-- 5.32%	435,745.64 435,326.63	99.76 5.64%	433,977.27 374.10	0.43% (1,349.36)	Aaa/AAA NA	1.65 0.64
05522RDH8	BACCT 2023-2 A 4.98 11/16/2026	300,000.00	02/20/2024 4.88%	301,125.00 301,081.04	100.24 5.30%	300,718.65 664.00	0.30% (362.39)	Aaa/NA AAA	2.63 2.40
43815JAC7	HAROT 2023-1 A3 5.04 04/21/2027	120,000.00	02/16/2023 5.09%	119,977.70 119,983.61	99.74 5.59%	119,689.49 168.00	0.12% (294.12)	Aaa/NA AAA	3.06 1.74
58768PAC8	MBART 2022-1 A3 5.21 08/16/2027	260,000.00	02/15/2023 5.03%	261,340.63 260,920.78	99.89 5.58%	259,724.32 602.04	0.26% (1,196.46)	Aaa/AAA NA	3.38 1.59
89239HAD0	TAOT 2022-D A3 5.3 09/15/2027	350,000.00	02/10/2023 4.86%	354,128.91 352,858.48	100.24 5.57%	350,826.49 824.44	0.35% (2,031.99)	Aaa/NA AAA	3.46 1.83
47800CAC0	JDOT 2023 A3 5.01 11/15/2027	880,000.00	-- 3.66%	882,243.24 881,637.59	99.71 5.59%	877,422.22 1,959.47	0.88% (4,215.37)	Aaa/NA AAA	3.63 1.78
891941AD8	TAOT 2023-B A3 4.71 02/15/2028	300,000.00	10/03/2023 5.68%	294,058.59 294,743.01	99.26 5.57%	297,785.55 628.00	0.30% 3,042.54	Aaa/NA AAA	3.88 2.27
05592XAD2	BMWOT 2023-A A3 5.47 02/25/2028	90,000.00	07/11/2023 5.47%	89,984.05 89,986.49	100.41 5.49%	90,369.17 82.05	0.09% 382.68	NA/AAA AAA	3.91 2.26
05522RDF2	BACCT 2022-2 A 5.0 04/17/2028	440,000.00	04/18/2023 4.59%	444,812.50 443,383.54	99.74 5.44%	438,848.04 977.78	0.44% (4,535.50)	Aaa/AAA NA	4.05 1.52
438123AC5	HAROT 2023-4 A3 5.67 06/21/2028	500,000.00	12/07/2023 5.10%	507,480.47 506,884.01	101.21 5.44%	506,050.65 787.50	0.51% (833.36)	Aaa/NA AAA	4.22 2.50
02582JKD1	AMXCA 2023-3 A 5.23 09/15/2028	490,000.00	09/12/2023 5.29%	489,978.10 489,980.44	100.69 5.34%	493,363.16 1,138.98	0.49% 3,382.72	NA/AAA AAA	4.46 2.25
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	495,000.00	09/07/2023 5.17%	494,862.79 494,877.74	100.51 5.33%	497,522.97 1,135.20	0.50% 2,645.23	NR/AAA AAA	4.46 2.26
<b>Total ABS</b>		<b>5,260,000.00</b>	<b>4.82%</b>	<b>5,261,370.43</b> <b>5,261,151.60</b>	<b>99.89</b> <b>5.47%</b>	<b>5,253,902.45</b> <b>10,245.56</b>	<b>5.25%</b> <b>(7,249.14)</b>	<b>Aaa/AAA</b> <b>AAA</b>	<b>3.36</b> <b>1.87</b>

**AGENCY**

# HOLDINGS REPORT



San Rafael Cons | Account #11047 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Rating	Maturity Duration
3133EMWV0	FEDERAL FARM CREDIT BANKS FUNDING CORP 0.35 04/22/2024	1,000,000.00	01/12/2023 0.35%	1,000,000.00 1,000,000.00	99.72 5.12%	997,224.02 1,545.83	1.00% (2,775.98)	Aaa/AA+ AA+	0.06 0.06
3130AMQQ8	FEDERAL HOME LOAN BANKS 0.35 04/23/2024	1,000,000.00	01/12/2023 0.35%	1,000,000.00 1,000,000.00	99.70 5.23%	997,023.38 952.78	1.00% (2,976.62)	Aaa/AA+ AA+	0.06 0.07
3136G46B4	FEDERAL NATIONAL MORTGAGE ASSOCIATION 0.35 04/26/2024	1,200,000.00	01/12/2023 0.37%	1,199,700.00 1,199,984.04	99.67 5.14%	1,196,012.36 1,808.33	1.19% (3,971.68)	Aaa/AA+ AA+	0.07 0.07
3133EMYR7	FEDERAL FARM CREDIT BANKS FUNDING CORP 0.375 05/06/2024	1,000,000.00	01/12/2023 0.37%	1,000,000.00 1,000,000.00	99.50 5.51%	995,029.96 1,510.42	0.99% (4,970.04)	Aaa/AA+ AA+	0.10 0.10
3135GOV75	FEDERAL NATIONAL MORTGAGE ASSOCIATION 1.75 07/02/2024	750,000.00	01/12/2023 1.44%	753,426.75 750,587.08	99.09 5.38%	743,160.67 3,244.79	0.74% (7,426.41)	Aaa/AA+ AA+	0.25 0.25
3133EPBF1	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.875 08/21/2024	1,000,000.00	02/15/2023 4.98%	998,490.00 999,608.01	99.85 5.25%	998,471.32 5,416.67	1.00% (1,136.69)	Aaa/AA+ AA+	0.39 0.39
3130AV7L0	FEDERAL HOME LOAN BANKS 5.0 02/28/2025	1,100,000.00	03/02/2023 5.07%	1,098,548.00 1,099,335.83	99.86 5.16%	1,098,427.47 5,041.67	1.10% (908.36)	Aaa/AA+ AA+	0.91 0.88
3130AWER7	FEDERAL HOME LOAN BANKS 4.625 06/06/2025	775,000.00	06/09/2023 4.67%	774,356.75 774,617.60	99.62 4.95%	772,066.76 11,450.09	0.77% (2,550.83)	Aaa/AA+ AA+	1.18 1.12
3130ATHT7	FEDERAL HOME LOAN BANKS 4.375 09/12/2025	1,300,000.00	01/12/2023 4.28%	1,303,159.00 1,301,715.72	99.41 4.80%	1,292,292.01 3,001.74	1.29% (9,423.70)	Aaa/AA+ AA+	1.45 1.39
3130ATUC9	FEDERAL HOME LOAN BANKS 4.5 12/12/2025	1,000,000.00	02/13/2023 4.32%	1,004,720.00 1,002,835.66	99.50 4.81%	994,960.88 13,625.00	0.99% (7,874.78)	Aaa/AA+ AA+	1.70 1.60
3130AWGR5	FEDERAL HOME LOAN BANKS 4.375 06/12/2026	525,000.00	06/28/2023 4.43%	524,165.25 524,379.55	99.52 4.60%	522,505.24 6,954.43	0.52% (1,874.31)	Aaa/AA+ AA+	2.20 2.05
3133EPSW6	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 08/14/2026	560,000.00	08/09/2023 4.58%	558,712.00 558,983.47	99.94 4.53%	559,647.59 3,290.00	0.56% 664.12	Aaa/AA+ AA+	2.37 2.22
3130AXU63	FEDERAL HOME LOAN BANKS 4.625 11/17/2026	500,000.00	12/18/2023 4.23%	505,325.00 504,804.51	100.26 4.52%	501,285.83 8,607.64	0.50% (3,518.68)	Aaa/AA+ AA+	2.63 2.42
3130ATUS4	FEDERAL HOME LOAN BANKS 4.25 12/10/2027	500,000.00	05/15/2023 3.66%	512,310.00 509,942.41	99.46 4.41%	497,310.50 6,552.08	0.50% (12,631.91)	Aaa/AA+ AA+	3.70 3.35
<b>Total Agency</b>		<b>12,210,000.00</b>	<b>2.91%</b>	<b>12,232,912.75</b> <b>12,226,793.87</b>	<b>99.64</b> <b>5.02%</b>	<b>12,165,418.00</b> <b>73,001.46</b>	<b>12.16%</b> <b>(61,375.86)</b>	<b>Aaa/AA+</b> <b>AA+</b>	<b>0.99</b> <b>0.93</b>

AGENCY CMBS

# HOLDINGS REPORT



San Rafael Cons | Account #11047 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
3137BVZ82	FHMS K-063 A2 3.43 01/25/2027	700,000.00	06/07/2023 4.53%	674,542.97 680,304.61	96.65 5.08%	676,561.83 2,000.83	0.68% (3,742.78)	Aaa/AA+ AAA	2.82 2.50
3137F1G44	FHMS K-065 A2 3.243 04/25/2027	450,000.00	06/08/2023 4.39%	431,736.33 435,591.70	95.93 5.04%	431,705.34 1,216.12	0.43% (3,886.36)	Aaa/AA+ AAA	3.07 2.78
3137FBBX3	FHMS K-068 A2 3.244 08/25/2027	240,000.00	06/08/2023 4.34%	229,940.63 231,892.55	95.60 5.02%	229,430.64 648.80	0.23% (2,461.91)	Aaa/AA+ AA+	3.40 3.08
3137FBU79	FHMS K-069 A2 3.187 09/25/2027	500,000.00	06/09/2023 4.41%	476,601.56 481,038.15	95.40 5.02%	476,984.80 1,327.92	0.48% (4,053.35)	Aaa/AAA AA+	3.49 3.11
3137FETN0	FHMS K-073 A2 3.35 01/25/2028	670,000.00	05/24/2023 4.27%	643,932.81 648,704.80	95.63 5.03%	640,702.71 1,870.42	0.64% (8,002.09)	Aaa/AA+ AAA	3.82 3.42
3137FG6X8	FHMS K-077 A2 3.85 05/25/2028	780,000.00	05/24/2023 4.24%	765,679.69 768,124.82	97.01 5.05%	756,657.95 2,502.50	0.76% (11,466.86)	Aaa/AA+ AAA	4.15 3.67
<b>Total Agency CMBS</b>		<b>3,340,000.00</b>	<b>4.36%</b>	<b>3,222,433.99</b> <b>3,245,656.62</b>	<b>96.17</b> <b>5.05%</b>	<b>3,212,043.27</b> <b>9,566.59</b>	<b>3.21%</b> <b>(33,613.35)</b>	<b>Aaa/AA+</b> <b>AAA</b>	<b>3.51</b> <b>3.13</b>
<b>CASH</b>									
CCYUSD	Receivable	53,495.73	-- 0.00%	53,495.73 53,495.73	1.00 0.00%	53,495.73 0.00	0.05% 0.00	Aaa/AAA AAA	0.00 0.00
CCYUSD	Receivable	554,616.19	-- 0.00%	554,616.19 554,616.19	1.00 0.00%	554,616.19 0.00	0.55% 0.00	Aaa/AAA AAA	0.00 0.00
<b>Total Cash</b>		<b>608,111.92</b>	<b>0.00%</b>	<b>608,111.92</b> <b>608,111.92</b>	<b>1.00</b> <b>0.00%</b>	<b>608,111.92</b> <b>0.00</b>	<b>0.61%</b> <b>0.00</b>	<b>Aaa/AAA</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>CORPORATE</b>									
717081DM2	PFIZER INC 3.4 05/15/2024	500,000.00	01/12/2023 (1.82%)	537,160.00 503,206.89	99.73 5.57%	498,637.96 6,422.22	0.50% (4,568.92)	A2/A A	0.12 0.13
166764BW9	CHEVRON CORP 1.554 05/11/2025	700,000.00	01/12/2023 3.65%	667,380.00 684,457.53	96.17 5.15%	673,164.86 4,230.33	0.67% (11,292.67)	Aa2/AA- NA	1.11 1.08
78016FZT4	ROYAL BANK OF CANADA 4.875 01/12/2026	550,000.00	07/19/2023 5.34%	544,197.50 545,830.65	99.65 5.08%	548,048.94 5,883.85	0.55% 2,218.29	A1/A AA-	1.79 1.67

# HOLDINGS REPORT



San Rafael Cons | Account #11047 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Rtch	Maturity Duration
46647PBH8	JPMORGAN CHASE & CO 2.005 03/13/2026	600,000.00	01/12/2023 3.26%	577,518.00 586,172.40	96.68 5.65%	580,058.96 601.50	0.58% (6,113.44)	A1/A- AA-	1.95 0.92
69371RS49	PACCAR FINANCIAL CORP 4.45 03/30/2026	600,000.00	03/28/2023 4.47%	599,634.00 599,756.89	99.23 4.86%	595,376.53 74.17	0.59% (4,380.36)	A1/A+ NA	2.00 1.85
00440EAV9	CHUBB INA HOLDINGS INC 3.35 05/03/2026	500,000.00	03/09/2023 5.09%	475,060.00 483,431.32	96.60 5.09%	482,991.29 6,886.11	0.48% (440.03)	A3/A A	2.09 1.96
341081GR2	FLORIDA POWER & LIGHT CO 4.45 05/15/2026	550,000.00	05/18/2023 4.65%	547,030.00 547,889.09	99.04 4.93%	544,700.24 9,246.11	0.54% (3,188.85)	A1/A A+	2.12 1.97
24422EWX3	JOHN DEERE CAPITAL CORP 4.75 06/08/2026	500,000.00	06/05/2023 4.72%	500,470.00 500,342.21	99.68 4.90%	498,414.26 7,454.86	0.50% (1,927.94)	A1/A A+	2.19 2.03
74340XBK6	PROLOGIS LP 3.25 10/01/2026	550,000.00	01/16/2024 4.53%	532,240.50 533,572.01	95.66 5.12%	526,130.87 8,937.50	0.53% (7,441.14)	A3/A WR	2.50 2.32
89236TDR3	TOYOTA MOTOR CREDIT CORP 3.2 01/11/2027	600,000.00	01/22/2024 4.57%	577,398.00 578,817.15	95.66 4.89%	573,975.49 4,266.67	0.57% (4,841.66)	A1/A+ A+	2.78 2.60
63743HFM9	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 4.8 02/05/2027	550,000.00	01/25/2024 4.75%	550,792.00 550,750.35	100.07 4.77%	550,384.77 4,106.67	0.55% (365.59)	A2/A- A	2.85 2.61
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	550,000.00	-- 4.82%	549,759.00 549,766.62	100.16 4.74%	550,884.69 2,566.67	0.55% 1,118.07	A1/AA- NA	2.91 2.67
857477CL5	STATE STREET CORP 4.993 03/18/2027	525,000.00	03/13/2024 4.99%	525,000.00 525,000.00	100.19 4.92%	526,016.96 946.59	0.53% 1,016.96	NA/A AA-	2.96 2.72
06406RBQ9	BANK OF NEW YORK MELLON CORP 4.947 04/26/2027	350,000.00	04/19/2023 4.90%	350,497.00 350,342.37	99.54 5.18%	348,402.33 7,454.85	0.35% (1,940.04)	A1/A AA-	3.07 1.91
74456QBS4	PUBLIC SERVICE ELECTRIC AND GAS CO 3.0 05/15/2027	337,000.00	04/18/2023 4.48%	318,673.94 322,953.31	94.53 4.91%	318,557.53 3,819.33	0.32% (4,395.78)	A1/A WR	3.12 2.90
89115A2M3	TORONTO-DOMINION BANK 5.156 01/10/2028	575,000.00	07/12/2023 5.29%	571,929.50 572,419.73	100.64 4.97%	578,685.34 6,670.58	0.58% 6,265.60	A1/A AA-	3.78 3.36
756109AU8	REALTY INCOME CORP 3.65 01/15/2028	500,000.00	04/10/2023 4.87%	474,240.00 479,498.65	95.29 5.03%	476,456.68 3,852.78	0.48% (3,041.97)	A3/A- WR	3.79 3.45
06051GGF0	BANK OF AMERICA CORP 3.824 01/20/2028	600,000.00	07/12/2023 5.53%	567,738.00 574,310.82	96.32 5.25%	577,893.13 4,525.07	0.58% 3,582.31	A1/A- AA-	3.81 2.60
46647PEAO	JPMORGAN CHASE & CO 5.04 01/23/2028	200,000.00	01/17/2024 4.99%	200,292.00 200,273.62	99.66 5.17%	199,310.35 1,904.00	0.20% (963.27)	A1/A- AA-	3.82 2.57



# HOLDINGS REPORT



San Rafael Cons | Account #11047 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Fitch	Maturity Duration
06368LGV2	BANK OF MONTREAL 5.203 02/01/2028	600,000.00	09/05/2023 5.48%	593,520.00 594,354.18	100.74 4.98%	604,444.13 5,203.00	0.60% 10,089.95	A2/A- AA-	3.84 3.35
58933YBH7	MERCK & CO INC 4.05 05/17/2028	130,000.00	05/08/2023 4.07%	129,894.70 129,913.14	98.30 4.50%	127,791.65 1,959.75	0.13% (2,121.49)	A1/A+ NA	4.13 3.70
61744YAK4	MORGAN STANLEY 3.591 07/22/2028	500,000.00	08/10/2023 5.22%	465,070.00 469,542.74	95.01 5.25%	475,053.06 3,441.38	0.47% 5,510.32	A1/A- A+	4.31 3.05
<b>Total Corporate</b>		<b>11,067,000.00</b>	<b>4.45%</b>	<b>10,855,494.14</b> <b>10,882,601.67</b>	<b>98.13</b> <b>5.06%</b>	<b>10,855,380.02</b> <b>100,453.98</b>	<b>10.85%</b> <b>(27,221.65)</b>	<b>A1/A</b> <b>A+</b>	<b>2.66</b> <b>2.26</b>
<b>LAIF</b>									
90LAIF\$00	State Pool	53,463,593.64	-- 4.27%	53,463,593.64 53,463,593.64	1.00 4.27%	53,463,593.64 0.00	53.42% 0.00	NA/NA NA	0.00 0.00
<b>Total LAIF</b>		<b>53,463,593.64</b>	<b>4.27%</b>	<b>53,463,593.64</b> <b>53,463,593.64</b>	<b>1.00</b> <b>4.27%</b>	<b>53,463,593.64</b> <b>0.00</b>	<b>53.42%</b> <b>0.00</b>	<b>NA/NA</b> <b>NA</b>	<b>0.00</b> <b>0.00</b>
<b>MONEY MARKET FUND</b>									
31846V807	FIRST AMER:TRS OBG Y	287,457.23	-- 4.89%	287,457.23 287,457.23	1.00 4.89%	287,457.23 0.00	0.29% 0.00	Aaa/ AAAm AAA	0.00 0.00
<b>Total Money Market Fund</b>		<b>287,457.23</b>	<b>4.89%</b>	<b>287,457.23</b> <b>287,457.23</b>	<b>1.00</b> <b>4.89%</b>	<b>287,457.23</b> <b>0.00</b>	<b>0.29%</b> <b>0.00</b>	<b>Aaa/</b> <b>AAAm</b> <b>AAA</b>	<b>0.00</b> <b>0.00</b>
<b>SUPRANATIONAL</b>									
45950KDD9	INTERNATIONAL FINANCE CORP 4.5 07/13/2028	305,000.00	07/06/2023 4.53%	304,661.45 304,710.18	100.54 4.36%	306,642.89 2,973.75	0.31% 1,932.70	Aaa/AAA NA	4.28 3.83
<b>Total Supranational</b>		<b>305,000.00</b>	<b>07/06/2023</b> <b>4.53%</b>	<b>304,661.45</b> <b>304,710.18</b>	<b>100.54</b> <b>4.36%</b>	<b>306,642.89</b> <b>2,973.75</b>	<b>0.31%</b> <b>1,932.70</b>	<b>Aaa/AAA</b> <b>NA</b>	<b>4.28</b> <b>3.83</b>
<b>US TREASURY</b>									

