



AGENDA

SAN RAFAEL CITY COUNCIL - MONDAY, NOVEMBER 21, 2022

REGULAR MEETING AT 7:00 P.M.

In-Person:

San Rafael City Council Chambers
1400 Fifth Avenue, San Rafael, CA 94901

Participate Virtually:

Watch on Zoom Webinar: <https://tinyurl.com/CC-2022-11-21>

Watch on YouTube: www.youtube.com/cityofsanrafael

Listen by phone: (669) 900-9128

ID: 899-2635-9885#

One Tap Mobile: US: US: +16699009128,,89926359885#

CORONAVIRUS (COVID-19) ADVISORY NOTICE

In response to Assembly Bill 361, the City of San Rafael is offering teleconference without complying with the procedural requirements of Government Code section 54953(b)(3). This meeting will be held in-person, virtually using Zoom and is being streamed to YouTube at www.youtube.com/cityofsanrafael.

How to participate in the meeting in-person:

- Stay home if you are experiencing COVID-19 symptoms.
- Face coverings are recommended for attendees.
- Use the sign-in sheet (optional) which allows notification of potentially exposed individuals if contact tracing reveals COVID-19 transmission may have occurred in a given meeting.
- Attendance will be limited to 50 percent of room capacity (no more than 90 persons) and all in-person attendees should socially distance as recommended by public health authorities. If the Chambers are 50% occupied, please participate online instead or utilize the audio feed in the lobby.
- All attendees are encouraged to be fully vaccinated.

How to participate in the meeting virtually:

- Submit public comment in writing before 4:00 p.m. the day of the meeting to city.clerk@cityofsanrafael.org.
- Join the Zoom webinar and use the 'raise hand' feature to provide verbal public comment.
- Dial-in to Zoom's telephone number using the meeting ID and press *9 to raise your hand, and *6 to unmute yourself, then provide verbal public comment.

Any member of the public who needs accommodations should contact the City Clerk (email city.clerk@cityofsanrafael.org or phone at 415-485-3066) who will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.

OPEN SESSION – THIRD FLOOR CONFERENCE ROOM – 6:15 PM

Dial-in: (669) 444-9171, Meeting ID# 832-5158-3140#

One Tap Mobile +16694449171,,83251583140# US or +12532050468,,83251583140# US

1. Mayor Kate to announce Closed Session items.

CLOSED SESSION – THIRD FLOOR CONFERENCE ROOM – 6:15 PM

2. Closed Session:

- a. **CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**
(Paragraph (1) of subdivision (d) of Government Code Section 54956.9)
1 case: Crimmins v. CSR

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.

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 City Council Regular and Special Meetings of November 7, 2022 and the City Council Special Meeting of November 2, 2022 (CC)
Recommended Action - Approve minutes as submitted
- b. **Use of Teleconferencing for Public Meetings During State of Emergency**
Resolution Pursuant to Assembly Bill 361 Making Findings and Confirming the Need for the Use or Continued Use of Teleconferencing to Hold Public Meetings of the City's Legislative Bodies During the Continuing State of Emergency Relating to the Covid-19 Pandemic (CA)
Recommended Action - Adopt Resolution
- c. **Downtown Business Improvement District (BID) Business Assessment Annual Renewal**
Resolution Declaring the City Council's Intention to Levy an Annual Assessment for Calendar Year 2023 for the Downtown San Rafael Business Improvement District (ED)
Recommended Action - Adopt Resolution
- d. **Accepting Grant Funds to Support Resilience Planning**
Resolution Accepting the Grant of Funds from the State Coastal Conservancy and Marin Community Foundation for the Canal Community Resilience Planning Project and Appropriating Funds in the Amount of \$762,000 for Project #31100 (CM)
Recommended Action - Adopt Resolution

PUBLIC HEARING

5. Public Hearing:

a. **Triennial Building Code Ordinance Amendments**

Final Adoption of Ordinance 2021: An Ordinance Amending Title 12 (Building Regulations) of the Municipal Code of the City of San Rafael, to Adopt by Reference the 2022 Edition of the California Building Code, the California Residential Code, the California Mechanical Code, the California Plumbing Code, the California Electrical Code, the California Existing Building Code, the California Green Building Construction Standards Code, the California Historical Building Code, the California Energy Code, and the California Referenced Standards Code, with Appendices and Amendments Herein; to Adopt by Reference the 2021 Edition of the International Property Maintenance Code and the International Swimming Pool and Spa Code, with Amendments Herein; Adopting Administrative and Program Provisions for the Codes; Adopting New Chapter 12.350 with Administrative and Program Regulations on Gate Safeguards; and Adopting Findings of Fact Supporting the Amendments to the Codes (CD)

Recommended Action - Final adoption of Ordinance No. 2021

b. **Ordinance Amending Green Building Codes**

Introduction of an Ordinance Amending Title 12 (Building Regulations) of the Municipal Code of the City of San Rafael, by Amending the 2022 California Green Building Standards Code for Electric Vehicle Chargers; Amending the 2022 California Mechanical Code and the 2022 California Plumbing Code to Limit Fuel Gas in Existing Single Family Homes and Duplexes, and Prohibit Fuel Gas in New Construction with Limited Exceptions; and Adopting Findings of Fact Supporting the Amendments to the Codes (CD)

Recommended Action - Waive further reading of the ordinance and refer to it by title only, and introduce the Ordinance

c. **Master Fee Schedule**

Resolutions Amending the City of San Rafael Master Fee Schedule to Adopt a Comprehensive Master Fee Update and Establishing an Annual CPI Increase with Max Annual Increase of 3%; Updating to the Affordable Housing In-Lieu Fee; and the Repeal of Resolutions Where Fees and Fee Methodology are Otherwise Referenced (Fin)

Recommended Action - Continued to a future City Council meeting

OTHER AGENDA ITEMS

6. Other Agenda Items:

a. **Year-End Financial Statements and Related Audit Reports**

Fiscal Year 2021-2022 Annual Financial Report; GANN Appropriations Limit; Memorandum on Internal Control; Report of Required Communications; and the Child Development Program Financial Report (Fin)

Recommended Action - Accept report

SAN RAFAEL SUCCESSOR AGENCY:

1. Consent Calendar: - None.

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 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/>.



AGENDA

SAN RAFAEL CITY COUNCIL - MONDAY, NOVEMBER 7, 2022

REGULAR MEETING AT 7:00 P.M.

In-Person:

San Rafael City Council Chambers
1400 Fifth Avenue, San Rafael, CA 94901

Participate Virtually:

Watch on Zoom Webinar: <https://tinyurl.com/CC-2022-11-07>

Watch on YouTube: www.youtube.com/cityofsanrafael

Listen by phone: (669) 900-9128

ID: 817-3692-0337#

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

Absent: None

Also Present: City Manager Jim Schutz
City Attorney Robert Epstein
City Clerk Lindsay Lara

Mayor Kate called the meeting to order at 7:06 p.m. and invited City Clerk Lindsay Lara to call the roll. All members of the City Council were present.

Mayor Kate provided opening remarks, which included the hybrid City Council meeting, gratitude to City Staff, San Rafael being one of three cities in the U.S. awarded Best Place to Work in Local Government in 2022 (by Engaging Local Government Leaders), and a land acknowledgement.

City Clerk Lindsay Lara informed the community that the in-person meeting would also be recorded and streamed live to YouTube and through Zoom, and members of the public would provide public comment either on the telephone or through Zoom. She explained the process for community participation on the telephone, through Zoom and in-person.

OPEN SESSION

1. None.

CLOSED SESSION

2. None.

OPEN TIME FOR PUBLIC EXPRESSION

- Name Withheld, addressed the City Council regarding texting the moderator of the City Council meeting.
- Dave Rhoads, addressed the City Council expressing gratitude for the City holding hybrid meetings.
- David Moller, addressed the City Council regarding the Green Building Reach Codes item heard in the Study Session prior to tonight's regular meeting.

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 Jim Schutz announced:

- Appointments made at the November 2, 2022, Boards & Commissions Interviews
- Marin County Overdose Prevention Summit to be held on Tuesday, November 15 at Embassy Suites at 4 p.m.
- November 5, 2022, Dia de los Muertos Recap

Councilmember Reports:

- Councilmember Kertz reported on the Arbor Park art installation, her and Councilmember Hill's Community Conversations, Leadership for Equity and Opportunity (LEO), a Glenwood Elementary visit, a San Rafael Chamber of Commerce coffee chat, and Dia de los Muertos.
- Councilmember Hill reported on the Arbor Day Tree Planting ceremony, a City County Schools Liaison meeting, a Glenwood Elementary visit, recent Boards and Commissions Interviews and a County Priority-Setting Committee meeting.
- Councilmember Bushey reported on two San Rafael Sanitation District meetings, a Marin County Council of Mayors and Councilmembers (MCCMC) meeting and the recent Boards and Commissions Interviews.

- Councilmember Llorens Gulati reported on a Tiscornia Marsh Project community meeting, Arbor Day Tree Planting ceremony, City's Quarterly Climate Action Forum, a MCCMC Climate Action Committee meeting, two Policing in Our Community meetings and Dia de los Muertos. She announced her Community Conversation to be held on Monday, November 14 at Pickleweed Park at 6 p.m.
- Mayor Kate reported on her Community Conversation and one she covered for Councilmember Bushey, a ribbon cutting for ESPIN Electric Bikes, a Marin Latino Leaders luncheon, as well as, Marin Transit and SMART meetings.

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

CONSENT CALENDAR:

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

Councilmember Bushey moved and Councilmember Kertz seconded to approve the Consent Calendar, and the City Clerk read the title of the ordinance presented in item 4.c.

4. Consent Calendar Items:

a. **Approval of Minutes**

Approve Minutes of the City Council Regular Meeting of October 17, 2022 (CC)

Approved minutes as submitted

b. **Use of Teleconferencing for Public Meetings During State of Emergency**

Resolution Pursuant to Assembly Bill 361 Making Findings and Confirming the Need for the Use or Continued Use of Teleconferencing to Hold Public Meetings of the City's Legislative Bodies During the Continuing State of Emergency Relating to the Covid-19 Pandemic (CA)

Resolution 15152 - Resolution Pursuant to Assembly Bill 361 Making Findings and Confirming the Need for the Use or Continued Use of Teleconferencing to Hold Public Meetings of the City's Legislative Bodies During the Continuing State of Emergency Relating to the Covid-19 Pandemic

c. **Tri-Annual Building Code Ordinance Amendments**

Introduction of an Ordinance Amending Title 12 (Building Regulations) of the Municipal Code of the City of San Rafael, to Adopt by Reference the 2022 Edition of the California Building Code, the California Residential Code, the California Mechanical Code, the California Plumbing Code, the California Electrical Code, the California Existing Building Code, the California Green Building Construction Standards Code, the California Historical Building Code, the California Energy Code, and the California Referenced Standards Code, with Appendices and Amendments Herein; to Adopt by Reference the 2021 Edition of the International Property Maintenance Code and the International Swimming Pool and Spa Code, with Amendments Herein; Adopting Administrative and Program Provisions for the Codes; Adopting New Chapter 12.350 with Administrative and Program Regulations on Gate Safeguards; and Adopting Findings of Fact Supporting the Amendments to the Codes; and Setting a Public Hearing for November 21, 2022 (CD)

Waived further reading of the ordinance and referred to it by title only, introduced the Ordinance, and set a public hearing for November 21, 2022

d. **Sun Valley Park Playground Project**

Resolution Awarding and Authorizing the City Manager to Execute a Construction Agreement for the Sun Valley Park Playground Project, City Project No. 11391, to Bauman

Landscape and Construction, Inc. in the Amount of \$453,709, and Authorizing Contingency Funds of \$66,291 for a Total Appropriated Amount of \$520,000 (PW)

Resolution 15153 - Resolution Awarding and Authorizing the City Manager to Execute a Construction Agreement for the Sun Valley Park Playground Project, City Project No. 11391, to Bauman Landscape and Construction, Inc. in the Amount of \$453,709, and Authorizing Contingency Funds of \$66,291 for a Total Appropriated Amount of \$520,000

e. Pickleweed Park Enhancement Project

Resolution Approving and Authorizing the City Manager to Execute a Professional Services Agreement with Gates + Associates for Landscape Architectural and Engineering Design Services Associated with the Pickleweed Park Enhancement Project, City Project No. 11376, in the Amount Not to Exceed \$498,734 (PW)

Resolution 15154 - Resolution Approving and Authorizing the City Manager to Execute a Professional Services Agreement with Gates + Associates for Landscape Architectural and Engineering Design Services Associated with the Pickleweed Park Enhancement Project, City Project No. 11376, in the Amount Not to Exceed \$498,734

f. Special Event Street Closures in Downtown San Rafael

Resolution Authorizing the Temporary Closure of Fourth Street Between Lincoln Avenue and Cijos Street for the Annual Parade of Lights and Winter Wonderland Event (PD)

Resolution 15155 - Resolution Authorizing the Temporary Closure of Fourth Street Between Lincoln Avenue and Cijos Street for the Annual Parade of Lights and Winter Wonderland Event

g. Investment Management and Advisory Services

Resolution Approving and Authorizing the City Manager to Execute an Agreement with Chandler Asset Management to Provide Investment Management and Advisory Services for Three (3) Years with an Option to Extend for an Additional Two (2) Years (Fin)

Resolution 15156 - Resolution Approving and Authorizing the City Manager to Execute an Agreement with Chandler Asset Management to Provide Investment Management and Advisory Services for Three (3) Years with an Option to Extend for an Additional Two (2) Years

AYES: Councilmembers: Bushey, Hill, Kertz Llorens Gulati & Mayor Kate

NOES: Councilmembers: None

ABSENT: Councilmembers: None

SPECIAL PRESENTATION

5. Special Presentation:

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

a. [Presentation of Proclamation Supporting United Against Hate Week \(CM\)](#)

Mayor Kate presented the proclamation.

Bernadette Sullivan, Senior Management Analyst (City Manager Office) provided comments.

b. [Presentation of Proclamation to Stacey Laumann for Her Service on the Park & Recreation Commission \(LR\)](#)

Mayor Kate presented the proclamation.

Stacey Laumann provided comments.

PUBLIC HEARING

6. Public Hearing:

a. [Triannual Fire Code Ordinance Amendments](#)

Final Adoption of Ordinance No. 2020: An Ordinance Amending Chapter 4.08 of the San Rafael Municipal Code to Adopt by Reference the California Fire Code 2022 Edition with Amendments, the International Fire Code 2021 Edition, and Appendix A of the 2021 International Wildland-Urban Interface Code and Adopting Findings of Fact Supporting the Amendments to Such Codes (FD)

Robert Sinnott, Deputy Fire Chief presented the Staff Report.

Staff responded to questions from Councilmembers.

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

Councilmember Bushey moved and Councilmember Llorens Gulati seconded to adopt Ordinance No. 2020.

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

Final adoption of Ordinance No. 2020

OTHER AGENDA ITEMS

7. Other Agenda Items:

a. [US 101/I-580 Multimodal and Local Access Improvement Project](#)

Informational Report from Transportation Authority of Marin (TAM) on the US 101/I-580 Multimodal and Local Access Improvement Project and Additional Interchange Proof of Concept on Interstate 580 (PW)

April Miller, Public Works Director introduced Anne Richman and Connie Fremier, Transportation Authority of Marin (TAM) who presented the Staff Report.

Staff responded to questions from Councilmembers.

Connie Fremier, Transportation Authority of Marin (TAM) continued with the presentation.

Staff responded to further questions from Councilmembers.

Mayor Kate invited public comment.

Speakers: Jeff Rhoads, Resilient Shore, Evan Cross, Bill Carney, Sustainable San Rafael

Staff responded to public comment.

Councilmembers provided comments.

Councilmember Bushey moved and Councilmember Kertz seconded to accept the report.

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

Accepted report

b. [San Rafael Cannabis Industry Tax Rate Setting](#)

Resolution Setting Lower Cannabis Industry Tax Rates for Cannabis Delivery Businesses, for the Period of January 1, 2023 Through December 31, 2024 (ED/CM)

Bernadette Sullivan, Senior Management Analyst (City Manager Office) presented the Staff Report.

Staff responded to questions from Councilmembers.
Mayor Kate invited public comment.

Speakers: Name withheld, Danielle Span, Moonflower, Monica Gray Fong, Nice Guys Delivery

Councilmembers provided comments.

Councilmember Hill moved and Councilmember Kertz seconded to adopt the resolution.

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

Resolution 15157 - Resolution Setting Lower Cannabis Industry Tax Rates for Cannabis Delivery Businesses, for the Period of January 1, 2023 Through December 31, 2024

c. [Update to the Unrepresented Executive Management Salary Schedule](#)

Resolution Approving the Adjustment of the Compensation Schedule for the City Manager Position and Recruitment (AS)

Nadine Hade, Administrative Services Director presented the Staff Report.

Staff responded to questions from Councilmembers.

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

Councilmember Bushey moved and Councilmember Kertz seconded to adopt the resolution.

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

Resolution 15158 - Resolution Approving the Adjustment of the Compensation Schedule for the City Manager Position and Recruitment

SAN RAFAEL SUCCESSOR AGENCY:

1. Consent Calendar: - None.

ADJOURNMENT:

Mayor Kate adjourned the meeting at 9:41 p.m.

LINDSAY LARA, City Clerk

APPROVED THIS _____ DAY OF _____, 2022

KATE COLIN, Mayor

DRAFT



**SAN RAFAEL CITY COUNCIL SPECIAL MEETING
WEDNESDAY, NOVEMBER 2, 2022 AT 6:30 P.M.**

Participate Virtually:

Watch on Zoom Webinar: <https://tinyurl.com/CCSM-2022-11-02>

Listen by phone: (669) 900-9128

ID: 818-4847-7130#

One Tap Mobile: US: +16694449171,,81848477130#

Present: Councilmember Bushey (joined at 7:49pm)
Councilmember Hill
Vice Mayor Kertz
Councilmember Llorens Gulati
Mayor Kate

Absent: None

Also Present: City Manager Jim Schutz
City Clerk Lindsay Lara

Mayor Kate called the meeting to order at 6:34 p.m. and requested City Clerk Lindsay Lara call the roll. All members of the City Council were present, except for Councilmember Bushey who joined the meeting at 7:49 p.m.

Mayor Kate opened the public comment period for all agenda items; however, there was none.

1. Bicycle and Pedestrian Advisory Committee Interviews

Interview Applicants and Make Appointments to Fill Two Four-Year Terms to the End of October 2026 on the Bicycle and Pedestrian Advisory Committee Due to the Expiration of Terms of DJ Allison, Kate Powers and Kevin Hagerty (CC)

The City Council interviewed the following applicants: David Rhoads, Mark Kyle, Sunny Lee, Sylvain Frayer and Thomas Vogl.

Vice Mayor Kertz moved and Councilmember Hill seconded to appoint Mark Kyle and Sylvain Frayer to the Bicycle and Pedestrian Advisory Committee to the end of October 2026.