# HOLDINGS REPORT



San Rafael Cons | Account #11047 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Rating	Maturity Duration
91282CCC3	UNITED STATES TREASURY 0.25 05/15/2024	1,000,000.00	01/12/2023 0.48%	996,878.35 999,719.11	99.39 5.23%	993,882.82 947.80	0.99% (5,836.29)	Aaa/AA+ AA+	0.12 0.13
912828D56	UNITED STATES TREASURY 2.375 08/15/2024	1,000,000.00	01/12/2023 0.07%	1,038,011.16 1,008,591.34	98.90 5.34%	989,013.67 3,001.37	0.99% (19,577.67)	Aaa/AA+ AA+	0.38 0.37
9128282Y5	UNITED STATES TREASURY 2.125 09/30/2024	1,000,000.00	01/12/2023 (0.77%)	1,051,800.23 1,014,556.49	98.48 5.25%	984,794.92 58.06	0.98% (29,761.57)	Aaa/AA+ AA+	0.50 0.49
912828YM6	UNITED STATES TREASURY 1.5 10/31/2024	1,000,000.00	01/12/2023 0.66%	1,014,925.23 1,004,831.42	97.86 5.28%	978,593.75 6,304.95	0.98% (26,237.67)	Aaa/AA+ AA+	0.59 0.57
912828YV6	UNITED STATES TREASURY 1.5 11/30/2024	700,000.00	01/12/2023 (0.18%)	722,889.06 707,849.35	97.58 5.24%	683,067.38 3,528.69	0.68% (24,781.97)	Aaa/AA+ AA+	0.67 0.65
91282CAJ0	UNITED STATES TREASURY 0.25 08/31/2025	1,200,000.00	01/12/2023 3.74%	1,095,937.50 1,144,074.52	93.76 4.87%	1,125,093.74 260.87	1.12% (18,980.77)	Aaa/AA+ AA+	1.42 1.38
91282CAM3	UNITED STATES TREASURY 0.25 09/30/2025	500,000.00	01/12/2023 3.65%	456,445.31 475,983.45	93.45 4.83%	467,246.10 3.42	0.47% (8,737.36)	Aaa/AA+ AA+	1.50 1.46
9128285N6	UNITED STATES TREASURY 2.875 11/30/2025	500,000.00	01/12/2023 3.15%	496,212.61 497,813.17	97.00 4.77%	484,980.47 4,830.94	0.48% (12,832.70)	Aaa/AA+ AA+	1.67 1.59
91282CGE5	UNITED STATES TREASURY 3.875 01/15/2026	1,000,000.00	02/06/2023 4.13%	992,929.69 995,690.60	98.57 4.71%	985,703.12 8,197.12	0.98% (9,987.48)	Aaa/AA+ AA+	1.79 1.70
91282CBQ3	UNITED STATES TREASURY 0.5 02/28/2026	500,000.00	01/12/2023 3.50%	455,839.84 473,032.56	92.43 4.68%	462,128.90 217.39	0.46% (10,903.65)	Aaa/AA+ AA+	1.91 1.87
91282CBW0	UNITED STATES TREASURY 0.75 04/30/2026	500,000.00	01/12/2023 4.46%	443,595.43 464,442.63	92.38 4.63%	461,914.06 1,576.24	0.46% (2,528.57)	Aaa/AA+ AA+	2.08 2.02
9128286X3	UNITED STATES TREASURY 2.125 05/31/2026	500,000.00	01/12/2023 4.31%	465,958.71 478,224.60	94.95 4.60%	474,726.56 3,570.70	0.47% (3,498.04)	Aaa/AA+ AA+	2.17 2.07
91282CCJ8	UNITED STATES TREASURY 0.875 06/30/2026	500,000.00	01/12/2023 4.42%	443,595.43 463,437.35	92.20 4.56%	461,015.62 1,105.77	0.46% (2,421.73)	Aaa/AA+ AA+	2.25 2.18
91282CHY0	UNITED STATES TREASURY 4.625 09/15/2026	900,000.00	09/25/2023 4.81%	895,429.69 896,221.60	100.22 4.53%	901,968.75 1,922.89	0.90% 5,747.15	Aaa/AA+ AA+	2.46 2.30
91282CJC6	UNITED STATES TREASURY 4.625 10/15/2026	500,000.00	10/19/2023 5.05%	494,218.75 495,087.79	100.29 4.50%	501,425.78 10,677.94	0.50% 6,337.99	Aaa/AA+ AA+	2.54 2.33
91282CFM8	UNITED STATES TREASURY 4.125 09/30/2027	750,000.00	12/18/2023 4.06%	751,669.92 751,544.16	99.22 4.37%	744,169.92 84.53	0.74% (7,374.24)	Aaa/AA+ AA+	3.50 3.16

# HOLDINGS REPORT



San Rafael Cons | Account #11047 | As of March 31, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P Rt-Rt	Maturity Duration
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	1,000,000.00	02/06/2023 3.84%	1,001,445.31 1,001,106.62	98.39 4.34%	983,867.19 9,793.96	0.98% (17,239.43)	Aaa/AA+ AA+	3.75 3.42
91282CHK0	UNITED STATES TREASURY 4.0 06/30/2028	750,000.00	03/12/2024 4.22%	743,496.09 743,574.80	98.89 4.29%	741,679.69 7,582.42	0.74% (1,895.11)	Aaa/AA+ AA+	4.25 3.83
91282CJA0	UNITED STATES TREASURY 4.625 09/30/2028	500,000.00	10/19/2023 4.95%	492,968.75 493,606.89	101.44 4.27%	507,207.03 63.18	0.51% 13,600.14	Aaa/AA+ AA+	4.50 3.95
<b>Total US Treasury</b>		<b>14,300,000.00</b>	<b>2.79%</b>	<b>14,054,247.06</b> <b>14,109,388.46</b>	<b>97.50</b> <b>4.80%</b>	<b>13,932,479.48</b> <b>63,728.22</b>	<b>13.92%</b> <b>(176,908.98)</b>	<b>Aaa/AA+</b> <b>AA+</b>	<b>1.87</b> <b>1.74</b>
<b>Total Portfolio</b>		<b>100,841,162.79</b>	<b>3.93%</b>	<b>100,290,282.61</b> <b>100,389,465.20</b>	<b>45.51</b> <b>4.58%</b>	<b>100,085,028.91</b> <b>259,969.56</b>	<b>100.00%</b> <b>(304,436.29)</b>	<b>Aa2/AA-</b> <b>AA</b>	<b>0.97</b> <b>0.81</b>
<b>Total Market Value + Accrued</b>						<b>100,344,998.47</b>			



## Section 4 | Transactions

# TRANSACTION LEDGER



City of San Rafael | Account #11045 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	02/22/2024	05522RDH8	300,000.00	BACCT 2023-2 A 4.98 11/16/2026	100.375	4.88%	301,125.00	(290.50)	(301,415.50)	0.00
Purchase	02/26/2024	17275RBQ4	250,000.00	CISCO SYSTEMS INC 4.8 02/26/2027	99.870	4.85%	249,675.00	0.00	(249,675.00)	0.00
Purchase	02/26/2024	17275RBQ4	300,000.00	CISCO SYSTEMS INC 4.8 02/26/2027	100.028	4.79%	300,084.00	0.00	(300,084.00)	0.00
Purchase	03/13/2024	91282CHK0	750,000.00	UNITED STATES TREASURY 4.0 06/30/2028	99.133	4.22%	743,496.09	(6,016.48)	(749,512.57)	0.00
Purchase	03/18/2024	857477CL5	525,000.00	STATE STREET CORP 4.993 03/18/2027	100.000	4.99%	525,000.00	0.00	(525,000.00)	0.00
<b>Total Purchase</b>			<b>2,125,000.00</b>				<b>2,119,380.09</b>	<b>(6,306.98)</b>	<b>(2,125,687.07)</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>2,125,000.00</b>				<b>2,119,380.09</b>	<b>(6,306.98)</b>	<b>(2,125,687.07)</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Sale	03/13/2024	91282CBV2	(400,000.00)	UNITED STATES TREASURY 0.375 04/15/2024	99.555	5.33%	(398,218.75)	(614.75)	398,833.50	(1,815.05)
Sale	03/15/2024	91282CBV2	(500,000.00)	UNITED STATES TREASURY 0.375 04/15/2024	99.578	5.37%	(497,890.63)	(778.69)	498,669.32	(2,149.06)
<b>Total Sale</b>			<b>(900,000.00)</b>				<b>(896,109.38)</b>	<b>(1,393.44)</b>	<b>897,502.82</b>	<b>(3,964.10)</b>
<b>TOTAL DISPOSITIONS</b>			<b>(900,000.00)</b>				<b>(896,109.38)</b>	<b>(1,393.44)</b>	<b>897,502.82</b>	<b>(3,964.10)</b>
<b>OTHER TRANSACTIONS</b>										
Coupon	02/01/2024	06368LGV2	0.00	BANK OF MONTREAL 5.203 02/01/2028			15,609.00	0.00	15,609.00	0.00
Coupon	02/01/2024	3137BVZ82	0.00	FHMS K-063 A2 3.43 01/25/2027			2,000.83	0.00	2,000.83	0.00

# TRANSACTION LEDGER



City of San Rafael | Account #11045 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Coupon	02/01/2024	3137F1G44	0.00	FHMS K-065 A2 3.243 04/25/2027			1,216.13	0.00	1,216.13	0.00
Coupon	02/01/2024	3137FBBX3	0.00	FHMS K-068 A2 3.244 08/25/2027			648.80	0.00	648.80	0.00
Coupon	02/01/2024	3137FBU79	0.00	FHMS K-069 A2 3.187 09/25/2027			1,327.92	0.00	1,327.92	0.00
Coupon	02/01/2024	3137FETN0	0.00	FHMS K-073 A2 3.35 01/25/2028			1,870.42	0.00	1,870.42	0.00
Coupon	02/01/2024	3137FG6X8	0.00	FHMS K-077 A2 3.85 05/25/2028			2,502.50	0.00	2,502.50	0.00
Coupon	02/14/2024	3133EPSW6	0.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 08/14/2026			12,600.00	0.00	12,600.00	0.00
Coupon	02/15/2024	02582JIT8	0.00	AMXCA 2022-2 A 3.39 05/15/2025			1,695.00	0.00	1,695.00	0.00
Coupon	02/15/2024	02582JKD1	0.00	AMXCA 2023-3 A 5.23 09/15/2028			2,135.58	0.00	2,135.58	0.00
Coupon	02/15/2024	05522RDF2	0.00	BACCT 2022-2 A 5.0 04/17/2028			1,833.33	0.00	1,833.33	0.00
Coupon	02/15/2024	161571HT4	0.00	CHAIT 2023-1 A 5.16 09/15/2028			2,128.50	0.00	2,128.50	0.00
Coupon	02/15/2024	47800CAC0	0.00	JDOT 2023 A3 5.01 11/15/2027			3,674.00	0.00	3,674.00	0.00
Coupon	02/15/2024	58768PAC8	0.00	MBART 2022-1 A3 5.21 08/16/2027			1,128.83	0.00	1,128.83	0.00
Coupon	02/15/2024	891941AD8	0.00	TAOT 2023-B A3 4.71 02/15/2028			1,177.50	0.00	1,177.50	0.00
Coupon	02/15/2024	89239HAD0	0.00	TAOT 2022-D A3 5.3 09/15/2027			1,545.83	0.00	1,545.83	0.00
Coupon	02/15/2024	912828D56	0.00	UNITED STATES TREASURY 2.375 08/15/2024			11,875.00	0.00	11,875.00	0.00

# TRANSACTION LEDGER



City of San Rafael | Account #11045 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Coupon	02/16/2024	96130ASC3	0.00	Westpac Banking Corporation - New York Branch 5.38 02/16/2024			20,455.21	0.00	20,455.21	0.00
Coupon	02/21/2024	3133EPBF1	0.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.875 08/21/2024			24,375.00	0.00	24,375.00	0.00
Coupon	02/21/2024	438123AC5	0.00	HAROT 2023-4 A3 5.67 06/21/2028			2,362.50	0.00	2,362.50	0.00
Coupon	02/21/2024	43815JAC7	0.00	HAROT 2023-1 A3 5.04 04/21/2027			504.00	0.00	504.00	0.00
Coupon	02/25/2024	05592XAD2	0.00	BMWOT 2023-A A3 5.47 02/25/2028			410.25	0.00	410.25	0.00
Coupon	02/25/2024	05593AAC3	0.00	BMWLT 2023-1 A3 5.16 11/25/2025			1,870.50	0.00	1,870.50	0.00
Coupon	02/28/2024	3130AV7L0	0.00	FEDERAL HOME LOAN BANKS 5.0 02/28/2025			27,500.00	0.00	27,500.00	0.00
Coupon	02/29/2024	91282CAJ0	0.00	UNITED STATES TREASURY 0.25 08/31/2025			1,500.00	0.00	1,500.00	0.00
Coupon	02/29/2024	91282CBQ3	0.00	UNITED STATES TREASURY 0.5 02/28/2026			1,250.00	0.00	1,250.00	0.00
Coupon	03/01/2024	3137BVZ82	0.00	FHMS K-063 A2 3.43 01/25/2027			2,000.83	0.00	2,000.83	0.00
Coupon	03/01/2024	3137F1G44	0.00	FHMS K-065 A2 3.243 04/25/2027			1,216.13	0.00	1,216.13	0.00
Coupon	03/01/2024	3137FBBX3	0.00	FHMS K-068 A2 3.244 08/25/2027			648.80	0.00	648.80	0.00
Coupon	03/01/2024	3137FBU79	0.00	FHMS K-069 A2 3.187 09/25/2027			1,327.92	0.00	1,327.92	0.00
Coupon	03/01/2024	3137FETN0	0.00	FHMS K-073 A2 3.35 01/25/2028			1,870.42	0.00	1,870.42	0.00
Coupon	03/01/2024	3137FG6X8	0.00	FHMS K-077 A2 3.85 05/25/2028			2,502.50	0.00	2,502.50	0.00



# TRANSACTION LEDGER



City of San Rafael | Account #11045 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Coupon	03/01/2024	713448CM8	0.00	PEPSICO INC 3.6 03/01/2024			9,000.00	0.00	9,000.00	0.00
Coupon	03/12/2024	3130ATH7	0.00	FEDERAL HOME LOAN BANKS 4.375 09/12/2025			28,437.50	0.00	28,437.50	0.00
Coupon	03/13/2024	46647PBH8	0.00	JPMORGAN CHASE & CO 2.005 03/13/2026			6,015.00	0.00	6,015.00	0.00
Coupon	03/15/2024	02582JIT8	0.00	AMXCA 2022-2 A 3.39 05/15/2025			1,695.00	0.00	1,695.00	0.00
Coupon	03/15/2024	02582JKD1	0.00	AMXCA 2023-3 A 5.23 09/15/2028			2,135.58	0.00	2,135.58	0.00
Coupon	03/15/2024	05522RDF2	0.00	BACCT 2022-2 A 5.0 04/17/2028			1,833.33	0.00	1,833.33	0.00
Coupon	03/15/2024	05522RDH8	0.00	BACCT 2023-2 A 4.98 11/16/2026			1,245.00	0.00	1,245.00	0.00
Coupon	03/15/2024	161571HT4	0.00	CHAIT 2023-1 A 5.16 09/15/2028			2,128.50	0.00	2,128.50	0.00
Coupon	03/15/2024	47800CAC0	0.00	JDOT 2023 A3 5.01 11/15/2027			3,674.00	0.00	3,674.00	0.00
Coupon	03/15/2024	58768PAC8	0.00	MBART 2022-1 A3 5.21 08/16/2027			1,128.83	0.00	1,128.83	0.00
Coupon	03/15/2024	891941AD8	0.00	TAOT 2023-B A3 4.71 02/15/2028			1,177.50	0.00	1,177.50	0.00
Coupon	03/15/2024	89239HAD0	0.00	TAOT 2022-D A3 5.3 09/15/2027			1,545.83	0.00	1,545.83	0.00
Coupon	03/15/2024	91282CHY0	0.00	UNITED STATES TREASURY 4.625 09/15/2026			20,812.50	0.00	20,812.50	0.00
Coupon	03/21/2024	438123AC5	0.00	HAROT 2023-4 A3 5.67 06/21/2028			2,362.50	0.00	2,362.50	0.00
Coupon	03/21/2024	43815JAC7	0.00	HAROT 2023-1 A3 5.04 04/21/2027			504.00	0.00	504.00	0.00
Coupon	03/25/2024	05592XAD2	0.00	BMWOT 2023-A A3 5.47 02/25/2028			410.25	0.00	410.25	0.00