Ayes: Councilmembers: Hill, Kertz and Mayor Kate

Noes: Councilmembers: Llorens Gulati

Absent: Councilmembers: Bushey

Motion passed 3-1

Councilmember Maribeth Bushey joined the meeting.

2. Voter Approved Tax Oversight Committee Interviews

Interview Applicants and Make an Appointments to Fill Three Four-Year Terms to the End of November 2026 and Two Two-Year Terms to the End of November 2024 on the Newly

Established Voter Approved Tax Oversight Committee (CC)

The City Council interviewed the following applicants: Sierra Bloyd, Brian Holcomb, Caleb McWaters, Charles Friede, Jared White, Stephen Roth and Tracey Broadman. Applicants Edward LaBarre and Susan Clark withdrew from the interviews.

Councilmember Bushey moved and Councilmember Llorens Gulati seconded to appoint Charles Friede, Stephen Roth and Tracey Broadman to four-year terms to the end of November 2026, and Caleb McWaters and Sierra Bloyd to two-year terms to the end of November 2024 on the Voter Approved Tax Oversight Committee.

Ayes: Councilmembers: Bushey, Hill, Kertz, Llorens Gulati and Mayor Kate

Noes: Councilmembers: None

Absent: Councilmembers: None

Motion passed 5-0

ADJOURNMENT:

Mayor Kate adjourned the meeting at 9:15 p.m.

LINDSAY LARA, City Clerk

APPROVED THIS ____ DAY OF _____, 2022

KATE COLIN, Mayor

MINUTES



SAN RAFAEL CITY COUNCIL SPECIAL STUDY SESSION
MONDAY, NOVEMBER 7, 2022 AT 6:00 P.M.

In-Person:

San Rafael City Council Chambers
1400 Fifth Avenue, San Rafael, CA 94901

Participate Virtually:

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

Absent: None

Also Present: City Manager Jim Schutz
City Attorney Robert Epstein
City Clerk Lindsay Lara

Mayor Kate called the meeting to order at 6:00 p.m. and requested City Clerk Lindsay Lara call the roll. All members of the City Council were present.

City Clerk Lindsay Lara informed the community that the in-person meeting would also be recorded and streamed live to YouTube and through Zoom, and members of the public would provide public comment either on the telephone or through Zoom. She explained the process for community participation on the telephone, through Zoom and in-person.

STUDY SESSION

1. [Green Building Reach Codes](#)

Presentation on proposed local amendments or “reach codes” to Green Building requirements regarding energy and electric vehicle infrastructure (CM)

Cory Bytof, Sustainability Program Manager presented the Staff Report.

Staff responded to questions from Councilmembers.

Mayor Kate invited public comment.

Speakers: Bill Carney, Sustainable San Rafael, Chris Yalonis, VenturePad, Annika Osborn, Sustainable San Rafael, Cool the Earth, Chris Hart

Mayor Kate provided comments on the informational item presented and informed the community who was unable to provide comments due to time constraints to provide comments to the City Clerk's office by email at city.clerk@cityofsanrafael.org.

ADJOURNMENT:

Mayor Kate adjourned the meeting at 6:59 p.m.

LINDSAY LARA, City Clerk

APPROVED THIS _____ DAY OF _____, 2022

KATE COLIN, Mayor

DRAFT



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: City Attorney

**Prepared by: Genevieve Coyle,
Assistant City Attorney**

City Manager Approval: _____

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

TOPIC: USE OF TELECONFERENCING FOR PUBLIC MEETINGS DURING STATE OF EMERGENCY

SUBJECT: RESOLUTION PURSUANT TO ASSEMBLY BILL 361 MAKING FINDINGS AND CONFIRMING THE NEED FOR THE USE OR CONTINUED USE OF TELECONFERENCING TO HOLD PUBLIC MEETINGS OF THE CITY'S LEGISLATIVE BODIES DURING THE CONTINUING STATE OF EMERGENCY RELATING TO THE COVID-19 PANDEMIC

RECOMMENDATION:

Adopt the resolution pursuant to Assembly Bill 361 making findings and confirming the need for the use or continued use of teleconferencing to hold public meetings of the City's legislative bodies during the continuing state of emergency relating to the COVID-19 pandemic.

BACKGROUND:

The Ralph M. Brown Act ("Brown Act") requires that except as specifically provided, "meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body". (Gov. Code §54953(a).) For many years, the Brown Act has authorized members of a local agency's legislative body to attend a public meeting by teleconference in compliance with strict procedural requirements. Under Government Code section 54953(b)(3), to use teleconferencing, at least a quorum of the legislative body must participate from locations within the agency's boundaries, and the agency must give notice of each teleconference location, post an agenda at each teleconference location, provide for public access to each teleconference location, and allow members of the public to address the Council at each teleconference location.

On March 4, 2020, Governor Newsom declared a statewide state of emergency in connection with the COVID-19 pandemic. Subsequently, on March 18, 2020, the Governor issued Executive Order [No. N-29-20](#) suspending the Brown Act's requirements for in-person meetings and facilitating the use of teleconferencing for public meetings during the state of emergency. The Executive Order authorized public meetings to be held by teleconference only, provided that notice and accessibility requirements are met, members of the public are allowed to observe and address the legislative body at the meeting, and there is a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities. This order allowed the City Council and the City's other formal boards and commissions to hold their public meetings using teleconferencing technologies until the order expired on

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

September 30, 2021. On September 16, 2021 Governor Newsom signed into law as an urgency measure Assembly Bill (AB) 361. [AB 361](#) amended the Brown Act provisions governing the use of teleconferencing for public meetings of a local agency's legislative bodies, allowing more liberal teleconferencing requirements to continue during the current and future state-declared emergencies. Therefore, since October 1, 2021, the City has relied on the amendments enacted by AB 361 as its authority to continue to hold meetings using teleconferencing technologies.

Government Code section 54953, as amended by AB 361, now provides in new subsection (e)(1), that during the current and any future state-declared state of emergency, the legislative body of a local agency may use teleconferencing without complying with the procedural requirements of Government Code section 54953(b)(3) in any of three circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Certain additional requirements would apply under the new law, however, including specific requirements as to how public comment must be allowed and heard, with which the City already complies. In addition:

- In the event of a disruption which prevents the City from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the City's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption which prevents the public agency from broadcasting the meeting may be challenged pursuant to Section 54960.1.
- If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:
 - The legislative body has reconsidered the circumstances of the state of emergency.
 - Any of the following circumstances exist:
 - (i) The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - (ii) State or local officials continue to impose or recommend measures to promote social distancing.

ANALYSIS:

The City Council has determined that it is now safe to hold in person meetings in the City Council Chambers, and the Council held its first such meeting on April 18, 2022. Other boards and commissions that meet in the City Council Chambers will also be able to meet in person. The City Council Chambers are roomy enough to allow for social distancing in most cases and are now equipped with teleconferencing equipment that also allows participation in public meetings from other locations. This hybrid meeting model provides an alternative means to attend for those persons who feel they cannot safely attend in person, as well as for those persons who may find it more convenient to participate in the meetings through teleconferencing.

However, the City Council also holds special meetings at locations not in the City Council Chambers and staff has determined that the hybrid meeting model set up for these meetings has not provided sufficient space for social distancing and negatively impacts public participation through virtual means. Additionally, not all City boards and commissions meet in the City Council Chambers. Staff has not yet been able to make comparable arrangements for hybrid meetings in those other meeting locations. Therefore, staff recommends that the City Council continue to adopt the resolution required by AB 361, so that the City's legislative bodies meeting outside the City Council Chambers can meet or continue to meet using teleconferencing technology. These include special meetings of the City Council and meetings of the City's boards and commissions.

The resolution before the City Council is intended to comply with the requirement to make specified findings every 30 days. The resolution finds that the state of emergency continues in effect, that measures to promote social distancing are still being imposed or recommended by the state and county, and that the state of emergency directly impacts the ability of the public and the members of the City's Council, boards, and commissions to meet safely in person. The proposed resolution confirms the City Council's determination that all public meetings of the City's legislative bodies (the Council and all formal boards and commissions) may continue to be held using only teleconferencing technology.

FISCAL IMPACT:

There is no fiscal impact associated with the adoption of the attached resolution.

OPTIONS:

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

1. Adopt the resolution as proposed.
2. Adopt a modified resolution.
3. Direct staff to return with more information.
4. Take no action.

RECOMMENDED ACTION:

Adopt the resolution pursuant to Assembly Bill 361 making findings and confirming the need for use or continued use of teleconferencing to hold public meetings of the City's legislative bodies during the continuing state of emergency relating to the COVID-19 pandemic.

ATTACHMENTS:

1. Resolution

RESOLUTION NO.

RESOLUTION OF THE SAN RAFAEL CITY COUNCIL PURSUANT TO ASSEMBLY BILL 361 MAKING FINDINGS AND CONFIRMING THE NEED FOR THE USE OR CONTINUED USE OF TELECONFERENCING TO HOLD PUBLIC MEETINGS OF THE CITY'S LEGISLATIVE BODIES DURING THE CONTINUING STATE OF EMERGENCY RELATING TO THE COVID-19 PANDEMIC

WHEREAS, on March 4, 2020 Governor Newsom issued a proclamation pursuant to Government Code Section 8625 declaring a state of emergency in California due to the COVID-19 pandemic; and

WHEREAS, the Ralph M. Brown Act (Gov. Code §§ 54950 et seq.) (hereafter, the "Brown Act") provides in Government Code section 54953 that "all meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided by this chapter"; and

WHEREAS, Government Code section 54953(b)(3) permits the legislative body of a local agency to use teleconferencing for the benefit of the public and the legislative body in connection with any meeting or proceeding authorized by law, subject to specified procedural requirements including, but not limited to, the posting of agendas at all teleconference locations, the opportunity for members of the public to address the legislative body directly at each teleconference location, and that at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the legislative body exercises jurisdiction; and

WHEREAS, Government Code section 54953(e), added by Assembly Bill 361 effective September 16, 2021, provides, in section 54953(e)(1), that during a state of emergency proclaimed pursuant to Government Code section 8625, the legislative body of a local agency may hold a meeting using teleconferencing without complying with the procedural requirements of section 54953(b)(3), provided that the legislative body complies with the requirements of section 54953(e)(2); and

WHEREAS, pursuant to Government Code section 54953(e)(3), if a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, then in order to continue to teleconference without compliance with the requirements of section 54953(b)(3), the legislative body shall make specified findings at least every 30 days; and

WHEREAS, the City Council has reconsidered the circumstances of the proclaimed COVID-19-related state of emergency and finds that it remains active; and

WHEREAS, the City Council finds that state and/or local officials continue to impose or recommend measures to promote social distancing, including masking in certain indoor public settings; and

WHEREAS, the City Council finds that the state of emergency directly impacts or continues to directly impact the ability of the City's legislative bodies to meet safely in person,

including special meetings of the City Council and meetings of the City's boards and commissions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of San Rafael that in order to protect the safety of the members of the public and its legislative bodies, for the 30 days following adoption of this resolution, public meetings of the City's legislative bodies may continue to be held using teleconferencing technology in compliance with the requirements of Government Code section 54953(e)(2) and all other applicable laws.

I, **Lindsay Lara**, 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 City Council of the City of San Rafael, held on Monday, the 21st day of November 2022 by the following vote, to wit:

AYES: Councilmembers:


NOES: Councilmembers:

ABSENT: Councilmembers:

Lindsay Lara, City Clerk



Agenda Item No: 4.c
Meeting Date: November 21, 2022

SAN RAFAEL CITY COUNCIL AGENDA REPORT	
Department: Economic Development	
Prepared by: Victoria Lim Senior Management Analyst	City Manager Approval: 

TOPIC: DOWNTOWN BUSINESS IMPROVEMENT DISTRICT (BID) BUSINESS ASSESSMENT ANNUAL RENEWAL

SUBJECT: RESOLUTION DECLARING THE CITY COUNCIL’S INTENTION TO LEVY AN ANNUAL ASSESSMENT FOR CALENDAR YEAR 2023 FOR THE DOWNTOWN SAN RAFAEL BUSINESS IMPROVEMENT DISTRICT

RECOMMENDATION:

Accept report and adopt resolution declaring the City Council’s intention to levy an annual assessment for calendar year 2023 for the Downtown San Rafael Business Improvement District.

BACKGROUND:

Section 36500 of the California Streets and Highways Code allows for the creation of a business improvement district (BID) within a municipality, whereby businesses within the district self-assess an annual fee in order to pay for improvements and activities which benefit the overall business district. The intent of the state law is to provide a funding mechanism for business districts to promote economic vitality.

In 1979, businesses in Downtown San Rafael set up a business district. This original district included approximately 125 businesses along Fourth Street between Lincoln Avenue and E Street. In 2013, the City Council voted to replace it with a larger district of approximately 700 businesses along Fourth Street. The expanded district includes the West End and some side streets, as well as non-ground floor tenants and other tenants not included in the original BID.

For 2022, the [BID Board of Directors](#) focused on supporting downtown businesses as they emerged from the COVID-19 pandemic. The BID Board welcomed a new Director – Sarah Tipple – this year, and the BID has achieved many notable accomplishments as highlighted in its Annual Report, including a website redesign, various initiatives and partnerships to promote foot traffic downtown, and actively promoting Downtown through social media, the BID website, marketing campaigns, and email blasts.

Downtown San Rafael is coming back to life after some slow COVID years. The BID hosted numerous events, including two successful and profitable events: May Madness and the Hops and Vine Stroll. The BID Board continued to produce the ‘Dining Under the Lights’ (DUTL) outdoor dining event on Thursday

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

evenings (late May through September 2022) and the West End Block Parties on Thursday and Friday evenings (late May – early October 2022). The BID Board also hosted various events such as BID Night at the Pacifics, the Annual BID Mixer, Trick or Treat on Fourth Street, Dia De Los Muertos Altar Displays, an Elf Hunt, and the Parade of Lights and Winter Wonderland on Shop Small Saturday. The BID helped to promote other Downtown events, including 2nd Friday Art Walks, San Rafael PorchFest, Mill Valley Film Festival, Dia De Los Muertos Car Procession, San Rafael Lighted Boat Parade, Heads Up Carnival at Davidson, Doc Lands Film Festival, State of the City Dinner, Youth in Arts C Street Celebration, and the Sunset Criterium.

The BID established partnerships with Embassy Suites and the California Film Institute, using QR code technology and ticket incentives to drive foot traffic Downtown. Other innovative initiatives include developing a walking tour on a mobile app that the BID hopes to have enough funding in the future to launch. The BID also created a “smART” Train Tour Map highlighting San Rafael’s many art organizations that the BID likewise hopes to implement in the future. In partnership with City staff, the BID contributed to the development and implementation of the outdoor dining Streetaries Program that was approved by Council in October 2022. The BID also participated in the process of getting new trash cans downtown, which has added to its beautification efforts.

Financially, the BID is facing challenges. BID assessments were lower than usual in 2022 and costs increased. Proceeds from BID assessments decreased to \$61,648 in 2022, approximately 25% lower than typical assessment revenue of \$83,000. Payroll costs, as well as higher costs due to inflation, increased overall expenses for the year. The BID projects a loss of approximately \$18,000 for 2022, leaving the BID with a cash balance of \$43,500.

For calendar year 2023, the annual assessment levied on businesses will not change and will be the same as prior years. See Exhibit B to the Annual Report. The BID states in its Annual Report that it plans to continue to host similar events to last year, plus a few new events. The two profitable events hosted by the BID are May Madness and Hops and Vines Stroll. The BID projects that costs will remain high and that the amounts collected through BID assessments will remain similar to 2022. As a result, without additional funding, the BID may need to postpone some of its initiatives. The BID projects a loss of approximately \$16,000 for 2023, leaving the BID with a cash balance of \$27,500 at the end of 2023. This trend is not sustainable without changes.

Uncollected revenue from businesses that paid the BID assessment in 2021 but did not renew their business license for 2022 was \$9,825. This amount could be businesses that went out of business but never notified the City, or businesses that are operational but simply did not pay their BID assessment. The BID has not included this amount in its annual income.

Staff has recommended that the BID Board plan ahead for 2023 events, prioritize high impact and low cost events, minimize low impact and high cost events, and focus on planning events that generate revenue so that the BID can become independent and financially sustainable. Planning ahead and being selective for its event roster in 2023 will also allow the BID to submit event applications 90 days in advance as per City requirements.

Staff has also recommended to the BID Board to attempt to cut costs in order to reduce its dependence on cash reserves and focus on long-term sustainability. In search of operational synergies, the BID has partnered with the Chamber of Commerce and now has its office co-located inside the Chamber of Commerce office in San Rafael. Also, importantly, the BID is participating in the City’s Economic Development Strategic Plan which is underway and will provide an opportunity to review business priorities downtown and throughout the City. There may be new synergies with the BID and Chamber of Commerce as that plan develops and implementation begins.

ANALYSIS

BID Renewal Process

Per State law, to renew the annual assessment, the City Council must first adopt a Resolution of Intention to Levy an Annual Assessment and set a public hearing for a future date. In accordance with State law, the annual renewal process for the BID assessment will take place at two City Council meetings as follows:

Meeting #1 – November 21, 2022

Adopt Resolution of Intention to Levy an Annual Assessment: The Council will consider action to accept the BID annual report, which reviews past BID Board accomplishments, and adopt the resolution of intention to levy an annual assessment for calendar year 2023. The resolution sets a public hearing date of December 5, 2022.

Meeting #2 – December 5, 2022

Public Hearing on Annual Assessment: This is the meeting to receive additional input from the public on the annual BID assessment and to confirm the levy of an assessment for the upcoming calendar year 2023.

COMMUNITY OUTREACH:

The BID will notify its members of the annual renewal process through its member communications, including the BID e-newsletter, notifications on the BID website, and through agenda items at the monthly BID Board meeting.

FISCAL IMPACT:

There is no fiscal impact associated with this action. The assessment collected by the City of San Rafael on behalf of the BID is passed to the BID upon receipt. All administrative costs associated with collecting the assessment are absorbed by the General Fund.

OPTIONS:

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

- 1) Accept report and adopt the resolution as presented.
- 2) Accept report and adopt the resolution with modifications.
- 3) Decline to accept the report and decline to adopt the resolution.

RECOMMENDED ACTION:

Accept report and adopt a resolution declaring City Council's intention to levy an annual assessment for calendar year 2023 for the Downtown San Rafael Business Improvement District.

ATTACHMENTS:

1. Resolution
2. BID 2022 Annual Report, including:
 - A. Exhibit A: BID Map
 - B. Exhibit B: 2023 BID Assessment Formula
 - C. Exhibit C: BID 2022 / 2023 Budget
 - D. Exhibit D: Memo – BID 2022 / 2023 Financial Summary

RESOLUTION NO.