# TRANSACTION LEDGER



City of San Rafael | Account #11045 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Coupon	03/25/2024	05593AAC3	0.00	BMWLT 2023-1 A3 5.16 11/25/2025			1,870.50	0.00	1,870.50	0.00
Coupon	03/30/2024	69371RS49	0.00	PACCAR FINANCIAL CORP 4.45 03/30/2026			13,350.00	0.00	13,350.00	0.00
Coupon	03/31/2024	9128282Y5	0.00	UNITED STATES TREASURY 2.125 09/30/2024			10,625.00	0.00	10,625.00	0.00
Coupon	03/31/2024	91282CAM3	0.00	UNITED STATES TREASURY 0.25 09/30/2025			625.00	0.00	625.00	0.00
Coupon	03/31/2024	91282CFM8	0.00	UNITED STATES TREASURY 4.125 09/30/2027			15,468.75	0.00	15,468.75	0.00
Coupon	03/31/2024	91282CJA0	0.00	UNITED STATES TREASURY 4.625 09/30/2028			11,562.50	0.00	11,562.50	0.00
<b>Total Coupon</b>			<b>0.00</b>				<b>292,370.30</b>	<b>0.00</b>	<b>292,370.30</b>	<b>0.00</b>
Custody Fee	02/23/2024	CCYUSD	0.00	US DOLLAR			0.00	0.00	(250.00)	0.00
Custody Fee	03/25/2024	CCYUSD	0.00	US DOLLAR			0.00	0.00	(250.00)	0.00
<b>Total Custody Fee</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>	<b>(500.00)</b>	<b>0.00</b>
Management Fee	02/07/2024	CCYUSD	0.00	US DOLLAR			0.00	0.00	(3,493.57)	0.00
Management Fee	03/18/2024	CCYUSD	0.00	US DOLLAR			0.00	0.00	(3,496.00)	0.00
<b>Total Management Fee</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>	<b>(6,989.57)</b>	<b>0.00</b>
Maturity	02/16/2024	96130ASC3	(375,000.00)	Westpac Banking Corporation - New York Branch 5.38 02/16/2024	100.000		(375,000.00)	0.00	375,000.00	0.00
Maturity	03/01/2024	713448CM8	(500,000.00)	PEPSICO INC 3.6 03/01/2024	100.000	0.00%	(500,000.00)	0.00	500,000.00	0.00
<b>Total Maturity</b>			<b>(875,000.00)</b>				<b>(875,000.00)</b>	<b>0.00</b>	<b>875,000.00</b>	<b>0.00</b>
<b>TOTAL OTHER TRANSACTIONS</b>			<b>(875,000.00)</b>				<b>(582,629.70)</b>	<b>0.00</b>	<b>1,159,880.73</b>	<b>0.00</b>

# TRANSACTION LEDGER



San Rafael Cons | Account #11047 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
<b>ACQUISITIONS</b>										
Purchase	02/22/2024	05522RDH8	300,000.00	BACCT 2023-2 A 4.98 11/16/2026	100.375	4.88%	301,125.00	(290.50)	(301,415.50)	0.00
Purchase	02/26/2024	17275RBQ4	250,000.00	CISCO SYSTEMS INC 4.8 02/26/2027	99.870	4.85%	249,675.00	0.00	(249,675.00)	0.00
Purchase	02/26/2024	17275RBQ4	300,000.00	CISCO SYSTEMS INC 4.8 02/26/2027	100.028	4.79%	300,084.00	0.00	(300,084.00)	0.00
Purchase	03/13/2024	91282CHK0	750,000.00	UNITED STATES TREASURY 4.0 06/30/2028	99.133	4.22%	743,496.09	(6,016.48)	(749,512.57)	0.00
Purchase	03/18/2024	857477CL5	525,000.00	STATE STREET CORP 4.993 03/18/2027	100.000	4.99%	525,000.00	0.00	(525,000.00)	0.00
<b>Total Purchase</b>			<b>2,125,000.00</b>				<b>2,119,380.09</b>	<b>(6,306.98)</b>	<b>(2,125,687.07)</b>	<b>0.00</b>
<b>TOTAL ACQUISITIONS</b>			<b>2,125,000.00</b>				<b>2,119,380.09</b>	<b>(6,306.98)</b>	<b>(2,125,687.07)</b>	<b>0.00</b>
<b>DISPOSITIONS</b>										
Sale	03/13/2024	91282CBV2	(400,000.00)	UNITED STATES TREASURY 0.375 04/15/2024	99.555	5.33%	(398,218.75)	(614.75)	398,833.50	(1,815.05)
Sale	03/15/2024	91282CBV2	(500,000.00)	UNITED STATES TREASURY 0.375 04/15/2024	99.578	5.37%	(497,890.63)	(778.69)	498,669.32	(2,149.06)
<b>Total Sale</b>			<b>(900,000.00)</b>				<b>(896,109.38)</b>	<b>(1,393.44)</b>	<b>897,502.82</b>	<b>(3,964.10)</b>
<b>TOTAL DISPOSITIONS</b>			<b>(900,000.00)</b>				<b>(896,109.38)</b>	<b>(1,393.44)</b>	<b>897,502.82</b>	<b>(3,964.10)</b>
<b>OTHER TRANSACTIONS</b>										
Coupon	02/01/2024	06368LGV2	0.00	BANK OF MONTREAL 5.203 02/01/2028			15,609.00	0.00	15,609.00	0.00
Coupon	02/01/2024	3137BVZ82	0.00	FHMS K-063 A2 3.43 01/25/2027			2,000.83	0.00	2,000.83	0.00

# TRANSACTION LEDGER



San Rafael Cons | Account #11047 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Coupon	02/01/2024	3137F1G44	0.00	FHMS K-065 A2 3.243 04/25/2027			1,216.13	0.00	1,216.13	0.00
Coupon	02/01/2024	3137FBBX3	0.00	FHMS K-068 A2 3.244 08/25/2027			648.80	0.00	648.80	0.00
Coupon	02/01/2024	3137FBU79	0.00	FHMS K-069 A2 3.187 09/25/2027			1,327.92	0.00	1,327.92	0.00
Coupon	02/01/2024	3137FETN0	0.00	FHMS K-073 A2 3.35 01/25/2028			1,870.42	0.00	1,870.42	0.00
Coupon	02/01/2024	3137FG6X8	0.00	FHMS K-077 A2 3.85 05/25/2028			2,502.50	0.00	2,502.50	0.00
Coupon	02/14/2024	3133EPSW6	0.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 08/14/2026			12,600.00	0.00	12,600.00	0.00
Coupon	02/15/2024	02582JIT8	0.00	AMXCA 2022-2 A 3.39 05/15/2025			1,695.00	0.00	1,695.00	0.00
Coupon	02/15/2024	02582JKD1	0.00	AMXCA 2023-3 A 5.23 09/15/2028			2,135.58	0.00	2,135.58	0.00
Coupon	02/15/2024	05522RDF2	0.00	BACCT 2022-2 A 5.0 04/17/2028			1,833.33	0.00	1,833.33	0.00
Coupon	02/15/2024	161571HT4	0.00	CHAIT 2023-1 A 5.16 09/15/2028			2,128.50	0.00	2,128.50	0.00
Coupon	02/15/2024	47800CAC0	0.00	JDOT 2023 A3 5.01 11/15/2027			3,674.00	0.00	3,674.00	0.00
Coupon	02/15/2024	58768PAC8	0.00	MBART 2022-1 A3 5.21 08/16/2027			1,128.83	0.00	1,128.83	0.00
Coupon	02/15/2024	891941AD8	0.00	TAOT 2023-B A3 4.71 02/15/2028			1,177.50	0.00	1,177.50	0.00
Coupon	02/15/2024	89239HAD0	0.00	TAOT 2022-D A3 5.3 09/15/2027			1,545.83	0.00	1,545.83	0.00
Coupon	02/15/2024	912828D56	0.00	UNITED STATES TREASURY 2.375 08/15/2024			11,875.00	0.00	11,875.00	0.00

# TRANSACTION LEDGER



San Rafael Cons | Account #11047 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Coupon	02/16/2024	96130ASC3	0.00	Westpac Banking Corporation - New York Branch 5.38 02/16/2024			20,455.21	0.00	20,455.21	0.00
Coupon	02/21/2024	3133EPBF1	0.00	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.875 08/21/2024			24,375.00	0.00	24,375.00	0.00
Coupon	02/21/2024	438123AC5	0.00	HAROT 2023-4 A3 5.67 06/21/2028			2,362.50	0.00	2,362.50	0.00
Coupon	02/21/2024	43815JAC7	0.00	HAROT 2023-1 A3 5.04 04/21/2027			504.00	0.00	504.00	0.00
Coupon	02/25/2024	05592XAD2	0.00	BMWOT 2023-A A3 5.47 02/25/2028			410.25	0.00	410.25	0.00
Coupon	02/25/2024	05593AAC3	0.00	BMWLT 2023-1 A3 5.16 11/25/2025			1,870.50	0.00	1,870.50	0.00
Coupon	02/28/2024	3130AV7L0	0.00	FEDERAL HOME LOAN BANKS 5.0 02/28/2025			27,500.00	0.00	27,500.00	0.00
Coupon	02/29/2024	91282CAJ0	0.00	UNITED STATES TREASURY 0.25 08/31/2025			1,500.00	0.00	1,500.00	0.00
Coupon	02/29/2024	91282CBQ3	0.00	UNITED STATES TREASURY 0.5 02/28/2026			1,250.00	0.00	1,250.00	0.00
Coupon	03/01/2024	3137BVZ82	0.00	FHMS K-063 A2 3.43 01/25/2027			2,000.83	0.00	2,000.83	0.00
Coupon	03/01/2024	3137F1G44	0.00	FHMS K-065 A2 3.243 04/25/2027			1,216.13	0.00	1,216.13	0.00
Coupon	03/01/2024	3137FBBX3	0.00	FHMS K-068 A2 3.244 08/25/2027			648.80	0.00	648.80	0.00
Coupon	03/01/2024	3137FBU79	0.00	FHMS K-069 A2 3.187 09/25/2027			1,327.92	0.00	1,327.92	0.00
Coupon	03/01/2024	3137FETN0	0.00	FHMS K-073 A2 3.35 01/25/2028			1,870.42	0.00	1,870.42	0.00
Coupon	03/01/2024	3137FG6X8	0.00	FHMS K-077 A2 3.85 05/25/2028			2,502.50	0.00	2,502.50	0.00

# TRANSACTION LEDGER



San Rafael Cons | Account #11047 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Coupon	03/01/2024	713448CM8	0.00	PEPSICO INC 3.6 03/01/2024			9,000.00	0.00	9,000.00	0.00
Coupon	03/12/2024	3130ATH7	0.00	FEDERAL HOME LOAN BANKS 4.375 09/12/2025			28,437.50	0.00	28,437.50	0.00
Coupon	03/13/2024	46647PBH8	0.00	JPMORGAN CHASE & CO 2.005 03/13/2026			6,015.00	0.00	6,015.00	0.00
Coupon	03/15/2024	02582JIT8	0.00	AMXCA 2022-2 A 3.39 05/15/2025			1,695.00	0.00	1,695.00	0.00
Coupon	03/15/2024	02582JKD1	0.00	AMXCA 2023-3 A 5.23 09/15/2028			2,135.58	0.00	2,135.58	0.00
Coupon	03/15/2024	05522RDF2	0.00	BACCT 2022-2 A 5.0 04/17/2028			1,833.33	0.00	1,833.33	0.00
Coupon	03/15/2024	05522RDH8	0.00	BACCT 2023-2 A 4.98 11/16/2026			1,245.00	0.00	1,245.00	0.00
Coupon	03/15/2024	161571HT4	0.00	CHAIT 2023-1 A 5.16 09/15/2028			2,128.50	0.00	2,128.50	0.00
Coupon	03/15/2024	47800CAC0	0.00	JDOT 2023 A3 5.01 11/15/2027			3,674.00	0.00	3,674.00	0.00
Coupon	03/15/2024	58768PAC8	0.00	MBART 2022-1 A3 5.21 08/16/2027			1,128.83	0.00	1,128.83	0.00
Coupon	03/15/2024	891941AD8	0.00	TAOT 2023-B A3 4.71 02/15/2028			1,177.50	0.00	1,177.50	0.00
Coupon	03/15/2024	89239HAD0	0.00	TAOT 2022-D A3 5.3 09/15/2027			1,545.83	0.00	1,545.83	0.00
Coupon	03/15/2024	91282CHY0	0.00	UNITED STATES TREASURY 4.625 09/15/2026			20,812.50	0.00	20,812.50	0.00
Coupon	03/21/2024	438123AC5	0.00	HAROT 2023-4 A3 5.67 06/21/2028			2,362.50	0.00	2,362.50	0.00
Coupon	03/21/2024	43815JAC7	0.00	HAROT 2023-1 A3 5.04 04/21/2027			504.00	0.00	504.00	0.00
Coupon	03/25/2024	05592XAD2	0.00	BMWOT 2023-A A3 5.47 02/25/2028			410.25	0.00	410.25	0.00

# TRANSACTION LEDGER



San Rafael Cons | Account #11047 | As of March 31, 2024

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
Coupon	03/25/2024	05593AAC3	0.00	BMWLT 2023-1 A3 5.16 11/25/2025			1,870.50	0.00	1,870.50	0.00
Coupon	03/30/2024	69371RS49	0.00	PACCAR FINANCIAL CORP 4.45 03/30/2026			13,350.00	0.00	13,350.00	0.00
Coupon	03/31/2024	9128282Y5	0.00	UNITED STATES TREASURY 2.125 09/30/2024			10,625.00	0.00	10,625.00	0.00
Coupon	03/31/2024	91282CAM3	0.00	UNITED STATES TREASURY 0.25 09/30/2025			625.00	0.00	625.00	0.00
Coupon	03/31/2024	91282CFM8	0.00	UNITED STATES TREASURY 4.125 09/30/2027			15,468.75	0.00	15,468.75	0.00
Coupon	03/31/2024	91282CJA0	0.00	UNITED STATES TREASURY 4.625 09/30/2028			11,562.50	0.00	11,562.50	0.00
<b>Total Coupon</b>			<b>0.00</b>				<b>292,370.30</b>	<b>0.00</b>	<b>292,370.30</b>	<b>0.00</b>
Custody Fee	02/23/2024	CCYUSD	0.00	US DOLLAR			0.00	0.00	(250.00)	0.00
Custody Fee	03/25/2024	CCYUSD	0.00	US DOLLAR			0.00	0.00	(250.00)	0.00
<b>Total Custody Fee</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>	<b>(500.00)</b>	<b>0.00</b>
Management Fee	02/07/2024	CCYUSD	0.00	US DOLLAR			0.00	0.00	(3,493.57)	0.00
Management Fee	03/18/2024	CCYUSD	0.00	US DOLLAR			0.00	0.00	(3,496.00)	0.00
<b>Total Management Fee</b>			<b>0.00</b>				<b>0.00</b>	<b>0.00</b>	<b>(6,989.57)</b>	<b>0.00</b>
Maturity	02/16/2024	96130ASC3	(375,000.00)	Westpac Banking Corporation - New York Branch 5.38 02/16/2024	100.000		(375,000.00)	0.00	375,000.00	0.00
Maturity	03/01/2024	713448CM8	(500,000.00)	PEPSICO INC 3.6 03/01/2024	100.000	0.00%	(500,000.00)	0.00	500,000.00	0.00
<b>Total Maturity</b>			<b>(875,000.00)</b>				<b>(875,000.00)</b>	<b>0.00</b>	<b>875,000.00</b>	<b>0.00</b>
<b>TOTAL OTHER TRANSACTIONS</b>			<b>(875,000.00)</b>				<b>(582,629.70)</b>	<b>0.00</b>	<b>1,159,880.73</b>	<b>0.00</b>



# Important Disclosures

*As of March 31, 2024*

2024 Chandler Asset Management, Inc, An Independent Registered Investment Adviser.

Information contained herein is confidential. Prices are provided by ICE Data Services Inc ("IDS"), an independent pricing source. In the event IDS does not provide a price or if the price provided is not reflective of fair market value, Chandler will obtain pricing from an alternative approved third party pricing source in accordance with our written valuation policy and procedures. Our valuation procedures are also disclosed in Item 5 of our Form ADV Part 2A.

Performance results are presented gross-of-advisory fees and represent the client's Total Return. The deduction of advisory fees lowers performance results. These results include the reinvestment of dividends and other earnings. Past performance may not be indicative of future results. Therefore, clients should not assume that future performance of any specific investment or investment strategy will be profitable or equal to past performance levels. All investment strategies have the potential for profit or loss. Economic factors, market conditions or changes in investment strategies, contributions or withdrawals may materially alter the performance and results of your portfolio.

Index returns assume reinvestment of all distributions. Historical performance results for investment indexes generally do not reflect the deduction of transaction and/or custodial charges or the deduction of an investment management fee, the incurrence of which would have the effect of decreasing historical performance results. It is not possible to invest directly in an index.

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This report is provided for informational purposes only and should not be construed as a specific investment or legal advice. The information contained herein was obtained from sources believed to be reliable as of the date of publication, but may become outdated or superseded at any time without notice. Any opinions or views expressed are based on current market conditions and are subject to change. This report may contain forecasts and forward-looking statements which are inherently limited and should not be relied upon as indicator of future results. Past performance is not indicative of future results. This report is not intended to constitute an offer, solicitation, recommendation or advice regarding any securities or investment strategy and should not be regarded by recipients as a substitute for the exercise of their own judgment.

Fixed income investments are subject to interest, credit and market risk. Interest rate risk: the value of fixed income investments will decline as interest rates rise. Credit risk: the possibility that the borrower may not be able to repay interest and principal. Low rated bonds generally have to pay higher interest rates to attract investors willing to take on greater risk. Market risk: the bond market in general could decline due to economic conditions, especially during periods of rising interest rates.

Ratings information have been provided by Moody's, S&P and Fitch through data feeds we believe to be reliable as of the date of this statement, however we cannot guarantee its accuracy.

Security level ratings for U.S. Agency issued mortgage-backed securities ("MBS") reflect the issuer rating because the securities themselves are not rated. The issuing U.S. Agency guarantees the full and timely payment of both principal and interest and carries a AA+/Aaa/AAA by S&P, Moody's and Fitch respectively.

Your qualified custodian bank maintains control of all assets reflected in this statement and we urge you to compare this statement to the one you receive from your qualified custodian. Chandler does not have any authority to withdraw or deposit funds from/to the custodian account.

## **ICE BofA 1-3 Yr US Treasury & Agency Index**

*The ICE BofA 1-3 Year US Treasury & Agency Index tracks the performance of US dollar denominated US Treasury and nonsubordinated US agency debt issued in the US domestic market. Qualifying securities must have an investment grade rating (based on an average of Moody's, S&P and Fitch). Qualifying securities must have at least one year remaining term to final maturity and less than three years remaining term to final maturity, at least 18 months to maturity at time of issuance, a fixed coupon schedule, and a minimum amount outstanding of \$1 billion for sovereigns and \$250 million for agencies.*



**SAN RAFAEL**  
THE CITY WITH A MISSION

Agenda Item: 4.g

Meeting Date: May 6, 2024

**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

Department: Public Works

Prepared by: Theo Sanchez, Associate Civil Engineer  
April Miller, Public Works Director

City Manager Approval: \_\_\_\_\_

**TOPIC: THIRD STREET REHABILITATION PROJECT**

**SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO THE SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH COASTLAND CIVIL ENGINEERING FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES ASSOCIATED WITH THE THIRD STREET REHABILITATION PROJECT, IN AN ADDITIONAL AMOUNT OF \$21,280, INCREASING THE TOTAL NOT-TO-EXCEED AMOUNT OF THE AGREEMENT TO \$1,569,580**

**RECOMMENDATION:**

Staff recommends that the City Council:

1. Authorize the City Manager to enter into the second amendment to the professional services agreement with Coastland Civil Engineering for construction management and inspection services associated with the Third Street Rehabilitation Project, in an additional amount of \$21,280, increasing the total not-to-exceed amount of the agreement to \$1,569,580.
2. Authorize a supplemental budget appropriation with Gas Tax funds (#206) in an amount not to exceed \$21,280.

**BACKGROUND:**

The [Third Street Rehabilitation Project](#) proposes roadway, pedestrian, and bicycle improvements from Miracle Mile to Union Street.

On [June 21, 2021](#), the City Council awarded the professional services agreement for construction management, inspection, and material testing associated with the Third Street Rehabilitation Project to Coastland Civil Engineering for \$1,168,300.

---

**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

On [April 3, 2023](#), the City Council authorized the City Manager to enter into a first amendment to the agreement with Coastland Civil Engineering for \$380,000, increasing the total not-to-exceed amount under the agreement to \$1,548,300.

**ANALYSIS:**

Due to several change orders, including expanded pavement rehabilitation, conversion of B Street to two-way traffic, and revisions to the traffic signal lights at A Street, Third Street, Second Street, and Fourth Street, the planned construction management and inspection hours were exhausted. As a result, there is a need for additional construction management and inspection hours to support the completion of the project.

**FISCAL IMPACT:**

The proposal from Coastland Civil Engineering to provide additional construction management and inspection services totals \$21,280. These additional services would increase their total contract amount from \$1,548,300 to \$1,569,580.

Because the cost of this amendment exceeds the approved budget of \$1,548,300, a supplemental budget appropriation for \$21,280 is required. Gas Tax funds (#260) are available to support this budget augmentation.

**OPTIONS:**

The City Council has the following options to consider on this matter:

1. Authorize the City Manager to enter into the second amendment to the agreement and supplemental budget appropriation as recommended.
2. Do not authorize the City Manager to enter into the second amendment to the agreement nor supplemental budget appropriation and provide further direction to staff.

**RECOMMENDED ACTION:**

Staff recommends that the City Council:

1. Authorize the City Manager to enter into the second amendment to the professional services agreement with Coastland Civil Engineering for construction management and inspection services associated with the Third Street Rehabilitation Project, in an additional amount of \$21,280, increasing the total not-to-exceed amount of the agreement to \$1,569,580.
2. Authorize a supplemental budget appropriation with Gas Tax funds (#206) in an amount not to exceed \$21,280.

**ATTACHMENT:**

1. Second Amendment to the Professional Services Agreement with Coastland Civil Engineering

**SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH  
COASTLAND CIVIL ENGINEERING, LLP FOR THE THIRD STREET  
REHABILITATION PROJECT**

**THIS SECOND AMENDMENT** to the Professional Services Agreement by and between the **CITY OF SAN RAFAEL** (hereinafter “**CITY**”), and **COASTLAND CIVIL ENGINEERING, LLP** (hereinafter “**CONSULTANT**”), is made and entered into as of the

\_\_\_\_\_.

**RECITALS**

**WHEREAS**, the **CITY** and **CONSULTANT** entered into a Professional Services Agreement dated June 23, 2021 to perform professional services in connection with **CITY’S** Third Street Rehabilitation Project, for an amount not to exceed \$1,168,300 (the “**Agreement**”); and

**WHEREAS**, the **CITY** and **CONSULTANT** entered into a First Amendment to the Professional Services Agreement dated June 1, 2023 to perform additional professional services in connection with **CITY’S** Third Street Rehabilitation Project, for an amount not to exceed \$380,000 and increasing the total not to exceed under the **Agreement** to \$1,548,300; and

**WHEREAS**, under the terms of the **Agreement**, the Term of the **Agreement** was to expire on June 23, 2023; however **CITY** and **CONSULTANT** agreed informally that the Term of the **Agreement** would be extended, and now wish to ratify and memorialize that extension; and

**WHEREAS**, **CITY** requires additional professional services from the **CONSULTANT**, and the **CONSULTANT** is willing to provide such services.

**AMENDMENT TO AGREEMENT**

**NOW, THEREFORE**, the parties hereby agree to amend the **Agreement** as follows:

1. Article II of the **Agreement**, entitled “**DUTIES OF CONSULTANT**” is hereby amended to include the additional services set forth in **CONSULTANT’S** proposal dated December 19, 2023, attached to this Second Amendment as Exhibit A and incorporated herein by reference.

2. Article IV of the Agreement, entitled "COMPENSATION" is hereby amended to include additional compensation payable to **CONSULTANT** for the services described in Exhibit A to this Second Amendment, on a time and materials basis in accordance with the Exhibit A, in a not-to-exceed amount of \$21,280, and to change the total not-to-exceed amount under the Agreement to \$1,569,580.
3. Article V of the Agreement, entitled "TERM OF AGREEMENT" is hereby amended, effective as of June 23, 2023, to extend the Agreement term by one year through June 23, 2024.
4. Except as specifically amended herein, all of the other provisions, terms and obligations of the Agreement between the parties shall remain valid and shall be in full force.

**IN WITNESS WHEREOF**, the parties have executed this Second Amendment on the day, month, and year first above written.

**CITY OF SAN RAFAEL**

**CONSULTANT**

\_\_\_\_\_  
CRISTINE ALILOVICH, City Manager

By: Michael Janet  
Michael Janet (Apr 11, 2024 14:02 PDT)

Name: Michael Janet

Title: Vice President

ATTEST:

[If Contractor is a corporation, add signature of second corporate officer]

\_\_\_\_\_  
LINDSAY LARA, City Clerk

By: \_\_\_\_\_

APPROVED AS TO FORM:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
GENEVIEVE COYLE, Assistant City Attorney



# Coastland

Civil Engineering - Construction Management - Building Dept. Services

## Exhibit A

December 19, 2023

April Miller, Director  
City of San Rafael Department of Public Works  
111 Morphew St.  
San Rafael, CA 94901

Subject: **3rd Street Rehabilitation Project  
Request for Contract Amendment #2**

Dear April:

This letter is to request a contract amendment for Coastland's Construction Management and Inspection services for the 3rd Street Rehabilitation Project in the amount of **\$21,280.00**.

The reason for the anticipated budget over-run is as follows:

1. The application of pavement striping and markers, traffic signal activation, and change order work impacted the project completion date, for reasons that are neither the City's nor Coastland's fault. With the extended duration of the project we have consumed all of the planned construction management and inspection hours.
2. The required overtime inspection for paving operations exceeded our estimate of the number of overtime hours required.

We estimate that from today's date, there will be a total of 20 days construction management effort required to close out the project, and 40 hours of on-site inspection left to complete the remaining contract work.

One full time Inspector for remaining contract work: 40 hours @ \$165/hour..... \$6,600.00

Inspection hours already expended (overbudget) 40 hours @ \$165/hour ..... \$6,600.00

Subtotal Inspection ..... **\$13,200.00**

We also anticipate the following Construction Management work to Project Close Out:

Construction Manager: 40 hours @ \$185/hour ..... \$7,400.00

Subtotal Construction Management ..... **\$7,400.00**

Vehicle Hours: 40 hours @ \$17/hour ..... **\$680.00**

Subtotal of additional estimated work..... **\$21,280.00**

If you have any questions, please call me at (707) 494-6464.

Sincerely,

A handwritten signature in blue ink, appearing to read "Mike Janet", with a light blue circular stamp or watermark behind it.

Mike Janet  
Construction Services Manager

cc: John Wanger; Andrea Tidwell







**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

Department: Public Works

Prepared by: Joanna Kwok, Assistant Public  
Works Director

City Manager Approval:  \_\_\_\_\_

File No.:

**TOPIC: MIOVISION TRAFFIC CAMERA SERVICE AGREEMENT**

**SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH MIOVISION TECHNOLOGIES INCORPORATED FOR TRAFFIC CAMERA SERVICES FOR UP TO FOUR (4) YEARS WITH UP TO A FIVE PERCENT (5%) INCREASE PER FISCAL YEAR OF SERVICE AND APPROPRIATE \$88,018 TO THE GENERAL FUND FOR YEAR ONE OF SERVICE.**

**RECOMMENDATION:**

Authorize the City Manager to enter into an agreement with Miovision Technologies Incorporated ("Miovision") for traffic camera services for up to four (4) years with up to a five percent (5%) increase per fiscal year of service and appropriate \$88,018 to the General Fund for year one of service.

**BACKGROUND:**

Miovision Traffic Camera Systems have been installed City-wide at 51 traffic signal intersections, and a list of their locations can be found in the attached agreement. With Miovision cameras, the City can set up detection zones to alert the traffic system that a vehicle, pedestrian, or cyclist is present. This agreement does not include automated license plate reader services. Upon detection, signal timing will change to allow the vehicle or person to travel through that roadway corridor safely. All movements are counted and saved into a cloud database to assist the Department of Public Works, Transportation Division, with safety studies. Technological systems like Miovision help reduce the City's emergency response time, collect data needed to perform safety evaluations and make more informed decisions about transportation planning.

**ANALYSIS:**

This agreement does not include any new camera purchases and is only for the ongoing software services needed to utilize the cameras already purchased and installed by the City. Staff do not expect any further expansion of locations, and no additional camera purchases or installations are planned at this time. Annual costs depend on the total number of traffic signal intersections with Miovision Traffic Camera Systems installed and if any installations are under their original agreement. Staff use these cameras to monitor intersections remotely, collect data, and maintain transportation networks throughout

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**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

the City. Previous purchases and installations of these cameras have been included in their respective project authorizations by the Council over the past several years, and they routinely included an initial term of software service in the purchase of the hardware. With several of these installations no longer under their initial term of service, the combined total of the software services now exceeds staff purchasing authority and requires City Council authorization for their continued service.

**FISCAL IMPACT:**

The total cost for fiscal year (FY) 2023-24 of service with Miovision will not exceed \$88,018 in year one, with a 5% annual escalator allowable through the contract term. Staff recommends \$88,018 be appropriated from the General Fund for FY 2023-24 under the Public Works; Signal & Lighting Maintenance program (001-44-33001-9555). Funding for the remaining years of the agreement will be budgeted through the annual budgeting process.

**OPTIONS:**

The City Council has the following options to consider on this matter:

1. Authorize the City Manager to enter into the agreement and appropriate funds as recommended.
2. Do not authorize the City Manager to enter into the agreement nor appropriate funds and provide further direction to staff.

**RECOMMENDED ACTION:**

Authorize the City Manager to enter into an agreement with Miovision Technologies Incorporated for traffic camera services for up to four (4) years with up to a five percent (5%) increase per fiscal year of service and appropriate \$88,018 to the General Fund for year one of service.

**ATTACHMENT:**

1. Service Agreement with Miovision Technologies Incorporated



Miovision Technologies Incorporated  
137 Glasgow Street, Suite 110 Kitchener, ON N2G 4X8  
Tax ID #831042346

Date: 10/24/2023  
Valid Until: 1/18/2024  
Currency: U.S. Dollar  
Payment Term: Net 30  
Billing Term: Standard Billing Terms  
Shipping Term: FOB Shipping Point

**Account Executive:** Stephanie Brooks  
sbrooks@miovision.com  
**Shipping Contact:** Nhat Phan  
nhat.phan@cityofsanrafael.org

**Bill To**

City of San Rafael (CA)  
Public Works Dept. P.O. Box 151560  
San Rafael, California 94901  
United States

**Ship To**

City of San Rafael (CA)  
City of San Rafael Public Works – Traffic Division  
111 Morphew Street  
San Rafael, California 94901  
United States

- 2nd Street and A Street
- 2nd Street and B Street
- 2nd Street and C Street
- 2nd Street and D Street
- 2nd Street and E Street
- 2nd Street and G Street
- 2nd Street and Grand Avenue
- 2nd Street and Hetherton Street
- 2nd Street and Irwin Street
- 2nd Street and Lincoln Avenue
- 2nd Street and Lindaro Street
- 2nd Street and Shaver St
- 2nd Street and Tamalpais Ave
- 3rd Street and A Street
- 3rd Street and C Street
- 3rd Street and D Street
- 3rd Street and E Street
- 3rd Street and Grand Avenue
- 3rd Street and Hetherton
- 3rd Street and Irwin Street
- 3rd Street and Lincoln Avenue
- 3rd Street and Lindaro Street
- 3rd Street and Shaver Street
- 3rd Street and Tamalpais Avenue
- 3rd Street and Union Street
- 4th Street and A Street
- 4th Street and B Street
- 4th Street and C Street
- 4th Street and Cijos Street
- 4th Street and Court Street
- 4th Street and D Street
- 4th Street and E Street
- 4th Street and Grand Avenue
- 4th Street and H Street
- 4th Street and Hetherton Street
- 4th Street and Irwin Street
- 4th Street and Lincoln Avenue
- 4th Street and Lootens Place
- 5th Avenue and Hetherton Street
- 5th Avenue and Irwin Street
- 5th Avenue and Tamalpais Avenue
- Lincoln Avenue and 5th Avenue
- Los Gamos Drive and Lucas Valley Road
- Mission Avenue and Hetherton Street
- Mission Avenue and Irwin Street

Intersections - Expiry: 11/28/2023

Mission Avenue and Lincoln Avenue

Product Name	Start Date (yyyy-mm-dd)	End Date (yyyy-mm-dd)	Term (Months)	Annual Price	Price	Qty	Total
TrafficLink Performance Measures	2023-11-29	2024-11-28	12	\$900.00	\$900.00	46	\$41,400.00
TrafficLink Continuous Counts	2023-11-29	2024-11-28	12	\$900.00	\$900.00	46	\$41,400.00

Intersections - Expiry: 4/24/2024  
 5th Avenue and A Street  
 B Street and 5th Avenue  
 C Street and 5th Avenue  
 Ross Valley Drive and Fourth Street

Product Name	Start Date (yyyy-mm-dd)	End Date (yyyy-mm-dd)	Term (Months)	Annual Price	Price	Qty	Total
TrafficLink Performance Measures	2024-04-25	2024-11-28	7.2	\$899.99	\$537.53	4	\$2,150.12
TrafficLink Continuous Counts	2024-04-25	2024-11-28	7.2	\$899.99	\$537.53	4	\$2,150.12

Monitoring Intersections - Expiry: 4/24/2024  
 5th Avenue and A Street  
 B Street and 5th Avenue  
 C Street and 5th Avenue  
 Los Gamos Drive and Lucas Valley Road (+2GB Communications)  
 Ross Valley Drive and Fourth Street

Product Name	Start Date (yyyy-mm-dd)	End Date (yyyy-mm-dd)	Term (Months)	Annual Price	Price	Qty	Total
TrafficLink Intersection Monitoring	2024-04-25	2024-11-28	7.2	\$235.01	\$140.36	5	\$701.80
Managed LTE Connectivity (2GB)	2024-04-25	2024-11-28	7.2	\$359.99	\$215.01	1	\$215.01

**Subtotal (Net) :** USD 88,017.05  
**Tax :** USD 0.00  
**Total :** USD 88,017.05

The Customer hereby agrees to order the products outlined above at the prices indicated, and acknowledges it has read, understands and agrees to be bound by the terms and conditions outlined at:

<https://miovision.com/legal/msa>

For customers paying by credit card, a Miovision accounts receivable representative will contact you by phone to obtain credit card details. Please note that in order to complete payment the Miovision representative will require you to provide the applicable Quotation reference number.

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Signature:

**Canada remit to:** Miovision Technologies Incorporated  
 137 Glasgow St., Suite 110, Kitchener, Ontario, N2G 4X8, Canada  
 GST# 831042346 QST# 122032762 TIN# 98-0588774

**United States remit to:** Miovision Technologies Incorporated  
 PO Box 675431, Detroit, Michigan, 48267-5431, United States

**Bank Details CDN**

Royal Bank of Canada, 180 Wellington Street West, Toronto, Ontario, M5J 1J1  
 BankID, Transit # 003,06019 Swift: ROYCCAT2 Account: 1025444 Routing #:000306019

**Bank Details USD**

Comerica Bank, 226 Airport Parkway, Suite 100, San Jose, California, 95110  
 ABA/Routing Number: 121-137-522, Account Number: 1895-73030-5, Account Type: Commercial Checking, Swift Code: MNBDUS33





**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

**Department: Public Works**

**Prepared by: Joanna Kwok, Assistant Public Works Director  
April Miller, Public Works Director**

**City Manager Approval:**  \_\_\_\_\_

**TOPIC: SECOND STREET, FOURTH STREET, AND MIRACLE MILE INTERSECTION IMPROVEMENTS PROJECT**

**SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH CSW/STUBER-STROEH ENGINEERING GROUP INC. FOR ADDITIONAL DESIGN SERVICES ASSOCIATED WITH THE SECOND STREET, FOURTH STREET, AND MIRACLE MILE INTERSECTION IMPROVEMENTS PROJECT, IN AN ADDITIONAL AMOUNT OF \$96,900, INCREASING THE TOTAL NOT-TO-EXCEED AMOUNT OF THE AGREEMENT TO \$228,482**

**RECOMMENDATION:**

Staff recommends that the City Council:

1. Authorize the City Manager to enter into the first amendment to the professional services agreement with CSW/Stuber-Stroeh Engineering Group Inc. for additional design services associated with the Second Street, Fourth Street, and Miracle Mile intersection improvements project, in an additional amount of \$96,900, increasing the total not-to-exceed amount of the agreement to \$228,482.
2. Authorize a supplemental budget appropriation with Gas Tax funds (#206) in an amount not to exceed \$96,900.