RESOLUTION OF THE SAN RAFAEL CITY COUNCIL DECLARING THE CITY COUNCIL'S INTENTION TO LEVY AN ANNUAL ASSESSMENT FOR CALENDAR YEAR 2023 FOR THE DOWNTOWN SAN RAFAEL BUSINESS IMPROVEMENT DISTRICT

WHEREAS, California Streets and Highways Code Sections 36500 et seq. authorizes cities to establish parking and business improvement areas for the purpose of promoting economic revitalization and physical maintenance of business districts, in order to create jobs, attract new businesses and prevent erosion of business districts; and

WHEREAS, the Downtown San Rafael Business Improvement District ("BID") was established in 2013 to amend the existing Parking and Business Improvements District instituted in 1979 in the commercial area on and around the Fourth Street corridor in San Rafael; and

WHEREAS, pursuant to San Rafael Municipal Code Chapter 10.09 and California Streets and Highways Code Section 36533, the Advisory Board of the BID shall prepare an annual report for each calendar year in which assessments are to be levied which the City Council shall review; and

WHEREAS, the BID Advisory Board has prepared and filed with the City Clerk its "BID 2022 Annual Report" and the City Council has reviewed and approved the report;

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

1. The City Council intends to levy and collect an annual benefit assessment for calendar year 2023 on businesses in the Downtown San Rafael Business Improvement District to pay for selected improvements and activities of the BID.
2. The boundaries of the entire area to be included in the BID, and the boundaries of each separate benefit zone within the BID, are set forth in Exhibit A to the BID 2022 Annual Report on file with the City Clerk.
3. The types of improvements and activities proposed to be funded by the levy of assessments on business in the BID are set forth in the BID 2022 Annual Report on file with the City Clerk.
4. The method and the basis for levying the benefit assessment on businesses within the BID and proposed assessments to be levied for calendar year 2023 are set forth in San Rafael Municipal Code Section 10.09.050 and Exhibit B to the BID 2022 Annual Report on file with the City Clerk.

5. All funds of the BID shall be expended on improvements and activities within the BID.

6. New businesses shall not be exempt from payment of the fee.

7. A public hearing to consider the levy of the BID assessment shall be held before the City Council on December 5, 2022 at 7 p.m. in the Council Chambers, 1400 Fifth Avenue, San Rafael, California or by teleconference by visiting <https://www.cityofsanrafael.org/departments/public-meetings/> for the call-in phone number and meeting ID listed on the agenda (or using Zoom app to connect to this meeting ID).

At the public hearing the testimony of all interested persons, for or against the levy of the BID assessment or on any of the matters included in the assessment, will be heard and all protests collected.

8. A protest against the assessment of the BID, or any aspect of the assessment may be made in writing or orally at the public hearing. To be counted as a part of a majority protest against the assessment of the BID, a protest must be in writing and from a business in the BID. A written protest may be withdrawn from the record at any time before the conclusion of the public hearing. Each written protest shall contain a written description of the business in which the person signing the protest is interested, sufficient to identify the business, and its address. If the person signing the protest is not shown on the official records of the City of San Rafael as the owner of the business, then the protest shall contain or be accompanied by written evidence that the person is the owner of the business. Any written protest of the regularity of the proceedings shall be in writing and clearly state the irregularity or defect to which objection is made.

9. If at the conclusion of the public hearing on December 5, 2022 there is a record of written protests by business owners within the BID who will pay fifty percent (50%) or more of the total assessments of the entire BID, no further proceedings to levy the proposed assessment shall occur for a period of at least one year from the date of the finding of the majority written protest by the City Council. If the majority written protest is against the furnishing of a specified type or types of improvement or activity within the area, those types of improvements or activities shall be eliminated.

10. Further information regarding the Downtown San Rafael Business Improvement District may be obtained from the Office of Economic Development at 1400 Fifth Avenue, San Rafael, CA 94901.

11. The City Clerk is directed to give notice of said public hearing by publishing this resolution of intention once in a newspaper of general circulation in the City of San Rafael, at least seven days before the hearing; and by mailing a complete copy of this Resolution of Intention to those interested parties who have filed a written request with the local agency for mailed notice of public meetings or hearings on new or increased general taxes.

I, LINDSAY LARA, 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 City Council of the City of San Rafael, held on Monday, the 21st day of November 2022, by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

Lindsay Lara, City Clerk

2022 Annual Report



BID BOARD OF DIRECTORS 2022/23

Interim President
Jed Greene,
Five Corners Group

Vice President
Adam Dawson,
Mike's Bikes

Jeff Brusati,
T & B Sports

Bishlam & Amy Bullock,
Salon B Style Lab

Elisabeth Setten –
Art Works Downtown

Morgan Schauffler,
Youth in Arts

Your name here!

Secretary
Tobi Lessem,
Bodywise Massage

Social Media Chair
Erika Bowker,
Pleasures of the Heart

Treasurer
TBD

Terrance Thornton,
San Rafael Martial Arts

Committee Members:
Jaime Ortiz,
Bank of Marin
Ryan Spencer,
Libation Taproom
Meg Reilly,
Marin Society of the Arts

Dear Fellow BID Members,

First, I want to thank Eda Lochte and Jaime Ortiz for their years of service to the Business Improvement District. The BID was truly transformed into an organization that the community could count on and be proud of.

This year, we found a new Executive Director in Sarah Tipple. She has been a wonderful addition and has made an immediate, positive impact for the BID.

As things slowly get back to normal this year, we have brought back traditional events, like the May Madness Car Show, while also assisting with the implementation of new ideas, like the permanent Streetaries program, the Friday Night Block Party, and the Hops and Vines Stroll.

In 2023, we plan to build on our prior success while also developing new ideas to improve our downtown and our community.

Please visit DowntownSanRafael.org to see all the BID is doing, to update your directory listing, and continue to be involved.

Jed Greene, President

Development, Organization, and Design

- ARPA Fund Proposal** – The BID created a proposal requesting \$70,000 of the ARPA Funds to go toward the following BID Projects: Marketing & Promotion, Event Planning & Production, Beautification, Walking Tour App, Expansion of Second Friday Art Walks, Community Public Art Projects. The request is pending.
- Downtown San Rafael Arts District Collaboration** – The BID's DSRAD committee advocated for ARPA funding and California Arts Council support to subsidize multiple creative placemaking projects aimed at revitalizing and enhancing downtown San Rafael. DSRAD, in concert with their fellow Cultural Arts Districts, was successful in reactivating a direct funding structure from the California Arts Council and expects disbursement in 2023.
- Fundraising & Event Management** – Through successful events and the BID being able to do most event tasks in-house, expenses were decreased, and our bottom line was increased with two signature events, May Madness, and the Hops & Vines Stroll.
- Beautification** – Worked with the City's new Volunteer coordinator to discuss future landscaping projects for volunteers to help beautify our Downtown.
- New Trashcans in Downtown** – Last year, the BID was on the selection and advocacy team to get new trashcans in Downtown San Rafael. They arrived this year and their sleek appearance really lifts Downtown San Rafael's aesthetics.
- Welcome Packets** – The BID created an info sheet of what the BID is, does, and why it exists to give new Downtown Businesses insight into who we are and what we do.
- SR Chamber Partnership** – The BID now has an office located at the San Rafael Chamber, which is a great path toward stronger collaborations and networking opportunities.
- Member emails, newsletters, and updates** – Monthly Newsletters included news on City updates, fellow business events/openings, and events. Also, continuously updated members on DPW activity on their blocks.
- Hands-on help** – Executive Director is actively available by phone and in person to meet with and discuss member activities and concerns.
- Streetary Program** - The BID was included in the development of this program and advocated for more business involvement, affordability, and frequent communication during the rollout.
- City partnerships** – worked with City government and departments including Economic Development, Public Works, Parking, Parks & Recreation, and SRPD.

Marketing & Promotions

- Website updates** – Gave DowntownSanRafel.org site a facelift by updating the events page to include all ongoing events, the News page with all news from members and city updates, added useful San Rafael Business resources to the About Downtown Page, and more.

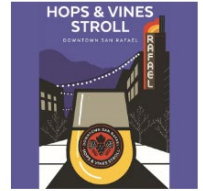
Upcoming Downtown San Rafael Events



San Rafael PorchFest
September 18, 2022
[Learn more.](#)



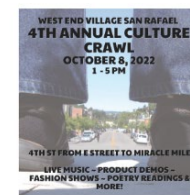
San Rafael BID Annual Meeting & Mixer
Liberation Taproom
September 22, 2022
[Learn more.](#)



Hops & Vines Stroll
September 24, 2022
[Learn more.](#)



Mill Valley Film Festival
October 6-16, 2022
[Learn more.](#)



West End Culture Crawl
October 8, 2022
[Learn more.](#)



Dia De los Muertos Car Procession
October 22, 2022
[Learn More.](#)

- Walking Tour Mobile App** - Developed a user-friendly Walking Tour of Downtown San Rafael on the Distrx Mobile App, to highlight historical and cultural points of interest throughout the downtown. Funding for long-term implementation pending approval.
- Designed a smART Train Tour Program** – Created an interactive map to emphasize multiple artistic institutions easily accessed along the smART train route, with San Rafael as the center point. Meetings to further develop the project are expected in fall 2022.
- Partnered with CFI (California Film Institute) and Mill Valley Film Festival** – Created a “Ticket Stub Incentive” Program to get the ticket holders and filmmakers inside our Downtown Businesses. The goal is to promote foot traffic to our BID District to support local small businesses.
- Embassy Suites Partnership** – The BID partnered with the Embassy Suites in San Rafael to generate more foot traffic Downtown by adding a QR code linking to our events page to their guest’s “What to Do” guide, giving them \$5 off to Hops event, and discussing a possible punch card list of deals and discounts that downtown businesses can offer to their guests.
- Social media director** – Board member Erika Bowker actively posts to 5,600 followers on Instagram and Facebook and multiplies effects by engaging with Downtown businesses’ social media and email campaigns.
- Shop Local during the Holiday Season** - print and digital ad campaigns for the holiday season and free parking-

BID Accomplishments 2022

Event Success

In 2022, we brought back many popular events after the 2-year hiatus due to the pandemic and were also able to raise money for the BID in the process.

- **Promoted ALL Downtown Events/Activities** – To keep members and the community informed on all things Downtown, the BID promoted all events in or near Downtown on our events page & Newsletters, not just BID-produced events, including 2nd Friday Art Walks, San Rafael PorchFest, Mill Valley Film Festival, Dia De Los Muertos Car Procession, San Rafael Lighted Boat Parade, Heads Up Carnival at Davidson, Doc Lands Film Festival, State of the City Dinner, Youth in Arts C Street Celebration, and the Sunset Criterium. These events brought many visitors to our Downtown.
- **Dining Under the Lights** – The BID continued to support the successful Dining Under the Lights Program. The block party feel of having several different blocks closed throughout downtown gave businesses the choice to be involved by booking live bands or bringing their tables into the street for alfresco dining.
- **West End Block Party** – West End businesses built a successful Thursday and Friday night block party, which began under Dining Under the Lights, by booking great bands, creating a welcoming beverage garden and dining area, and having large neighborhood support. In partnership with the City, the BID supported the vibrancy that this event brought to Downtown and advocated to help the organizers continue it as a two-day event, rather than shortening it to a one day.
- **Clean & Green** – Every year on Earth Day, the BID and Cory Bytof with the City of San Rafael coordinate a day of trash clean-up, graffiti removal, polishing street poles, and landscape weeding and mulching. This year, the event had more volunteers than ever, almost 40 people, including staff from Bio Marin, SRPD, and many of our very own BID Board Members.
- **May Madness** – After a 2-year hiatus, May Madness was back and ready to Roll in 2022. The BID's volunteer event committee and Rick with Gold Rush Jewelers worked tirelessly to bring thousands of people downtown to enjoy over 200 hot rods, food, beverages, and the Classic Car Parade. It was a day to remember. The BID made a net profit of \$6,229.84.
- **Dia de los Muertos window displays & Car procession** – Downtown merchants will again present window altars for Day of the Dead in collaboration with Marin Multicultural Center, San Rafael Dia de los Muertos, City Rec Dept. and artists.

Complete List of BID Events in 2022

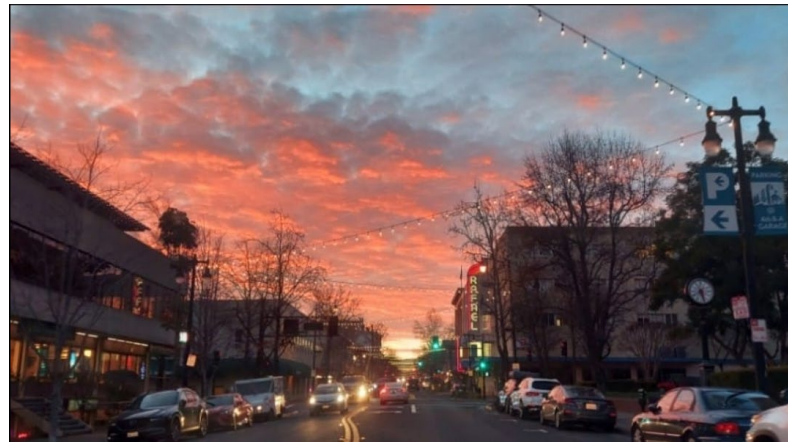
- **Clean & Green Day** (Fri. April 22, Earth Day)
- **Dining Under The Lights featuring Live Music, Outdoor Dining, and Kids Activities** (Thurs. end of May through Sept)
- **Friday Night Block Party in the West End** (Fri. end of May through Oct)
- **32nd Annual May Madness** (Sat. May 7)
- **Downtown BID Night at the Pacifics** (June 21)
- **Annual San Rafael BID Mixer** (Thur. Sept. 22)
- **2nd Annual Hops & Vines Stroll** (Sat. Sept 24)
- **4th Annual West End Culture Crawl** (Sat. Oct. 8)
- **34th Annual Trick or Treat on 4th Street & Pet Costume Contest** (Sat. Oct. 29)
- **Dia De Los Muertos Alter Displays** (thru Nov 5)
- **Elf Hunt** (Nov-Dec)
- **San Rafael Parade of Lights & Winterwonderland on Shop Small Saturday** (Nov 26)



Downtown San Rafael BID 2023 Preliminary Work Plan

Future Marketing, Development, Events, and Operations

- **If the ARPA request is approved, funding will go toward:** Marketing & Promotion, Event Planning & Production, Beautification, Walking Tour App, Expansion of Second Friday Art Walks, & Community Public Art Projects.
- **Walking Tour App-** Launch the Walking Tour App of Downtown San Rafael with ARPA funds.
- **Encourage more family-friendly events and fundraisers** – Work closely with local family groups to provide the much-needed niche of more family activities in Downtown.
- **Engage with the local College Students** – Create a Back to School Night or program, where students can visit our website and see all the places in Downtown where their student ID can get them discounts or deals.
- **Farmer’s Market** – Rebuild the relationship with AIM to bring back the Thursday Night Farmer’s Market to Fourth Street.
- **Makers Markets** – Meet with other maker market producers to bring their event to our downtown on a Thursday Night.
- **smART Train Tour Program** – Further develop and launch the interactive map of art stops along the SMART train route with our Downtown at the Heart.
- **Outdoor Movie Night** – Work with Park & Recs to bring their successful outdoor movie night in the park program to our Downtown.
- **Social Media Manager Contractor** - The BID is interested in hiring a part-time social media contractor to promote and showcase a different Downtown Business each day on IG & FB. Our current Social Media Director will still promote our events.
- **Add board members, committee members, and volunteers** – Actively recruit committee members and engage prospective board members to build an inclusive environment for greater equity and diversity. If you are interested, please contact us!
- **Communicate with members/community outreach** – Continue engagement via website, email, newsletters, social media, marketing, advertising, & in person
- **Beautification & Art** – Work with the new City Library & Rec Director to look at public art opportunities.
- **Landscaping upgrades** - Hardscape landscaping updates to intersections via volunteer coordination.
- **Raise BID funding** – Explore supplemental funding sources through more financially lucrative events, matching funds from the City, and more.



- **Scavenger Hunts** – If funding allows, the Walking Tour App can be used to create “Apptivities” and we can create scavenger hunts within the businesses. If successful, we’d like to create one for each season.
- **Explore partnerships with all local Schools** – Create more collaborative relationships between Dominican and other SR Schools to expand BID’s reach to create added visibility and excitement for Downtown.
- **Partnership & Collaboration** – Continue to align the BID with the DSRAD, the SR Chamber, Pacifics, Embassy Suites, CFI, the City, SMART, SRPD, & more.
- **Resume Dining Under the Lights & The Friday Block Party in the West End**– Refine the program in partnership with the City to create an ongoing Summer outdoor program.
- **Events:** The BID has committed to continue May Madness, Hops & Vines, and all other events produced in 2022.

I want to thank this AMAZING BID Board for their passion, commitment, experience, and support as we all work to continue making Downtown San Rafael a fantastic place to work and live.

I would also like to thank all the Business owners and staff that have welcomed me as their Director and that have taken the time to speak with me about their constructive ideas and experience on 4th Street. I am passionate about Downtown San Rafael and the people and businesses that thrive here! Please don’t hesitate to reach out to me. I look forward to hearing from you!