**BACKGROUND:**

The Second Street, Fourth Street, Miracle Mile intersection improvements project will reconfigure the intersection of Second Street and Fourth Street, San Rafael's gateway to and from West Marin County, to improve pedestrian and bicyclist experiences and vehicular traffic flow. The project seeks to simplify the intersection, shorten pedestrian crossings, promote bicycle connectivity, and maintain local transit navigability. The project also serves as a continuation of the Third Street Rehabilitation project.

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**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

On [June 21, 2022](#), under resolution number 15097, the City Council authorized the City Manager to enter into a professional services agreement with CSW/Stuber-Stroeh Engineering Group for engineering design services in an amount not to exceed \$131,582.

In September 2022, the Transportation Authority of Marin (TAM) nominated this project to be submitted to the Metropolitan Transportation Commission (MTC) for \$3,051,000 in One Bay Area Grant 3 (OBAG3) funding, which was approved by MTC in 2023.

**ANALYSIS:**

The existing intersection was atypical and complex, involving five traffic signal phases and connecting roadways. The team went through an iterative design process with community members and stakeholders to develop six conceptual designs for the intersection reconfiguration that could meet the various project goals. The current design balances the needs of all users and enhances the easterly gateway to San Rafael.

City staff recommends amending the original professional services agreement with CSW/Stuber-Stroeh Engineering Group to include additional design services for completing the project's construction documents and to provide support for ensuring compliance with the OBAG3 funding requirements.

**PUBLIC OUTREACH:**

The Second Street and Fourth Street intersection redesign was first discussed at the Third Street Rehabilitation project meetings, as listed in the [February 7, 2022, City Council staff report](#). The initial concepts for the project were first presented to the City's Bicycle and Pedestrian Advisory Committee (BPAC) on August 5, 2020. Later, City staff engaged the community and key stakeholders at the following meetings.

- October 5, 2022: BPAC meeting
- December 7, 2022: BPAC meeting
- January 26, 2023: Virtual Community Meeting

In addition to these meetings, City staff has maintained [a project website](#) and met with residents and business owners virtually and onsite to discuss the project.

**FISCAL IMPACT:**

The proposal from CSW/Stuber-Stroeh Engineering Group Inc. to provide additional design services agreement totals \$96,900. These additional services would increase their total contract amount from \$131,582 to \$228,482.

Because the cost of the proposed amendment exceeds the approved budget for the professional services agreement, a supplemental budget appropriation of \$96,900 is required for this expenditure. Gas Tax funds (#206) are available to support this budget augmentation.

**OPTIONS:**

The City Council has the following options to consider on this matter:

1. Authorize the City Manager to enter into the amendment and supplemental budget appropriations as recommended.
2. Do not authorize the City Manager to enter into the amendment nor supplemental budget appropriation and provide further direction to staff.

**RECOMMENDED ACTION:**

Staff recommends that the City Council:

1. Authorize the City Manager to enter into the first amendment to the professional services agreement with CSW/Stuber-Stroeh Engineering Group Inc. for additional design services associated with the Second Street, Fourth Street, and Miracle Mile intersection improvements project, in an amount of \$96,900, increasing the total not-to-exceed amount of the agreement to \$228,482.
2. Authorize a supplemental budget appropriation with Gas Tax funds (#206) in an amount not to exceed \$96,900.

**ATTACHMENT:**

1. First Amendment to the Professional Services Agreement with CSW/Stuber-Stroeh Engineering Group Inc.



**FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH  
CSW/STUBER-STROEH ENGINEERING GROUP INC. FOR IMPROVEMENTS TO  
THE SECOND AND FOURTH STREET INTERSECTION**

**THIS FIRST AMENDMENT** to the Professional Services Agreement by and between the **CITY OF SAN RAFAEL** (hereinafter “**CITY**”), and **CSW/STUBER-STROEH ENGINEERING GROUP INC.** (hereinafter “**CONSULTANT**”), is made and entered into as of \_\_\_\_\_.

**RECITALS**

**WHEREAS**, the **CITY** and **CONSULTANT** entered into a Professional Services Agreement dated July 14, 2022 to perform professional services in connection with **CITY’S** Second Street and Fourth Street Intersection project, for an amount not to exceed \$131,582 (the “Agreement”); and

**WHEREAS**, under the terms of the Agreement, the Term of the Agreement was to expire on July 14, 2023; however **CITY** and **CONSULTANT**, agreed informally that the Term of the Agreement would be extended, and now wish to ratify and memorialize that extension; and

**WHEREAS**, **CITY** requires additional professional services from the **CONSULTANT**, and the **CONSULTANT** is willing to provide such services.

**AMENDMENT TO AGREEMENT**

**NOW, THEREFORE**, the parties hereby agree to amend the Agreement as follows:

1. Article II of the Agreement, entitled “**DUTIES OF CONSULTANT**” is hereby amended to include the additional services set forth in **CONSULTANT’S** proposal dated April 10, 2024, attached to this First Amendment as Exhibit A and incorporated herein by reference.
2. Article IV of the Agreement, entitled “**COMPENSATION**” is hereby amended to include additional compensation payable to **CONSULTANT** for the services described in Exhibit A to this First Amendment, on a time and materials basis in accordance with the Exhibit A, in a not-to-exceed amount of \$96,900, and to change the total not-to-exceed amount under the Agreement to \$228,482.

3. Article V of the Agreement, entitled "TERM OF AGREEMENT" is hereby amended, effective as of July 14, 2023, to extend the Agreement term by two years, through July 14, 2025.
4. Except as specifically amended herein, all of the other provisions, terms and obligations of the Agreement between the parties shall remain valid and shall be in full force.

**IN WITNESS WHEREOF**, the parties have executed this First Amendment on the day, month, and year first above written.

**CITY OF SAN RAFAEL**

**CONSULTANT**

\_\_\_\_\_  
CRISTINE ALILOVICH, City Manager

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

[If Contractor is a corporation, add signature of second corporate officer]

\_\_\_\_\_  
LINDSAY LARA, City Clerk

By: \_\_\_\_\_

APPROVED AS TO FORM:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
GENEVIEVE COYLE, Assistant City Attorney

## Exhibit A

April 10, 2024

Revised August 29, 2023

Revised June 12, 2023

Original March 29, 2023

Theo Sanchez, PE  
Associate Civil Engineer  
City of San Rafael, Department of Public Works  
111 Morpew St.  
San Rafael, CA 94901

**Subject:** Revised Additional Service Request – Second and Fourth Street Intersection Improvements

Dear Ms. Kwok:

Thank you for the opportunity to support the City of San Rafael in improving the Second and Fourth Street intersection. As you are aware, the current preliminary plan has significantly changed from the original concept developed for the Third Street Improvement project and used for the One Bay Area Grant as well as serving as the basis for our consulting services agreement executed on July 14, 2022. Working with the community and stakeholders, the current design better balances transportation modes and enhances the easterly gateway to San Rafael. To achieve this design, we will spend additional effort than originally contemplated.

Additionally, our team will assist the City in securing Caltrans Request for Authorization approval, also known as an E76. The City of San Rafael received \$3.051 million from the One Bay Area Grant (OBAG) program to support construction of the Second and Fourth Streets Intersection Improvement project. We understand the project will reconfigure the intersection generally as illustrated in our July 18, 2023, 65% submittal. OBAG is a federal funding program, which is administered by the Caltrans office of Local Assistance. To advertise the project for a public bid with the intention of using the OBAG funds to pay for the work, the City must secure the approval of Local Assistance. This process is defined in the Local Assistance Procedures Manual, which typically requires environmental and right of way studies to confirm the project complies with federal standards as well as those of the grantor.

Listed below is our scope of these services for design and local assistance support.

### **Design Support**

- A-1. Concept Studies.** At the request of stakeholders, our team prepared sixteen exhibits and modified the concept plan from the approved geometric drawing included in the project proposal. A summary of the modifications includes:
- a. Geometric modifications to northerly parking area into a landscape plaza.

- b. Removal of the Fourth Street slip lane.
- c. Geometric modifications to the driveway approach to Urban Remedy and the pet grooming store.
- d. Geometric modifications to the Fourth Street angle of intersection with Second Street.
- e. Addition of an island median at the Marquard Avenue intersection.
- f. Testing of options to improve bicycle and pedestrian access in the intersection.
- g. Evaluation of alternatives to expand bicycle facilities along West End Avenue.
- h. Preparing necessary turning templates to confirm truck turning movements in the intersection and new driveway approaches.

**A-2. Traffic Analysis (Kimely Horn).** To support the revision of the Second and Fourth Street intersection, Kimely Horn has reviewed various alternative conceptual designs including attendance at additional meetings. This effort included a review of traffic data collected by city, highway-capacity analysis for peak periods, technical reporting, and summary memorandum, which serves as the basis for signal operations and phasing plan.

**A-3. Boundary Survey.** During the development of the signal plan at West Crescent and Second Street, stakeholders requested the location of the right of way to validate the concept. We completed research at the Marin County free library and searched for the evidence in the field but found much of it destroyed. On the fourth trip to the field, our survey crew found evidence on Alexander Avenue that could be used to resolve the boundary. Pursuant to California law, we prepared a Record of Survey and are ready to submit it to Marin County.

**A-4. Gateway Landscape Design.** The initial concept plan did not anticipate major changes to landscape and hardscape at the intersection. However, during development of the plan, stakeholders desired to improve the area to serve as a gateway to downtown San Rafael. This plan will include trees, landscaping, and hardscape elements. Our team will complete the design of an irrigation system in compliance with Marin Municipal Water District's requirements.

**A-5. Design Enhancements.** Both the West Crescent and Second Streets as well as the Fourth and Second Streets intersections' designs are more complicated than originally anticipated requiring additional labor effort to refine hardscape, utility, and striping.

### **Local Assistance Support**

**B-1 Preliminary Environmental Study.** .Because of the federal funding, the project must be reviewed under the National environmental Protection Act (NEPA). As the project is located within a highly developed area, it should be a categorical exclusion. To commence the process, we will complete a Preliminary Environmental Study (Exhibit 6-A) for review by the City and for submittal to Local Assistance.

**B-2 Field Review.** To commence the environmental scoping process, we will complete the Field Review and Roadway Data Forms (Exhibits 7-B and 7-C) for review by the City and for submittal to Local Assistance. We will attend the field review meeting with the Local Assistance representative at the City's offices and potentially in the field to review the PES and discuss the technical studies that may be required for the project.

- B-3 Environmental Studies.** Local Assistance has standard conditions related to noise and biological resources related to projects similar to 2<sup>nd</sup> and 4<sup>th</sup> Street. However, we will provide the following if requested:
- a. Standard memoranda.** We will provide a standard memorandum related to traffic handling during construction.
  - b. Cultural Resources.** Based upon previous work completed in the area, we understand that the Federated Indians of the Graton Rancheria may be interested in consulting on the progress of the project. We will retain a cultural resources firm to prepare an APE map, complete research, and coordinate with the tribe. We expect the project to integrate monitoring for resources during construction.
- B-4 CEQA Assessment.** We will prepare a project description for preparation of the categorical exemption under CEQA based upon California Code of Regulations Sections 15301(c), 15302(c), 15303(d), and 15304(f).
- B-5 Right of Way Certification.** CSW|ST2 will complete the following to support the certification.
- a. Notices to Owners.** We will complete and submit a Notice to Utility Owners informing them of the project and their need to relocate facilities in conflict at their cost.
  - b. Form 13-B.** We will complete Local Assistance Form 13-B "Right of Way Certification" for the project documenting that the City has permanent rights-of-way as well as utility clearances to construct the project. We assume this will be a Certification Number 1.
  - c. Right to Enter.** While the contractor may need to enter private property to complete the work, it is for the benefit of the private property owner, which can be completed through a standard right of entry process. We will prepare two (2) right of entry documents. .
- B-6 Federal Specifications Integration.** We will modify the City's standard specifications to include the required federal-aid contract language including adding Form FHWA-1273. This will include integration of NEPA and CEQA mitigations into the documents.
- B-7 Request for Authorization.** With completion of the 100% documents, right of way certification, and environmental process, we will provide the following information to the City for submittal to Caltrans.
- a.** Request for Authorization Form and Cost Estimate (LAPM 3-A)
  - b.** PS&E Certification and Checklist (Exhibit 12-D)
  - c.** Contract Goal Methodology (Exhibit 9-D)
  - d.** Plans and Specifications

## ASSUMPTIONS

In preparation for our scope of work, we have made several assumptions to establish our team's required labor effort.

1. There will not need to be a Historic Structures Report required for the project.
2. Cultural resources investigation will be based upon record; no field exploration is necessary.
3. Right of way acquisition is not required. For the purpose of this certification, we assume that 1904 and 1908 4<sup>th</sup> Street has some form of mutual access easement allowing for the removal of the driveway as currently shown in the plans.

**COMPENSATION**

CSW/ST2 agrees to provide the services described above on a time and expense basis, in accordance with our current Hourly Rates and Billing Policy. Please allow a total not to exceed fee of \$96,900 summarized as follows:

<b>Task</b>	<b>Description</b>	<b>Request</b>
A-1	Concept Studies	\$12,000
A-2	Traffic Analysis (Kimely Horn)	\$12,300
A-3	Boundary Survey	\$17,000
A-4	Gateway Landscape Design	\$17,300
A-5	Design Enhancements	\$16,300
	Subtotal, Task A	\$74,900
B-1	Preliminary Environmental Study	\$1,000
B-2	Field Review	\$ 2,000
B-3	Environmental Studies	
B-3a	Standard Memoranda	\$ 1,500
B-3b	Cultural Resources Sub Consultant (Optional)	\$ 10,000
B-4	CEQA Assessment	\$ 1,500
B-5	Right of Way Certification	\$ 3,000
B-6	Federal Specifications Integration	\$ 1,500
B-7	Request for Authorization	\$ 1,500
	Subtotal, Task A	\$22,000
<b>TOTAL, Task A and B:</b>		<b>\$96,900</b>

**SERVICES AND STANDARD OF CARE**

CSW/ST2's services shall be limited to those expressly set forth above. We shall have no other obligations or responsibilities for the project except as agreed to in writing, or as provided in this agreement. CSW/ST2's services shall be provided consistent with, and limited to, the standard of care applicable to such services. CSW/ST2 shall provide its services consistent with the professional skill and care ordinarily provided by consultants practicing in the same or similar locality under the same or similar circumstances.

We appreciate your consideration of this request. Please contact me at 415.533.1864 or rstevens@cswst2.com if you need additional information.

Sincerely,



Robert Stevens, PE, TE  
Principal



Agenda Item No: 4.j

Meeting Date: May 6, 2024

## SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Public Works

Prepared by: April Miller,  
Director of Public Works

City Manager Approval: \_\_\_\_\_

File No.: 06.01.243 & 06.01.245

**TOPIC: CITY OF SAN RAFAEL ESSENTIAL FACILITIES CONSTRUCTION PROJECT: FIRE STATIONS 54 AND 55**

**SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO THE SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH LOVING CAMPOS ASSOCIATES ARCHITECTS, INC. FOR EXTENDED ARCHITECTURAL, WATERPROOFING CONSULTING, AND CONSTRUCTION ADMINISTRATION SERVICES RELATED TO PHASE 2 ESSENTIAL FACILITIES PROJECTS - FIRE STATIONS 54 AND 55, IN AN ADDITIONAL AMOUNT OF \$120,995, INCREASING THE TOTAL NOT-TO-EXCEED AMOUNT OF THE AGREEMENT TO \$451,741**

### RECOMMENDATION:

Staff recommends that the City Council:

1. Authorize the City Manager to enter into the second amendment to the professional services agreement with Loving Campos Associates Architects, Inc. for extended architectural, waterproofing consulting, and construction administration services related to the Phase 2 Essential Facilities Projects: Fire Stations 54 and 55, in an additional amount of \$120,995, increasing the total not-to-exceed amount of the agreement to \$451,741.
2. Authorize a supplemental budget appropriation with Essential Facilities Capital Projects Fund (#420) in an amount not to exceed \$120,995.

### BACKGROUND:

On November 5, 2013, the voters approved Measure E, extending the existing one-half percent local sales tax and increasing the rate by one-quarter percent to provide funding to preserve essential city services. The City has since used those resources to plan, design, construct, and manage two new stand-alone fire stations, 52 and 57, and a new Public Safety Center (PSC) incorporating Fire Station 51. These three projects comprise "Phase 1" of the City's Essential Facilities Program. They have all been completed, occupied, and operational. The Essential Facilities program also includes the design, construction, and management of Fire Stations 54 and 55, referred to as "Phase 2".

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FOR CITY CLERK ONLY

Council Meeting:

Disposition:

## **SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2**

Fire Stations 54, located at 46 Castro Avenue in the Canal neighborhood, and Fire Station 55, at 955 Point San Pedro Road in the Peacock Gap neighborhood, were designed and built in the mid-1960s and are now beyond their useful life.

On October 18, 2021, the City awarded the construction contract to Wickman Development and Construction for the Fire Stations 54 and 55 Renovation Project.

On October 18, 2021, the City also awarded a professional services agreement with Loving Campos Associates Architects, Inc. (Resolution No. [No.14989](#)) for architectural construction administration, scheduling, and additional services for the Fire Stations 54 and 55 Renovation Project for \$280,300. Additionally, the City issued a first amendment to the professional services agreement for \$50,446 to change the total not to exceed amount under the agreement to \$330,746.

### **ANALYSIS:**

The City issued a Notice to Proceed with construction on January 10, 2022, and construction started immediately.

The original contract with our consultants envisioned completing the two fire station projects as a single project. The original duration of the project, which included Fire Station 54 and 55, was 365 days.

During the construction phase, the contractor encountered various unforeseen conditions during the excavation and demolition of the old foundations that required additional architectural and engineering services from LCA.

The contractor also had to overcome other challenges. Some of those challenges were related to the elevator installation, coordination with PG&E, and sewer lateral piping sagging.

Additionally, at Fire Station 54, staff discovered severe water intrusion through the stucco system, causing delays to the completion of the project. The City had to investigate the cause of the water intrusion and requested LCA's assistance in providing a waterproofing consultant under LCA's umbrella of work to assess the source of the water intrusion.

While the contractor mitigated the water damage, the duration of construction was extended considerably due to the time necessary to investigate and document the damage and the time needed to remove and repair the stucco system.

The project duration nearly doubled, and the City required extended architectural, waterproofing consulting, and extended construction administration services for the duration of the construction. Loving Campos Associates Architects ("LCA") provided these services for the two fire station projects. Staff recommends that the City Council authorize a second amendment to the professional services agreement with LCA for extended services to the City for the duration of the projects, including waterproofing consultant services, water damage investigation, and reporting, review of added submittals, additional change-order review, weekly site visits, and other support to the City's project manager. The full scope of services is shown in Exhibit A to the proposed second amendment to the professional services agreement (Attachment A). LCA will provide these services in an amount not to exceed \$120,995.

### **FISCAL IMPACT:**

Staff recommends that the City Council authorize a second amendment for \$120,995. Approval of the amendment would increase their total contract amount from \$330,746 to \$451,741.



## **SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 3**

Because the cost of this amendment exceeds the approved budget of \$330,746, a supplemental budget appropriation of \$120,995 is required. Staff recommends appropriating funds from the Essential Facilities Capital Projects Fund (#420). This fund has been accumulating a portion of Measure E tax dollars for these projects and has a sufficient balance to support the cost of the amendment.

### **OPTIONS:**

The City Council has the following options to consider on this matter:

1. Authorize the City Manager to enter into the amended agreement and supplemental budget appropriations as recommended.
2. Do not authorize the City Manager to enter into the amended agreement nor supplemental budget appropriations and provide further direction to staff.

### **RECOMMENDED ACTION:**

Staff recommends that the City Council:

1. Authorize the City Manager to enter into the second amendment to the professional services agreement with Loving Campos Associates, Architects, Inc. for extended architectural, waterproofing consulting, and construction administration services related to the Phase 2 Essential Facilities Projects: Fire Stations 54 and 55, in an additional amount of \$120,995, increasing the total not-to-exceed amount of the agreement to \$451,741.
2. Authorize a supplemental budget appropriation with Essential Facilities Capital Projects Fund (#420) in an amount not to exceed \$120,995.

### **ATTACHMENTS:**

1. Second Amendment to PSA with Loving Campos Associates Architects, Inc. for additional services.

**SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH  
LOVING CAMPOS ASSOCIATES, ARCHITECTS, INC. FOR EXTENDED  
ARCHITECTURAL, WATERPROOFING CONSULTING, AND CONSTRUCTION  
ADMINISTRATION SERVICES FOR PHASE 2 ESSENTIAL FACILITIES PROJECTS  
– FIRE STATION 54 AND 55**

**THIS SECOND AMENDMENT** to the Professional Services Agreement by and between the **CITY OF SAN RAFAEL** (hereinafter “**CITY**”), and **LOVING CAMPOS ASSOCIATES, ARCHITECTS, INC.**, (hereinafter “**CONSULTANT**”), is made and entered into as of the \_\_\_\_\_.

**RECITALS**

**WHEREAS**, pursuant to City Council Resolution No. 14989 (the “Resolution”), the **CITY** and **CONSULTANT** entered into a Professional Services Agreement dated January 27, 2022 to perform construction administration services in connection with the **CITY’S** project to reconstruct Fire Stations 54 & 55 for an amount not to exceed \$280,300 (the “Agreement”); and

**WHEREAS**, the **CITY** authorized a First Amendment to the Professional Services Agreement on February 11, 2023 for additional services in the amount of \$50,446, and changed the total amount under the Agreement to \$330,746; and,

**WHEREAS**, the **CITY** requires additional extended architectural, waterproofing consulting, and construction administration services from the **CONSULTANT** to facilitate the construction of the fire stations, and the **CONSULTANT** is willing to provide such services.

**AMENDMENT TO AGREEMENT**

**NOW, THEREFORE**, the parties hereby agree to amend the Agreement as follows:

1. Article II of the Agreement, entitled “DUTIES OF CONTRACTOR” is hereby amended to include the additional services set forth in **CONSULTANT’S** proposals dated January 25, 2024 and March 5, 2024, attached to this Amendment as Exhibit A (Entitled “ASR 06R”) and Exhibit B (Entitled “ASR 07”) and incorporated herein by reference.
2. Article IV of the Agreement, entitled “COMPENSATION” is hereby amended to include additional compensation payable to **CONSULTANT** for the services described in Exhibit A and Exhibit B to this Second Amendment, on a fixed fee basis in accordance with Exhibits A and Exhibit B, in a not-to-exceed amount of

\$120,994.75, and to change the total not-to-exceed amount under the Agreement to \$451,740.75

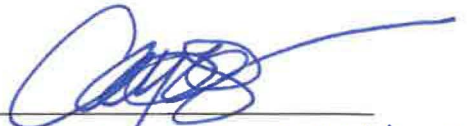
3. Except as specifically amended herein, all of the other provisions, terms and obligations of the Agreement between the parties shall remain valid and shall be in full force.

**IN WITNESS WHEREOF**, the parties have executed this Second Amendment on the day, month, and year first above written.

**CITY OF SAN RAFAEL**

**CONSULTANT**

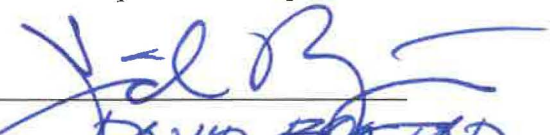
\_\_\_\_\_  
CRISTINE ALILOVICH, City Manager

By:   
Name: CARL CAMPOS  
Title: CEO

ATTEST:

[If Contractor is a corporation, add signature of second corporate officer]

\_\_\_\_\_  
LINDSAY LARA, City Clerk

By:   
Name: DAVID BOETAD  
Title: PRESIDENT

APPROVED AS TO FORM:

\_\_\_\_\_  
ROBERT EPSTEIN, City Attorney

Date: January 25, 2024

LCA Project #19073

**ASR 06R****Project:** Fire Stations 54 & 55, San Rafael, CA

Owner: San Rafael Fire Department Public Works Department

Individual: April Miller, Director, Public Works, [april.miller@cityofsanrafael.org](mailto:april.miller@cityofsanrafael.org)CC: Fabiola Guillen-Urfer, [fabiola.guillenuufer@cityofsanrafael.org](mailto:fabiola.guillenuufer@cityofsanrafael.org)

**Subject: Construction Administration Services for Defective Stucco Installation and Water Leaks:**  
**Fire Station 54: 46 Castro Avenue, San Rafael, California 94901**  
**Fire Station 55: 955 Pt San Pedro, San Rafael, California 94901**

Under the conditions of the Architect's Contract for Professional Services with the Owner, as required, the Architect notifies the Owner, and the Owner hereby authorizes the Architect to perform Additional Services as previously agreed.

Explanation: The following Additional Services Request is for Construction Administration Services for Defective Stucco Installation Issues and Water Leak Issues for Fire Stations 54 and 55:

**FIRE STATION 54 AND FIRE STATION 55: CONSTRUCTION ADMINISTRATION / CONSTRUCTION MANAGEMENT:**

**1. Defective Stucco Installation and Water Leaks at FS 54 and Wall Leaks at FS 55:**

- a. Multiple Site Visits to review the leak issues in the field, including meetings with the waterproofing consultant.
- b. Preparation of counterarguments to contractor's claims regarding use of grade-D building paper.
- c. Research and response to multiple RFI's.
- d. Online meetings with the Contractor and Waterproofing Consultant
- e. Multiple on-site water tests
- f. Consultation/coordination with Intertek
- g. Consultation/coordination with Avelar

The total amount for this Architect's Additional Services Request is \$28,333.75.

**Exhibit B: Architectural Coordination, Fee Breakdown**

**Exhibit C: Avelar Invoices**



01/25/2024

Carl E. Campbs, CEO, LCA Architects, Inc.

Date

Authorization of Additional Services

Date

**Exhibit B**

**Fire Station 55 Stucco Wall Leaks  
Greg Barton, Project Architect (\$195.00/hr)**

Purpose	Date	Hours
Intertek Site Visit	4/5/2023	1.5
RFI response	5/22/2023	1
Avelar mtg.	5/25/2023	1
RFI response prep	6/8/2023	1
RFI response	6/16/2023	1
Site visit w/ Avelar	7/7/2023	1
Avelar Mtg.	7/10/2023	1
Water Test	9/22/2023	2

**Total Hours (9.5) x Hourly Rate (\$195.00) = \$1,852.50**

**Fire Station 54 Stucco Replacement and Wall Leaks  
Greg Barton, Project Architect (\$195.00/hr)**

Purpose	Date	Hours
Intertek Site Visit	2/9/2023	3
Memo to Wickman prep	3/6/2023	1
Demo site visit	3/8/2023	3
Memo to Wickman prep	3/10/2023	2
Memo to Wickman prep	3/17/2023	1
Intertek Site Visit	3/21/2023	3
Final memo to Wickman	3/23/2023	1
Site Visit	4/5/2023	1.5
RFI 375 response prep	4/4/2023	2
RFI 375 response prep	4/6/2023	2
RFI 375 response prep	4/7/2023	1
RFI 378 response prep	4/11/2023	2
RFI 378 response prep	4/12/2023	2
RFI 375 response	4/20/2023	0.5
RFI 378 response	4/28/2023	0.5
Wickman letter response prep	5/2/2023	2
Wickman letter response	5/4/2023	0.5
RFI 383 response prep	5/10/2023	2
RFI 383 response prep	5/11/2023	1
RFI response	5/12/2023	0.5
Avelar coord.	5/16/2023	2
RFI 383 response prep	5/18/2023	1
RFI 379 response prep	5/30/2023	1
RFI 380 response prep	5/31/2023	1
Teams Mtg	6/9/2023	1.5
RFI 380 response	6/14/2023	0.5
Avelar mtg.	6/14/2023	3
Avelar coord.	6/21/2023	4
Avelar mtg.	6/23/2023	1
RFI 379 response	6/25/2023	0.5
Site visit w/ Avelar	6/27/2023	3
RFI 379 response	6/27/2023	0.5
RFI 383 response	6/28/2023	0.5
Site visit w/ Avelar	7/7/2023	3
Call w/ Avelar	7/10/2023	1
Avelar mtg.	7/24/2023	1
Avelar mtg.	7/25/2023	1
RFI 386 response prep	7/26/2023	2
RFI 386 response	7/28/2023	0.5
Site visit w/ Avelar	8/8/2023	3
Call w/ Avelar	8/25/2023	0.25
RFI 387 response prep	8/26/2023	1
RFI 387 response	8/29/2023	0.5

**Total Hours (64.25) x Hourly Rate (\$195.00) = \$12,528.75**

**Fire Stations 54 & 55 Stucco Replacement and Wall Leaks  
Ron Guelden, Project Manager (\$185.00/hr)**

Purpose	Date	Hours
Site visit 54	2/1/2023	1
Site visit 54	2/3/2023	2
Site visit 54	2/7/2023	2
Leak investigation	2/8/2023	1
Site visit 54	2/9/2023	1.5
Site visit 54 for demo	2/10/2023	0.5
TEAMS mtg.	2/14/2023	1
Leak investigation	2/15/2023	0.5
Leak investigation	2/16/2023	0.5
Site visit 54	2/17/2023	2
Site visit 54 w/ Intertek	2/20/2023	1.5
Site visit 54	2/21/2023	0.5
Site visit 54	3/2/2023	1
54 rain protection	3/3/2023	0.5
Site visit 54	3/10/2023	1.5
Conf. call	3/13/2023	1
Site visit 54	3/14/2023	1
54 WP test location review	3/15/2023	2
54 WP test location review	3/16/2023	0.5
Site visit 54	3/17/2023	2
Call w/ City	3/20/2023	1.5
TEAMS mtg.	3/30/2023	1
Site visit 54	4/3/2023	2
Site visit 54	4/5/2023	3
Site visit 54	4/20/2023	1.5
TEAMS mtg.	6/9/2023	1
Site visit 54	6/16/2023	3.5
Site visit 54	6/21/2023	1.5
Call w/ Carl	6/22/2023	1
Call w/ City	6/26/2023	1
Site visit 54 w/ Avelar	6/27/2023	1
54 WP write up	6/29/2023	2.5
TEAMS mtg./Site visit 54	7/7/2023	3.5
Conf call w/ City	7/10/2023	0.5
TEAMS mtg.	7/21/2023	1
Site visit 54	8/8/2023	1.5
TEAMS mtg.	8/31/2023	1
Site visit 54	9/15/2023	2
Site visit 54 - water test	9/20/2023	3
Conf call with City	9/22/2023	2
Site visit 54 - water test	9/26/2023	1
Site visit 54 - water test	10/10/2023	1

**Total Hours (60.5) x Hourly Rate (\$185.00) = \$11,192.50**

**Fire Station 54 Stucco Replacement and Wall Leaks  
Carl Campos, Principal/CEO (\$230.00/hr)**

Purpose	Date	Hours
Demo site visit	3/8/2023	3
Avelar mtg.	5/10/2023	0.5
Avelar mtg.	5/30/2023	1
Avelar mtg.	6/26/2023	1
Avelar mtg.	6/28/2023	1
Site visit w/ Avelar	7/7/2023	3
Call w/ Avelar	7/10/2023	0.5
Call w/ Avelar	8/24/2023	1
Call w/ Ron	8/29/2023	0.5
Call w/ Ron	11/2/2023	0.5

**Total Hours (12) x Hourly Rate (\$230.00) = \$2,760.00**

**SUMMARY  
(Total Hours x Hourly Rate) = Total Fee**

**Greg Barton, Project Architect:  
73.75 hours x \$195.00 = \$14,381.25**

**Ron Guelden, Project Manager:  
60.5 hours x \$185.00 = \$11,192.50**

**Carl Campos, Principal/CEO:  
12 hours x \$230.00 = \$2,760.00**

**Summary Total (LCA Architects Team):  
\$28,333.75**

**Avelar Invoices: \$41,042.76**

**EXHIBIT A  
LCA ARCHITECTS, INC.  
2023 HOURLY FEE SCHEDULE\***

DESCRIPTION	HOURLY RATE
<i>Principal</i>	\$230.00
<i>Associate</i>	\$190.00 to \$200.00
<i>Project Manager</i>	\$200.00
<i>Construction Manager</i>	\$165.00 to \$190.00
<i>Project Architect</i>	\$170.00 to \$190.00
<i>Quality Control Manager</i>	\$195.00
<i>Specifications Writer</i>	\$195.00
<i>Job Captain</i>	\$165.00 to \$185.00
<i>Designer</i>	\$165.00 to \$180.00
<i>CAD Tech</i>	\$165.00 to \$170.00
<i>Project Coordinator</i>	\$120.00 to \$135.00
<i>Administration/Research/Presentations</i>	\$125.00 to \$135.00
<i>Clerical</i>	\$135.00
<i>Architectural Animation</i> – Preparation of computer-generated views, renderings and simulations of architectural interiors and exteriors. Preparation of video “fly-by’s,” walkthroughs, and other simulations.	\$185.00/hr.
<i>Expert Witness</i> – Review of documents, meetings, site visits, telephone conferences, administration of the documents and materials, research, deposition, testimony, court appearances, and travel time.	\$500.00/hr.
<i>Perspective Sketches and Renderings, Visual Simulations</i>	On a Per Drawing Basis
<i>Mileage (outside of the Walnut Creek area)</i> **as adjusted by IRS guidelines	\$0.67/mile**
<i>Copies, prints, CADD plots, photography, preparing and compiling .pdf sets, scanning, colored print mounting, long distance phone calls, postage, express mail, and travel outside the Walnut Creek area will be billed on a reimbursable basis: at cost plus 15%.</i>	
<i>Overtime</i> - If overtime is required by staff, to meet a customer’s timing request, additional hourly fee charges may apply. California employment law will apply.	

\* Effective 01/01/2024. Subject to change quarterly.



EXHIBIT B

March 5, 2024

Fabiola Guillen-Urfer  
Sr. Project Manager  
Department of Public Works  
City of San Rafael  
M: (415)720-958

SENT VIA EMAIL: [Fabiola.guillenuufer@cityofsanrafael.org](mailto:Fabiola.guillenuufer@cityofsanrafael.org)  
Cc:

REFERENCE: Additional Professional Services Credit to Add Service Request 07 - ASR 07  
Fire Station 54: 46 Castro Avenue, San Rafael, California 94901  
Fire Station 55: 955 Pt San Pedro, San Rafael, California 94901  
LCA PROJECT #19073

Dear Faby,

We submitted **Add Service Request 07** on February 16, 2024, and I agreed to items that you felt we shouldn't charge the City for in the amount of \$21,200.00. Our Add Service Fee Request 07 amounted to \$114,380.00 and \$3,281.00 for Civil.

This has been a long and difficult adventure with Wickman Development and has cost my company a lot of money in that I had Staff that were unable to work on other jobs that earn additional income for the company. I recognize, however, that it may be difficult to collect these sums from Wickman Development and we are hopeful that we will be paid for our efforts by the City.

In the spirit of cooperation and goodwill for our long-term relationship, I would like to offer an additional \$25,000.00 Professional Services Credit to the City for this job. This Professional Services Credit would make our Add Service 07 Request, \$114,380.00 minus \$25,000.00 additional Professional Services Credit, equaling \$89,380.00 total for LCA's Services plus \$3,281.00 for Civil's Services.

With this Professional Services Credit, Add Service Request 07 equates to a Grand total of \$92,661.00.

I hope you find this helpful in support of the overall resolution of this job with Wickman Development.

Best Regards,

A handwritten signature in blue ink, appearing to read "Carl Campos", with a long horizontal stroke extending to the right.