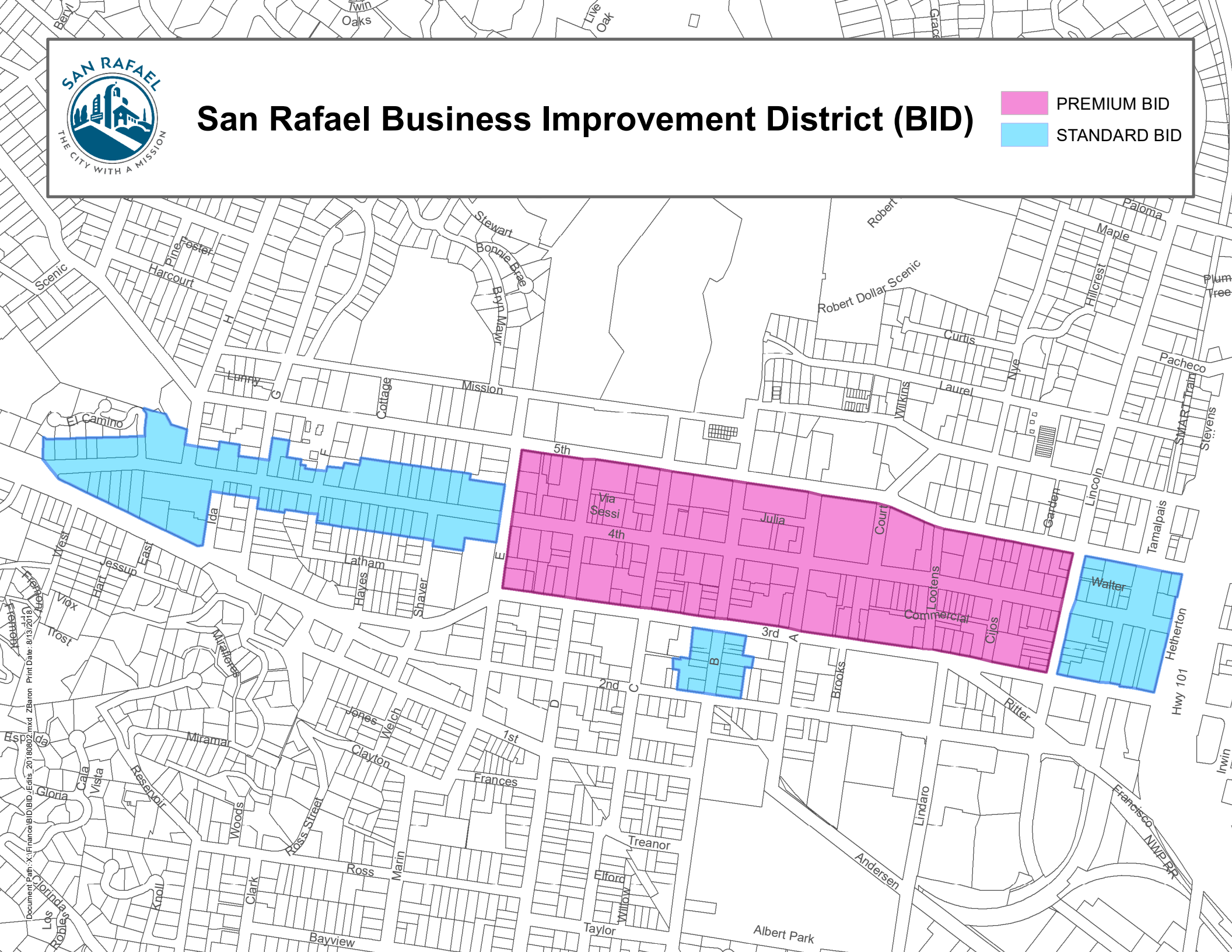
-Sarah Tipple, Executive Director

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San Rafael Business Improvement District (BID)

- PREMIUM BID
- STANDARD BID



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2023 BID Assessment Formula

Exhibit B

Type of Business	Standard	Premium
Retail on the Ground Floor, Restaurant, Personal Services on the Ground Floor	\$175	\$225
Retail on the Ground Floor, Restaurant, Personal Services on Ground Floor with Less than \$100,000 in Gross Receipts	\$150	\$175
Offices, Professional, Personal Services, not on Ground Floor, Retail not on Ground Floor	\$75	\$100
Personal Services Sole Practitioner	\$25	\$50
Non-Profit Organization and Fine Artists	\$50	\$50
Financial Institution	\$375	\$425

San Rafael Downtown BID Budget

Exhibit C

		2021 Year End Fund Balance	\$61,687			2022 Year End Fund Balance	\$43,531
Revenues	2022 Programs	Year 2022 Estimated Year End		2023 Programs	Year 2023 Proposed Budget		
	BID Assessments		\$61,648	BID Assessments		\$60,000	
	Event Income		\$50,887	Event Income		\$50,000	
Total Operating Income			\$112,535	Total Operating Income			\$110,000
Expenses							
Events	May Madness		(\$19,290)	May Madness		(\$20,000)	
	Hops and Vines		(\$9,767)	Other Events/Costs:		(\$32,000)	
	Culture Crawl		(\$926)	Hops and Vines			
	Trick or Treat		(\$450)	Culture Crawl			
	Shop Small & Winter Fest		(\$2,500)	Trick or Treat			
	Clean and Green Day		\$0	Winter Wonderland			
				Clean and Green Day			
	Event Staffing		(\$16,475)	Mixers			
				August Hot Nights			
				West End Celebration			
				Event Staffing			
Events subtotal			(\$49,408)	Events subtotal			(\$52,000)
Initiatives	Thursday Nights/DUTL (includes BID staff costs)		(\$18,217)	Thursday Nights/DUTL (includes BID staff costs)		(\$15,000)	
	West End Block Party (includes BID staff costs)		(\$8,237)	West End Block Party (includes BID staff costs)		(\$9,000)	
				Beautification			
Initiatives subtotal			(\$26,454)	Initiatives subtotal			(\$24,000)
Marketing & Promotions	Advertising/Marketing		(\$2,300)	Advertising/Marketing		(\$2,500)	
	Website Maintenance		(\$1,500)	Website Maintenance		(\$2,000)	
	Member Communication/Mixer		(\$1,962)	BID Member Communication		(\$1,000)	
				Social Media		(\$1,000)	
Marketing & Promotions Subtotal			(\$5,762)	Marketing & Promotions Subtotal			(\$6,500)
Operating Expenses	Staffing		(\$21,966)	Staffing		(\$22,000)	
	Insurance		(\$4,900)	Insurance		(\$4,900)	
	Office Expense (supplies, communications, etc.)		(\$3,443)	Office Expense (supplies, communications, etc.)		(\$3,500)	
	Professional Fees		(\$1,500)	Professional Fees		(\$3,000)	
	Consultant		(\$7,965)	Taxes and Payroll Costs		(\$5,300)	
	Taxes and Payroll Costs		(\$5,292)	Rent		(\$4,800)	
	Rent		(\$4,000)				
Operating Expenses Subtotal			(\$49,066)	Operating Expenses Subtotal			(\$43,500)
Total Expenses			(\$130,691)	Total Expenses			(\$126,000)
Net Profit/(Loss)			(\$18,156)	Net Profit/(Loss)			(\$16,000)
Projected 2022 Ending Fund Balance/Carryover to 2023			\$43,531	2023 Ending Fund Balance			\$27,531

Memorandum

To: San Rafael City Council

From: Jed Greene, President
San Rafael Business Improvement District

Date: October 24, 2022

Re: San Rafael Business Improvement District Financial Summary

This memorandum highlights the significant 2022 financial activity of the San Rafael Business Improvement District (BID) and the 2023 proposed budget.

2022

Downtown San Rafael is coming back to life after some slow COVID years. The BID hosted numerous events, including two highly successful (and profitable) events: May Madness and the Hops and Vine Stroll.

Unfortunately, our BID assessments were much lower than usual and our costs have increased. Proceeds from BID assessments decreased to \$61,648, approximately 25% lower than our typical assessment revenue of \$83,000. Payroll costs, as well as higher costs due to inflation, increased our overall expenses for the year.

We project a loss of approximately \$18,000 for 2022, leaving the BID with a cash balance of \$43,500.

2023

We will continue to host similar events to last year, plus a few more new events. These events are either profitable or low cost, with a significant benefit to the Downtown community.

We project that our costs will remain high and that our BID assessments will remain similar to 2022. As a result, without additional funding, we will need to postpone some of our initiatives (e.g. beautification, downtown walking app).

We project a loss of approximately \$16,000 for 2023, leaving the BID with a cash balance of \$27,500.



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: City Manager, Sustainability Division

**Prepared by: Kate Hagemann
Climate Adaptation and Resilience
Planner**

City Manager Approval: _____

TOPIC: ACCEPTING GRANT FUNDS TO SUPPORT RESILIENCE PLANNING

SUBJECT: RESOLUTION ACCEPTING THE GRANT OF FUNDS FROM THE STATE COASTAL CONSERVANCY AND MARIN COMMUNITY FOUNDATION FOR THE CANAL COMMUNITY RESILIENCE PLANNING PROJECT AND APPROPRIATING FUNDS IN THE AMOUNT OF \$762,000 FOR PROJECT #31100

RECOMMENDATION: Adopt a resolution accepting the grant of funds from the State Coastal Conservancy and Marin Community Foundation for the Canal Community Resilience Planning Project and appropriating funds in the amount of \$762,000 for project #31100.

BACKGROUND:

On September 22, 2022, the State Coastal Conservancy adopted a resolution authorizing a grant of up to \$700,000 to the City of San Rafael (“grantee”) for the Canal Community Resilience Planning Project (“the project”). The resolution was adopted by the Conservancy after being favorably recommended by staff. Additionally, the Marin Community Foundation has decided to award this project \$62,000 to further support this work and bolster the community engagement and training aspects.

The grant application was developed collaboratively earlier this year by staff from the City of San Rafael’s Sustainability Division, County staff with expertise in sea level rise, and community partners the Multicultural Center of Marin, and the Canal Alliance. The purpose of the grant is to conduct a community-informed technical feasibility study of sea level rise adaptation options along the greater Canal neighborhood shoreline of San Rafael. It will include robust engagement in our priority equity community census tracts to ensure that underrepresented community members have a voice and that inclusive decision-making guides the process.

The City will work with the County of Marin and community-based organization project partners Canal Alliance and Multicultural Center of Marin (“Project Team”) to build capacity of the two organizations by hiring staff to help lead the project and develop culturally relevant community engagement methods for these areas, which have been identified as most vulnerable by the Bay Conservation and Development Commission’s 2020 Regional Sea Level Rise Vulnerability and Adaptation Study.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

Geographically, the Project Study Area is the entire shoreline area within the boundaries of City of San Rafael and can be loosely framed by downtown on the west, the Richmond-San Rafael Bridge to the east, and McNears Beach to the north. The Project Study Area includes both sides of the San Rafael Canal. Socially, the study's focal community Engagement Area is the Canal neighborhood, census tracts 1122.03 and 1122.04. A particular focus will be on creative ways to engage people in multifamily housing since most of the residents in the Engagement Area are tenants and many are subletters.