Carl Campos, CEO  
LCA Architects Inc.  
License No. C10482

**Attachments: Add Service Request 07 dated February 16, 2024**

# Exhibit B

## Fire Stations 54 & 55 - CA Services Beyond Completion Date Greg Barton, Project Architect (\$195.00/hr)

Purpose	Date	Hours
1. Elevator at Station 54	4/23/2024	36
2. Traffic Light Control Switch at 54		
3. Sanitary Sewer Line Issues at 54	9/23-10/23	2
4. 54 Antenna Array Issues/Coord. at 54	6/23/2024	4
5. Kitchen Hood Issues at 54	2/23/2024	4
6. Site Transformer Bollards at 54	2/23/2024	6
7. Stair Headroom at 54		10
8. Tower Louver and Fireproofing Issues at 54		16
9. Elevator Threshold at 54	2/23/2024	8
10. Wall Leak at 55		ASR 6
11. Site Scope Change at 55	2/23/2024	13
12. Site Inspection Issues and Fixes at 55		24
13. Bathroom Tile Slope at 55	4/23-6/23	4
14. Flood Vents at 55	1/23/2024	12
15. Wood Post at Stair at 55		3
16. Driveway Replacement at 54	10/23/2024-12/23/2024	
17. Coffee Machine Plumbing Issue at 55	2/23/2024	8
18. Site Visit for Comtech Coordination Meeting	3/23/2024	
19. Sliding Gate Code Issues at 55		
20. Plymovement Issues at 54	2/23/2024	4
21. Generator Pad Issues	1/23/2024	4
22. Deleted Paving at 55		
23. Non-Permitted Sewer at 55		
24. Rear Lot Paving Issues and Resolution	1/23/2024	2
25. As-Built Review	7/23/2024	18
26. Alerting System		
27. Warranty and O&M Manuals Review	7/23/2024	4
28. Punchlists	1/23/2024 - 9/23/2024	18
29. Extra Pay Apps		
30. Contractural Pay Apps		
31. Schedule Review (Ron)		16
32. RFI's Review and Response: #331-395	12/22-12/23	120
33. COR Review		4
34. Window Relocation at 55		16
35. Bulletin 16 and 17		12

**Total Hours (311) x Hourly Rate (\$195.00) = \$60,645.00**

**Total Hours Not Charged (53) x Hourly Rate (\$195.00) = \$10,335.00**

## Fire Stations 54 & 55 - CA Services Beyond Completion Date Ron Guelden, Project Manager (\$185.00/hr)

Purpose	Date	Hours
1. Elevator at Station 54		48
2. Traffic Light Control Switch at 54		6
3. Sanitary Sewer Line Issues at 54		22
4. 54 Antenna Array Issues/Coord. at 54		6
5. Kitchen Hood Issues at 54		8
6. Site Transformer Bollards at 54		1
7. Stair Headroom at 54		16
8. Tower Louver and Fireproofing Issues at 54		10
9. Elevator Threshold at 54		2
10. Wall Leak at 55		ASR 6
11. Site Scope Change at 55		
12. Site Inspection Issues and Fixes at 55		6
13. Bathroom Tile Slope at 55		18
14. Flood Vents at 55		
15. Wood Post at Stair at 55		3
16. Driveway Replacement at 54		34
17. Coffee Machine Plumbing Issue at 55		4
18. Site Visit for Comtech Coordination Meeting		6
19. Sliding Gate Code Issues at 55		8
20. Plymovement Issues at 54		4
21. Generator Pad Issues		2
22. Deleted Paving at 55		
23. Non-Permitted Sewer at 55		
24. Rear Lot Paving Issues and Resolution		22
25. As-Built Review		
26. Alerting System		
27. Warranty and O&M Manuals Review		
28. Punchlists		12
29. Extra Pay Apps		6
30. Contractural Pay Apps		6
31. Schedule Review (Ron)		8
32. RFI's Review and Response: #331-395		30
33. COR Review		22
34. Window Relocation at 55		8
35. Bulletin 16 and 17		4

**Total Hours (283) x Hourly Rate (\$185.00) = \$52,355.00**

**Total Hours Not Charged (55) x Hourly Rate (\$185.00) = \$10,175.00**

## Fire Stations 54 & 55 - CA Services Beyond Completion Date Carl Campos, Principal/CEO (\$230.00/hr)

Purpose	Date	Hours
1. Elevator at Station 54		2
2. Traffic Light Control Switch at 54		
3. Sanitary Sewer Line Issues at 54		
4. 54 Antenna Array Issues/Coord. at 54		
5. Kitchen Hood Issues at 54		
6. Site Transformer Bollards at 54		
7. Stair Headroom at 54		2
8. Tower Louver and Fireproofing Issues at 54		
9. Elevator Threshold at 54		
10. Wall Leak at 55		ASR 6
11. Site Scope Change at 55		
12. Site Inspection Issues and Fixes at 55		
13. Bathroom Tile Slope at 55		
14. Flood Vents at 55		
15. Wood Post at Stair at 55		1
16. Driveway Replacement at 54		
17. Coffee Machine Plumbing Issue at 55		
18. Site Visit for Comtech Coordination Meeting		
19. Sliding Gate Code Issues at 55		
20. Plymovement Issues at 54		
21. Generator Pad Issues		
22. Deleted Paving at 55		
23. Non-Permitted Sewer at 55		
24. Rear Lot Paving Issues and Resolution		
25. As-Built Review		
26. Alerting System		
27. Warranty and O&M Manuals Review		
28. Punchlists		
29. Extra Pay Apps		
30. Contractural Pay Apps		
31. Schedule Review (Ron)		
32. RFI's Review and Response: #331-395		4
33. COR Review		
34. Window Relocation at 55		
35. Bulletin 16 and 17		

**Total Hours (6) x Hourly Rate (\$230.00) = \$1,380.00**

**Total Hours Not Charged (3) x Hourly Rate (\$230.00) = \$690.00**

**Total (LCA Architects Team) Add Service Fee Request: \$114,380.00**

**Total Civil Engineer Add Service Fee Request, (see Exhibit C): \$3,281.00**

**Total (LCA Architects Team) Add Service Fees Not Charged: \$21,200.00**



# Exhibit C

## CSW|ST2

Adaptive Solutions for Resilient Designs

504 Redwood Boulevard, Suite 310  
Novato, CA 94947  
415.883.9850  
www.cswst2.com

Berkeley | Novato | Petaluma | Pleasanton | Redwood City | Richmond

Date: January 24, 2024

File: 2019-10-016

Carl Campos  
LCA Architects  
590 Ygnacio Valley Road, Suite 310  
Walnut Creek, CA 94596

**RE: SAN RAFAEL RENOVATION FIRE STATION 54  
CONFIRMATION OF ADDITIONAL SERVICES NO. 5**

Dear Carl:

Enclosed is Confirmation of Additional Services No. 5 (CAS 5) to cover the services we are performing in connection with the San Rafael Fire Station 54 and 55 project located in San Rafael, California.

I contacted Fabiola Guillen with the City of San Rafael to request approval for the compensation requested herein. Please find attached, a copy of the email conversation regarding this request, which also contains the City's approval of the additional service amount.

If you find this Confirmation of Additional Services acceptable, please issue a Contract Amendment to our existing agreement to cover these services.

If you have any questions, please call me.

Sincerely,

**CSW/STUBER-STROEH ENGINEERING GROUP, INC.**



KNP:knp

Enclosures

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**CONFIRMATION OF ADDITIONAL SERVICES**

File No.: 2019-10-019 Confirmation No.: 5 Date: January 24, 2024

Project: San Rafael Renovation Fire Station 54

Client: LCA Architects

**DESCRIPTION OF WORK:**

Site observations, design assistance and coordination, in November and December 2023, related to the replacement of the front driveway and asphalt outside of the rear door of Fire Station 54 in San Rafael.

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**ORIGINAL CONTRACT PRICE:** (Contract Dated: \_\_\_\_\_ ) \$ \_\_\_\_\_

**Net Changes by Previously Authorized Additional Services:** \$ \_\_\_\_\_

**Contract Sum Prior to this Confirmation:** \$ \_\_\_\_\_

**Amount Contract will be INCREASED / DECREASED for these services:** \$ 3,281.00

**REVISED CONTRACT PRICE:** (Per Date of this Confirmation) \$ \_\_\_\_\_

**This Completion Time will be Adjusted as follows:**

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THE CONTRACT PRICE OF THE ABOVE-REFERENCED CONTRACT IS HEREBY ADJUSTED AS DESCRIBED IN THIS CONFIRMATION OF ADDITIONAL SERVICES AND AS PROVIDED IN THE "CSW|STUBER-STROEH ENGINEERING GROUP, INC. CONTRACT TERMS AND CONDITIONS." IF WE DO NOT RECEIVE WRITTEN AUTHORIZATION WITHIN THREE BUSINESS DAYS AND PROCEED WITH THE WORK COVERED BY THIS CONFIRMATION, THE CONFIRMATION WILL HAVE THE SAME EFFECT AS IF IT WERE SIGNED. ALL OF THE TERMS, COVENANTS AND CONDITIONS OF THE ABOVE-REFERENCED CONTRACT, AND THE ASSOCIATED "CSW|STUBER-STROEH ENGINEERING GROUP, INC. CONTRACT TERMS AND CONDITIONS," EXCEPT AS DULY MODIFIED BY THIS AND PREVIOUS CONFIRMATIONS, IF ANY, REMAIN IN FULL FORCE AND EFFECT.

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**PLEASE SIGN AND RETURN THIS CONFIRMATION.  
WE WILL RETURN A FULLY EXECUTED COPY TO YOU FOR YOUR RECORDS.**

**APPROVALS**

CLIENT:

CONSULTANT: CSW|STUBER-STROEH  
ENGINEERING GROUP, INC.

BY: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

**City of San Rafael**  
**Proclamation in Recognition of**  
**MENTAL HEALTH AWARENESS MONTH, MAY 2024**

- WHEREAS,** Mental health is an essential component of overall well-being, and recognizing its significance contributes to a healthier, more compassionate society; and
- WHEREAS,** The challenges and adversities faced by individuals struggling with mental health conditions deserve our understanding, support, and empathy; and
- WHEREAS,** Fostering awareness and understanding of mental health not only reduces stigma but also promotes inclusivity, acceptance, and access to appropriate resources and treatment; and
- WHEREAS,** Acknowledging the prevalence of trauma and its profound impact on mental health is crucial in fostering a trauma-informed approach to care and advocacy; and
- WHEREAS,** Our public safety first responders are often the first to engage with those in crisis; and the SAFE (Specialized Assistance for Everyone) program was introduced as one of San Rafael's mental health initiatives. Offering tailored responses to crises ensures that our approach to mental health is both compassionate and effective; and
- WHEREAS,** Our partner agencies, including Marin County Behavioral Health and Recovery Services, along with numerous other County departments, community-based organizations, and healthcare providers, also play a critical role in addressing mental health needs by contributing resources, expertise, and collaborative efforts to better serve our community; and

This collective commitment underscores the importance of collaboration in our ongoing mental health initiatives, reinforcing that each business, school, government agency, healthcare provider, organization, and resident has a responsibility to promote mental health and well-being for all;

Striving to create environments that nurture healing, prioritize mental well-being, and uphold the dignity and rights of all individuals is a priority. Together, we can build a more resilient, supportive, and empathic community for everyone.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of San Rafael do hereby proclaim May 2024 as Mental Health Month. As the formal leaders within the City, I also call upon our residents, government agencies, public and private institutions, businesses, and schools in San Rafael to commit our community to increasing awareness and understanding of mental health, the steps our community members can take to protect their mental health, and the need for appropriate and accessible services for all people with mental illnesses.



  
**Kate Colin**  
**Mayor**



**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

Department: Community and Economic Development

Prepared by: Micah Hinkle, Director  
Alexis Captanian, Housing Manager  
Mel Burnette, Housing and  
Homelessness Analyst

City Manager Approval: \_\_\_\_\_

A handwritten signature in blue ink, appearing to be 'CJ', written over a horizontal line.

**TOPIC** COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

**SUBJECT** RESOLUTION RECOMMENDING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT FUNDING FOR THE FISCAL YEAR 2024-25 TO THE MARIN COUNTY BOARD OF SUPERVISORS

**RECOMMENDATION**

Adopt a resolution recommending CDBG project funding for Fiscal Year 2024-25 to the Marin County Board of Supervisors.

**BACKGROUND**

The Community Development Block Grant (CDBG) is a federally funded program of the U.S. Department of Housing and Urban Development (HUD) that provides funding for local community-based projects, including affordable housing, community infrastructure and capital projects, and public support services. Examples of CDBG-funded projects in San Rafael include the replacement of the Pickleweed Park play structure, access to preschool programs for low-income families, and the recently completed Vivalon Healthy Aging Center at 999 Third Street, which provides 66 low- and very low-rent apartments to income-qualifying individuals and couples age 62 or older.

In 2023, the City entered into a [cooperation agreement \(Amendment 1, Amendment 2\)](#) with the County of Marin to manage the CDBG funding allocations. Under this agreement, Marin County is divided into three local planning areas (Countywide, City of San Rafael, and City of Novato). Funding recommendations for the three areas are overseen by a Countywide Priority Setting Committee (PSC) made up of City and Town Council members, a County Supervisor, and community residents representing members of the protected classes (race, religion, color, national origin, sex - including gender identity and sexual orientation, disability, and familial status) under fair housing laws.

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**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

## **SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2**

Under the cooperative agreement, the City is responsible for allocating CDBG funding for projects serving the San Rafael planning area. The City Council provides its recommendations to the PSC, which in turn provides the San Rafael recommendation along with recommendations for the two other planning areas to the Marin County Board of Supervisors (BOS).

In June, the BOS will hold a public hearing and act on the funding recommendations from the City of San Rafael and the PSC. Following BOS action, the recommendations will be submitted to HUD.

### **Timeline for 2024 Funding Cycle**

Priority Setting Committee – Application Review Workshop	April 4, 2024
San Rafael City Council Meeting	May 6, 2024
Priority Setting Committee – Funding Allocation Hearing	May 16, 2024
Marin County Board of Supervisors Public Hearing	June 4, 2024

Applications for 2024-25 funding opened on Monday, January 22, 2024, and were accepted until Friday, February 16, 2024, at 5:00 P.M. Application information sessions were held via Zoom on Wednesday, January 24, 2024, for potential applicants to learn more about the application process and types of eligible projects. Additionally, County staff held office hours on Thursday, February 1<sup>st</sup>, 8<sup>th</sup>, and 15<sup>th</sup>, 2024 via Zoom and were available throughout the application process to consult with organizations one-on-one.

Community outreach to inform the public of the funding opportunity included two public notices sent to over 4,200 nonprofit and community member subscribers on December 22, 2023, and January 22, 2024. A public notice ran in the Marin IJ on December 22, 2023, informing the public of the upcoming funding application. Further, on January 19<sup>th</sup>, the County issued a press release to over 80 media outlets.

### **ANALYSIS**

The CDBG program has a minimum grant size of \$15,000 per project per year, and Countywide projects may receive funding from each planning area to bring their grant amount up to \$15,000. Federal regulation requires that the majority of funds be spent on housing and community infrastructure/capital projects.

### **Evaluation Guidelines**

All applications were evaluated based on the following criteria.

HUD National Objective Thresholds:

- Benefit low- and moderate-income persons.
- Prevent or eliminate blight or meet other community development needs for low- and moderate-income persons.

PSC Enhanced Thresholds:

- Affirmatively further fair housing and have the commitment and capacity to engage in affirmative marketing.<sup>1</sup>
- Serve members of the protected classes as defined by HUD.
- Serve low-income persons.

Project Evaluation Criteria:

- Readiness – Can awarded funds be completely expended during the grant year?
- Sustainability – Does the organization have the capacity to sustain a project or program beyond this federal funding period?
- Effectiveness and Accountability – Does the organization have the capacity and track record to effectively execute the project and administer federal funds?
- Impact – Prioritize projects with the greatest impact.

In addition to the criteria set forth by HUD, the PSC established two additional priorities for funding CDBG projects:

- Family Housing<sup>2</sup>
- Land trust model in eastern Marin that provides home ownership opportunities (in this context, Eastern Marin is defined as all areas in Marin except West Marin.)

The PSC established the following priorities for public services projects:

- **Basic Health Services** that prevent or treat medical conditions for individuals who are un-insured, under-insured, or low-income and cannot afford their deductible. Programs and services include but are not limited to preventative health such as immunizations, well-child from birth, periodic health evaluations for adults, voluntary family planning services, children's eye and ear examinations to determine the need for vision and hearing correction, and hygiene services. Services may also include medically necessary emergency health care, inpatient and outpatient treatment, diagnostic laboratory, and diagnostic and therapeutic radiologic services, and provision of prescription drugs.
- **Children, Youth, and Parent Support Services** that target low-income families and address disparities in access to early childhood education, high costs of childcare countywide, and family self-sufficiency. Programs and services include but are not limited to supporting childcare scholarships, student extracurricular activities, parent engagement and training, case management, therapeutic services, transportation, home visitations, and family legal support.
- **Food Security Services** that provide physical and/or economic access to food to meet dietary needs for a productive and healthy life. Programs and services include but are not limited to free meal sites, food banks, grocery subsidies, home-delivered meals, and other programs that provide food to people in need.

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<sup>1</sup> Affirmative Marketing is targeted outreach about program opportunities to groups of people otherwise least likely to apply for or receive those opportunities. Given Marin's history of segregation, the protected class populations typically included in Affirmative Marketing are Black/African American, Asian/Pacific Islander, and Latinx. Programs that do not conduct broad Affirmative Marketing are less competitive in the allocation process.

<sup>2</sup> Family Housing is identified as a need in both the County's [Consolidated Plan](#) and [Analysis of Impediments](#). In addition, HUD requires that Marin's CDBG grants contribute to the creation of new family housing units.

- **Housing Support Services** that assist individuals in accessing stable housing, prevent discrimination in housing choice, and aid renters in maintaining stable housing. Programs and services include but are not limited to fair housing counseling, legal support, housing locators, and down payment and rental assistance.

### **CDBG Funding – City of San Rafael Planning Area**

The charts beginning on the following page provide funding recommendations based on the evaluation criteria above. The San Rafael planning area allocations are in bold. Following each chart is a brief description of the project(s) recommended for funding.

Due to delayed budget approvals at the federal level, the County has not yet received final notice of the 2024-25 CDBG program allocation amount. The following recommendations are based on presumed level funding from the prior year of \$1,589,600. The recommendations are subject to adjustments necessary to accommodate any changes in the final allocation given to the County of Marin by the federal government. The CDBG funding available for the San Rafael Planning Area, as determined by the HUD formula included in the cooperative agreement, is \$475,000. Per HUD regulation, a maximum of \$60,000 can be used for public services, a minimum of \$204,000 must be spent on housing, and the remaining \$211,000 can be spent on either housing or community infrastructure/capital projects.

A list of the applications received for the San Rafael Planning Area and for Countywide projects serving the San Rafael Planning Area is provided as Attachment 2. The recommendations for allocating the San Rafael Planning Area CDBG funds and total expected allocations, including funding from the other planning areas, are also included. Applications received by the County for all planning areas for funding in the current round can be accessed online via the following links: [Housing Projects](#), [Community Infrastructure/Capital Projects](#), [Public Services Projects](#), [Addendum 1 – Missing and Supplemental Application Materials](#).

### **Housing Projects**

Six housing projects applied for funding from the San Rafael Planning Area. The projects have a combined funding request of \$2,109,552.

- Four projects are countywide and will result in units or services available to current San Rafael residents.
- Two projects are based in San Rafael, with a total funding request of \$532,195.

In accordance with CDBG guidelines, a minimum of \$204,000 must be spent on housing projects. The funding recommendation totaling \$290,000 is as follows:

**Table 1: Housing Project Funding Applications**

<b>Project</b>	<b>Prior Year Funding</b>	<b>FY 2024-2025 Request</b>	<b>Other Agency Funding Recommendation</b>	<b>Priority Setting Committee Recommendation for San Rafael</b>	<b>Expected Total CDBG Allocation</b>
* Art Works Downtown <i>Electrical Upgrade Project</i>	-	\$332,195	-	<b>\$200,000</b>	\$200,000
* Canal Alliance - 153 <i>Novato St Rehabilitation</i>	\$200,000	\$200,000	-	-	-
Eden Housing, Inc. (CHDO) - <i>Point Reyes Coast Guard</i>	\$148,291	\$650,000	-	-	-
Habitat for Humanity Greater San Francisco <i>Habitat Redwood Blvd</i>	-	\$650,000	\$222,000	<b>\$75,000</b>	\$297,000
Marin Center for Independent Living <i>Residential Access Modification Program</i>	-	\$45,000	\$30,000	<b>\$15,000</b>	\$45,000
Pep Housing / Demson Development <i>Marin Vista Residences</i>	-	\$650,000	-	-	-
* <i>San Rafael-only request</i>				<b>\$290,000</b>	

*Electrical Upgrade Project (Art Works Downtown)* completes the electrical system renovation at this historic property on Fourth Street, offering 17 affordable rental units in downtown San Rafael. Funding sources for this work are limited, and Art Works Downtown has fundraised and invested the organization’s own funds into ensuring the building’s integrity. Art Works Downtown has bypassed hiring staff to weatherproof the building envelope to prepare for the next phase of replacing the extremely outdated knob-and-tube wiring.

*Redwood Blvd. (Habitat for Humanity Greater San Francisco)* is a homeownership development of 80 affordable single-unit homes on land donated by PG&E in northern Marin. The housing units will be available to the regional population throughout Marin County, including San Rafael. This is the largest affordable homeownership project in Marin, and infrastructure costs are high. The organization is seeking funding to support infrastructure development costs. The project is fully entitled.

*Residential Access Modification Program (Marin Center for Independent Living)* offers home access modifications, including ramps, grab bars, and stair lifts, to increase housing accessibility for people with disabilities, allowing them to remain in their homes. This is the only program of its type and is available to renters as well as homeowners.

**Capital Projects**

Four community infrastructure and capital projects applied for funding from the San Rafael Planning Area. The projects have a combined funding request of \$670,000.

- Three projects are countywide and will result in services available to current San Rafael residents.



- One project is based in San Rafael, with a total funding request of \$350,000.

In accordance with CDBG guidelines, up to \$211,000 may be spent on capital or housing projects. The funding recommendation totaling \$125,000 is as follows:

**Table 2: Capital Project Funding Applications**

<b>Project</b>	<b>Prior Year Funding</b>	<b>FY 2024-2025 Request</b>	<b>Other Agency Funding Recommendation</b>	<b>Priority Setting Committee Recommendation for San Rafael</b>	<b>Expected Total CDBG Allocation</b>
* Canal Alliance <i>Proposed pedestrian hybrid beacon across Grand Ave between Francisco Blvd and 2nd St in San Rafael</i>	\$200,000 <i>(Housing)</i>	\$350,000	-	<b>\$125,000</b>	\$125,000
Benevolence: A communication Wellness Café <i>The BlackStage Xperience</i>	-	\$30,000	-	-	-
Hamilton Community Church of the Nazarene <i>Project Bethany</i>	-	\$50,000	-	-	-
WeeCare, Inc. (DBA Upwards) <i>Boost (Business Operation &amp; Optimization Support Tools)</i>	-	\$240,000	-	-	-
* <i>San Rafael-only request</i>				<b>\$125,000</b>	

Proposed pedestrian hybrid beacon and walkway (Canal Alliance) supports the construction of a pedestrian crosswalk at Canal Alliance’s new facility located between Francisco Boulevard and Second Street in San Rafael. The project will enhance pedestrian safety in accessing services on this very busy road, which does not currently have any traffic controls near this location. The funding is intended to be paired with other available sources.

**Public Services**

The County expects an allocation of approximately \$60,000 for public services in 2024-25 for the San Rafael Planning Area. This allocation is based on 15% of the total entitlement available through CDBG for public services. The overall allocation to each planning area is a percentage of the total, less the allowed administration costs and required fair housing service funds. No more than the amount indicated in this staff report may be spent on public services, which is capped countywide at 15% of funds. The City Council has the option to reduce its public services percentage on an annual basis. However, it cannot increase it.

**SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 7**

11 projects applied for public services funding from the San Rafael Planning Area. The projects have a combined funding request of \$540,000.

- Ten projects are countywide and will result in services available to current San Rafael residents.
- One project is based in San Rafael, with a total funding request of \$25,000.

All projects that received funding in the previous year are being recommended at the same funding level.

The funding recommendation totaling \$60,000 is as follows:

**Table 3: Public Service Funding Applications**

<b>Program</b>	<b>Prior Year Funding</b>	<b>FY 2024-25 Request</b>	<b>Other Agency Funding Recommendation</b>	<b>Priority Setting Committee Recommendation for San Rafael</b>	<b>Expected Total CDBG Allocation</b>
* City of San Rafael/ <i>Pickleweed Preschool</i>	\$23,000	\$25,000	-	<b>\$23,000</b>	\$23,000
Benevolence: A Communication Wellness Café <i>The BlackStage Xperience</i>	-	\$30,000	-	-	-
** Fair Housing Advocates of Northern California <i>Fair Housing Counseling and Education</i>	\$65,000	\$85,000	-	-	<b>\$65,000</b>
Front Porch Communities Foundation <i>Home Match Marin</i>	\$15,000	\$20,000	\$8,000	<b>\$7,000</b>	\$15,000
Make it Home <i>Pilot Furniture Pick-Up and Delivery Program</i>	-	\$65,000	-	-	-
Marin YMCA <i>Expanding Affordable Childcare through YMCA Elementary Aged Programs</i>	-	\$30,000	\$10,000	<b>\$13,000</b>	\$23,000
Mental Health Advocates of Marin/ Fiscally sponsored by Marin Link <i>Enterprise Resource Center</i>	-	\$60,000	-	-	-

<b>Program</b>	<b>Prior Year Funding</b>	<b>FY 2024-25 Request</b>	<b>Other Agency Funding Recommendation</b>	<b>Priority Setting Committee Recommendation for San Rafael</b>	<b>Expected Total CDBG Allocation</b>
Pearl Transit Corp <i>Oral health outreach for low-income Marin County residents</i>	-	\$60,000	-	-	-
Planned Parenthood of Northern California <i>Increasing Access to Sexual Reproductive Health Care in Marin County</i>	-	\$65,000	\$8,000	<b>\$10,000</b>	\$18,000
Vivalon <i>Nourish by Vivalon</i>	-	\$55,000	\$8,000	<b>\$7,000</b>	\$15,000
Young Performers International <i>YPI Young Musicians Scholarship Program</i>	-	\$45,000	-	-	-
<i>*San Rafael-only request **Required Fair Housing Services</i>				<b>\$60,000</b>	

Pickleweed Preschool (City of San Rafael, Pickleweed Preschool) provides preschool programming for 68 children in the Canal neighborhood. The program supports low-income families and focuses on cultural and inclusive practices, reducing disparities in access to early childhood education and preparing children and parents to enter the elementary school system.

Home Match Marin (Front Porch Communities Foundation) provides a unique roommate matching service mainly used by over housed older adults and low-income renters. The program helps low-income adults such as students, low wage workers and older adults living on low, fixed incomes acquire affordable, stable housing and mitigate loneliness and social isolation.

Expanding Affordable Childcare through YMCA Elementary Aged Programs (Marin YMCA) provides scholarship funds for 50 new subsidized spots for elementary students to enroll in YMCA school year and summer childcare camp programs. There are currently 75 existing elementary age students on the waitlist for these programs, primarily in Novato and San Rafael, and public funding for affordable childcare is scarce in Marin County.

Increasing Access to Sexual Reproductive Health Care in Marin County (Planned Parenthood Northern California) supports the purchase of new ADA compliant exam tables and accompanying vital monitoring devices for the San Rafael Health Center. This equipment will create a more accessible, inclusive environment and increase efficiency for an organization that helps close gaps in access to sexual and reproductive healthcare for individuals who use public health insurance options or are uninsured.

Nourish by Vivalon (Vivalon) provides home delivered meals to chronically ill adults who are homebound and low- or extremely low-income. Program costs have increased due to the reduced availability of complimentary meals; this funding would be used exclusively to purchase meals.

**FISCAL IMPACT:**

There is no direct cost or revenue impact from the recommended action.

The City is directing HUD funds to specific projects. Allocating federal funds to potential City projects may allow City general and capital funds to be allocated to other priorities.

Funds for the County of Marin's 2024-25 CDBG program funding cycle come from the Fiscal Year 2024 federal budget, which runs from October 1, 2023, to September 30, 2024. The funding is allocated formulaically to entitled cities and counties. Three factors are included in the San Rafael Planning Area allocation formula: population, overcrowding, and poverty. If the 2024-25 allocation differs, the recommendations will be adjusted proportionately as necessary, subject to program guidelines.

**OPTIONS:**

1. Approve the CDBG funding allocations as recommended.
2. Approve alternative allocations of CDBG funding. (Funds may be shifted within categories, but the Public Services category cannot exceed \$60,000.)
3. Provide other direction to staff.

**RECOMMENDED ACTION:**

Adopt a resolution recommending CDBG funding for Fiscal Year 2024-25 to the Marin County Board of Supervisors.

**ATTACHMENTS**

Attachment 1 Resolution

Attachment 2 Exhibit A to Resolution: 2024-25 CDBG Project Allocations

Attachment 3 2024-25 PSC Roster

**RESOLUTION NO.**

**RESOLUTION OF THE SAN RAFAEL CITY COUNCIL RECOMMENDING  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROJECT FUNDING FOR  
THE FISCAL YEAR 2024-25 TO THE MARIN COUNTY BOARD OF SUPERVISORS**

**BE IT RESOLVED** by the Council of the City of San Rafael as follows:

**WHEREAS** in June 1999, the City Council revised the Cooperation Agreement with the County of Marin for Community Development Block Grant (CDBG) funds whereby the City remained in the County system; and

**WHEREAS** in December 1999, the City devised a project selection process for CDBG projects where all applications for CDBG funds are filed with the Marin County Community Development Agency, Federal Grants Division, including projects requesting San Rafael Planning Area funds; Applications are reviewed by County and City staff with recommendations from the Local Area Committee and San Rafael City Council, and final action by the County Board of Supervisors; and

**WHEREAS** on May 6, 2024, in accordance with the adopted project selection process the City Council reviewed the submitted applications;

**NOW, THEREFORE IT IS HEREBY RESOLVED** that the City Council recommends to the Marin County Board of Supervisors that the \$475,000 in CDBG funds available for allocation by the City of San Rafael be distributed to the projects and in the amounts shown on the included Attachment 2, subject to adjustments necessary to accommodate any changes in the final allocation given to the County of Marin by the federal Department of Housing and Urban Development (HUD).

**I, LINDSAY LARA**, City Clerk of the City of San Rafael, hereby certify that the foregoing resolution was duly and regularly introduced and adopted at a regular meeting of the Council of said City held on the 6<sup>th</sup> day of May 2024, by the following vote:

**AYES:**           **Councilmembers:**  
**NOES:**          **Councilmembers:**  
**ABSENT:**       **Councilmembers:**

**Lindsay Lara, City Clerk**

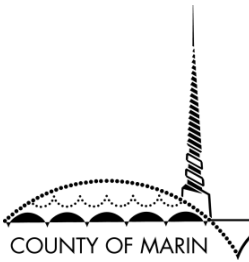
Attachment 2: Exhibit A - 2024-25 CDBG Project Allocations

Type	Project Sponsor	Project Name	Total Request	San Rafael Recommendation	Total CDBG Allocation
Housing	* Art Works Downtown	Electrical Upgrade Project	\$ 332,195	\$ 200,000	\$ 200,000
	* Canal Alliance	153 Novato Street Rehabilitation	\$ 200,000	\$ -	\$ -
	Eden Housing, Inc.	Point Reyes Coast Guard	\$ 650,000	\$ -	\$ -
	Habitat for Humanity Greater San Francisco	Residential Rehab Loan Program	\$ 650,000	\$ 75,000	\$ 297,000
	Marin Center for Independent Living	Residential Access Modification Program (RAMP)	\$ 45,000	\$ 15,000	\$ 45,000
	Pep Housing/ Demson Development	Marin Vista Residences	\$ 650,000	\$ -	\$ -
<b>Housing subtotal</b>			<b>\$ 2,527,195</b>	<b>\$ 290,000</b>	
Capital	* Canal Alliance	Proposed pedestrian hybrid beacon and walkway	\$ 350,000	\$ 125,000	\$ 125,000
	Benevolence: A communication Wellness Café	The BlackStage Xperience	\$ 30,000	\$ -	\$ -
	Hamilton Community Church of the Nazarene	Project Bethany	\$ 50,000	\$ -	\$ -
	WeeCare, Inc. (DBA Upwards)	Boost (Business Operation & Optimization Support Tools)	\$ 240,000	\$ -	\$ -
<b>Capital subtotal</b>			<b>\$ 670,000</b>	<b>\$ 125,000</b>	

Type	Project Sponsor	Project Name	Total Request	San Rafael Recommendation	Total CDBG Allocation
Public Services	* City of San Rafael/Pickleweed Preschool	Pickleweed Preschool	\$ 25,000	\$ 23,000	\$ 23,000
	Benevolence: A Communication Wellness Café	The BlackStage Xperience	\$ 30,000	\$ -	\$ -
	**Fair Housing Advocates of Northern California	Fair Housing Counselling and Education	\$ 85,000	**	\$ 65,000
	Front Porch Communities Foundation	Home Match Marin	\$ 20,000	\$ 7,000	\$ 15,000
	Make It Home	Pilot Furniture Pick-Up and Delivery Program	\$ 65,000	\$ -	\$ -
	Marin YMCA	Expanding Affordable Childcare through YMCA Elementary Aged Programs	\$ 30,000	\$ 13,000	\$ 23,000
	Mental Health Advocates of Marin/Fiscally sponsored by Marin Link	Enterprise Resource Center	\$ 60,000	\$ -	\$ -
	Pearl Transit Corp	Oral health outreach for low income Marin County residents	\$ 60,000	\$ -	\$ -
	Planned Parenthood of Northern California	Increasing Access to Sexual Reproductive Health Care In Marin County	\$ 65,000	\$ 10,000	\$ 18,000
	Vivalon	Nourish by Vivalon	\$ 55,000	\$ 7,000	\$ 15,000
	Young Performers International	YPI Young Musicians Scholarship Program	\$ 45,000	\$ -	\$ -
<b>Public Services subtotal</b>			<b>\$ 560,000</b>	<b>\$ 60,000</b>	
<b>Total San Rafael funding recommendation:</b>				<b>\$ 475,000</b>	

\*San Rafael only project

\*\*Required Fair Housing Services allocated off the top



COMMUNITY DEVELOPMENT AGENCY  
**HOUSING AND FEDERAL GRANTS DIVISION**

Sarah Bernstein Jones  
 DIRECTOR

Leelee Thomas  
 DEPUTY DIRECTOR

Marin County Civic Center  
 3501 Civic Center Drive  
 Suite 308  
 San Rafael, CA 94903  
 415 473 6269 T  
 415 473 7880 F  
 415 473 2255 TTY  
[www.marincounty.org/plan](http://www.marincounty.org/plan)

## Countywide Priority Setting Committee Roster

The committee is comprised of representatives from the Board of Supervisors, City/Town Councils, and community members from the protected classes.

<b>Name</b>	<b>Affiliation</b>
Cathy Cortez	At-Large Community Representative
Vacant	Lower Ross Community Representative
Jaime Yan Faurot	Novato Community Representative
Darlene Goins	San Rafael Community Representative
Ida Green	Southern Marin Community Representative
PJ Feffer	Upper Ross Community Representative
Jennifer Kerrigan	West Marin Community Representative
Peter Mark	City of Belvedere Councilmember
Vacant	City of Larkspur Councilmember
Stephen Burke	City of Mill Valley Councilmember
Mark Milberg	City of Novato Councilmember
Rachel Kertz	City of San Rafael Councilmember
Melissa Blaustein	City of Sausalito Councilmember
Eric Lucan	County of Marin Board of Supervisors
Rosa Thomas	Town of Corte Madera Councilmember
Barbara Coler	Town of Fairfax Councilmember
Vacant	Town of San Anselmo Councilmember
Holli Their	Town of Tiburon Councilmember





**TREASURER'S CERTIFICATION**

I CERTIFY THAT ALL INVESTMENTS MADE ARE IN CONFORMANCE WITH SUCCESSOR AGENCY'S APPROVED INVESTMENT POLICY AND STATE INVESTMENT REGULATIONS. THE SUCCESSOR AGENCY HAS SUFFICIENT LIQUIDITY TO MEET ALL OF THE OBLIGATIONS REQUIRED DURING THE NEXT SIX-MONTH PERIOD, SUBJECT TO OVERSIGHT BOARD APPROVAL OF OBLIGATIONS AND THE SUBSEQUENT TIMELY COUNTY DISBURSEMENT OF FUNDS.



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Paul Navazio  
Finance Director

# SUCCESSOR AGENCY TO SAN RAFAEL REDEVELOPMENT AGENCY

CASH and INVESTMENTS

QUARTER ENDED 3/31/2024

ISSUER	PURCHASE TYPE	PURCHASE DATE	MATURITY DATE	YIELD	PURCHASE PRICE	PAR VALUE	MARKET VALUE	Days to Maturity	% OF TOTAL	AS OF
<u>CASH ACCOUNTS:</u>										
WESTAMERICA	DD	N/A	N/A		\$ 148,342.31	\$ 148,342.31	\$ 148,342.31	1	100.00%	1/31/2024
WESTAMERICA	DD	N/A	N/A		\$ 148,342.31	\$ 148,342.31	\$ 148,342.31	1	100.00%	2/29/2024
WESTAMERICA	DD	N/A	N/A		\$ 148,342.31	\$ 148,342.31	\$ 148,342.31	1	100.00%	3/31/2024
<b>TOTAL INVESTMENTS</b>					\$ -	\$ -	\$ -			
<b>TOTAL CASH &amp; INVESTMENTS - QUARTER-END BALANCE</b>					\$ 148,342.31	\$ 148,342.31	\$ 148,342.31		100.00%	

% Portfolio held 1 year or less

100%
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**TYPE:**  
DD - Demand Deposit