The Project will conduct a technical feasibility study that considers nature-based, hybrid, and hard infrastructure sea level rise adaptation measures. These will include but not be limited to consideration of the full range of nature-based solutions such as ecotone levees and subtidal habitat restoration, green-grey riprap, and traditional engineered solutions such as sea walls and a tide gate at the mouth of the Canal. Through the technical feasibility study and collaborative community planning process, a minimum of at least one project will be identified for further development and implementation.

Additionally, the Project will produce community-developed policy language for the City's multi-hazard climate adaptation plan, and potentially other plans and documents such as a proposed neighborhood plan, housing plan, and other General Plan-related documents.

The Project will simultaneously model a collaborative planning process that elevates the community's role in decision-making, adaptation planning work, and other critical local policy decisions. Providing funding for staff at two community-based organizations will build capacity at each to engage fully in the project and advocate on behalf of their constituents.

The City will be responsible for coordinating with the Conservancy to keep them informed about the project status. The City will manage the budget, schedule, requests for disbursement, and other project management activities.

The City will be part of a larger, collaborative Project Team that includes the Canal Alliance, Multicultural Center of Marin, and the County of Marin. The Project Team will meet regularly to coordinate on the project strategy, review documents, prepare for meetings, and initiate and respond to communications with the public and other partners.

Throughout the course of the project there will be multiple opportunities for interested residents, business leaders, agencies, and others to participate and craft the community-led planning process. The intention of this goal is to deepen, broaden, and enhance community participation and that will be at the center of all activities over the coming years.

ANALYSIS:

Over the past several years the City, community organizations, and other agencies have made significant progress understanding the implications of rising water levels. This grant will allow the City, partners, and residents to dive deeper into understanding the implications, debate potential solutions, and prioritize short-term actions. Most importantly, this project will help broaden the conversations around these issues to increase the participation of residents living in the Canal neighborhood who are some of the most exposed to the negative consequences of sea level rise.

This grant does not require a direct match from the City; however, staff time and use of community facilities such as the Albert J. Boro Community Center will be provided as in-kind match to facilitate the successful completion of this project over the next three years. Without action, sea level rise is expected to negatively impact communities, housing, businesses, and major infrastructure in the next several decades. Accepting this grant could help the City avert these negative consequences by proactively identifying adaption measures that will help protect the

community in the coming years.

FISCAL IMPACT: If the grant is accepted, funds would be appropriated in Project #31100 in the amount of \$700,000 from the Coastal Conservancy and \$62,000 from the Marin Community Foundation for a total appropriated amount of \$762,000.

The matching funding for this grant (\$138,000) is in the form of in-kind staff time and use of facilities over the three-year grant period. The match is primarily the time of the City's Climate Adaptation and Resilience Planner, who would be working on these issues in the absence of this grant as well. This position is included in the Sustainability Division's budget in the General Fund. There is no cash match requirement for this grant.

OPTIONS:

The City Council has the following options to consider relating to this item:

1. Adopt the resolution as presented.
2. Adopt the resolution as amended.
3. Direct staff to return with additional information.

RECOMMENDED ACTION:

Adopt a resolution accepting the grant of funds from the State Coastal Conservancy and Marin Community Foundation for the Canal Community Resilience Planning Project and appropriating funds in the amount of \$762,000 for project #31100.

ATTACHMENTS:

1. Resolution
2. Grant workplan submitted to the State Coastal Conservancy
3. Grant budget submitted to the State Coastal Conservancy

RESOLUTION NO.

A RESOLUTION ACCEPTING THE GRANT OF FUNDS FROM THE STATE COASTAL CONSERVANCY AND MARIN COMMUNITY FOUNDATION FOR THE CANAL COMMUNITY RESILIENCE PLANNING PROJECT AND APPROPRIATING FUNDS IN THE AMOUNT OF \$762,000 FOR PROJECT #31100

WHEREAS, the Legislature of the State of California has established the State Coastal Conservancy (“Conservancy”) under Division 21 of the California Public Resources Code, and has authorized the Conservancy to award grants to public agencies and nonprofit organizations to implement the provisions of Division 21; and

WHEREAS, the Conservancy awards grants for projects that it determines are consistent with Division 21 of the Public Resources Code and with the Conservancy’s Strategic Plan and that best achieve the Conservancy’s statutory objectives, in light of limited funding; and

WHEREAS, at its September 22, 2022 meeting, the Conservancy adopted a resolution authorizing a grant of up to \$700,000 to the City of San Rafael (“grantee”) for the Canal Community Resilience Planning Project (“the project”). The resolution was adopted by the Conservancy pursuant to and is included in the Conservancy September 22, 2022 staff recommendation, a copy of which is on file with the grantee and with the Conservancy; and

WHEREAS, the Conservancy requires that the governing body of the grantee certify through a resolution that it approves the award of Conservancy grant funding and authorizes the execution by a representative of the grantee of a grant agreement on terms and conditions required by the Conservancy grant agreement number 22-057; and

WHEREAS, the Marin Community Foundation has also decided to award an additional \$62,000 to support this same project.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Rafael hereby:

1. Accepts the award of grant funding from the Conservancy and Marin Community Foundation for the project.
2. Acknowledges that it has or will have sufficient funds to complete the project and, if any property is acquired as part of the project to operate and maintain the property, and, if any facilities are constructed as a part of the project, to operate and maintain the facilities for a reasonable period, not less than the useful life of the facilities.
3. Agrees to be bound by all terms and conditions of the grant agreement and any other agreement or instrument as may be required by the Conservancy and as may be necessary to fulfill the terms of the grant agreement and to complete the project.
4. Authorizes the City Manager or their designee to act as a representative of the City, to negotiate and execute on behalf of the City all agreements and instruments necessary to complete the project and to comply with the Conservancy’s grant requirements, including, without limitation, the grant agreement.
5. Appropriates funds in the amount of \$762,000 from Project #31100 to be spent on the grant work plan agreed upon with the two grant funders.

I, Lindsay Lara, 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 San Rafael City Council held on the 21st day of November 2022, by the following vote to wit:

AYES:

NOES:

ABSENT:

LINDSAY LARA, City Clerk

WORK PROGRAM

Grantee City of San Rafael

Project Name Canal Community Resilience Collaboration

SCC Grant Agreement # 22-057

Date October 24, 2022 to March 31, 2025

I. PROJECT DESCRIPTION

The purpose of this Project is to conduct a community-informed technical feasibility study of sea level rise adaptation options along the greater Canal District shoreline of San Rafael (“Project Study Area”). It will include robust engagement in our priority equity community census tracts (“Primary Engagement Area”) to ensure that underrepresented community members have a voice and that inclusive decision-making guides the process. The City of San Rafael (Grantee) will work with the County of Marin and community-based organization (CBO) project partners Canal Alliance and Multicultural Center of Marin (“Project Team”) to build capacity of the two organizations by hiring one staff person per organization to help lead the project and develop culturally relevant community engagement methods for these census tracts, which have been identified as most vulnerable by the Bay Conservation and Development Commission’s 2020 Regional Sea Level Rise Vulnerability and Adaptation Study.

Geographically, the Project Study Area is the entire shoreline area within the boundaries of City of San Rafael and can be loosely framed by downtown on the west, the Richmond-San Rafael Bridge to the east, and McNears Beach to the north. The Project Study Area includes both sides of the San Rafael Canal.

The Project will conduct a technical feasibility study that considers nature-based, hybrid, and hard infrastructure sea level rise adaptation measures within the Project Study Area. These will include but not be limited to consideration of the full range of nature-based solutions such as ecotone levees and subtidal habitat restoration, green-grey riprap, and traditional engineered solutions such as sea walls and a tide gate at the mouth of the Canal. Through the technical feasibility study and collaborative community planning process, a minimum of at least one project will be identified for further development and implementation.

Additionally, the Project will produce community-developed policy language for the City’s multi-hazard climate adaptation plan (currently in development, anticipated completion in spring 2025), and potentially other plans and guiding documents such as a proposed neighborhood specific plan, housing plan or strategy, and other General Plan-related documents.

The Project will simultaneously prototype and model a collaborative planning process that elevates the community’s role in decision-making to be used in future resilience and

adaptation planning work and other critical local policy decisions. Providing funding for staff at two community-based organizations will build capacity at each to engage fully in the project and advocate on behalf of their constituents. An effectiveness evaluation will summarize the process and guide future engagement efforts for the City and County.

II. SCOPE OF WORK

Task 1 Project Management

The Grantee will coordinate with the Conservancy Project Manager to keep them informed about the status of the Project. Grantee will manage the budget and schedule, submitting requests for disbursement, and other project management activities. Before hiring subcontractors for work under this grant agreement, Grantee will submit subcontractor qualifications to perform specified tasks for the review and approval of the Conservancy Project Manager. In the progress reports, the Grantee shall document all subcontractor activities, deliverables completed, progress, issues, and proposed resolutions.

Subtask 1.2 Project Team Management

The Grantee is part of a collaborative Project Team that includes two CBOs– Canal Alliance and Multicultural Center of Marin (MCM) – and the County of Marin. While all team members have long supported work in the community, working together on this effort will require coordination as we establish stronger networks and trust with each other and the community. The Project Team will meet regularly to coordinate on the project strategy, review documents, prepare for meetings, and initiate and respond to communications with the public and other partners.

Task 1 Deliverables: progress reports, invoices, and subcontract documentation

Task 2 Community-Informed Technical Feasibility Study

Complete a community-informed technical feasibility study to evaluate nature-based, hybrid and hard infrastructure options that can increase community resilience to sea level rise and flooding in the Project Study Area. The options will reflect community priorities and technical feasibility, with at least one project option identified along with specific recommendations for further project development and implementation (i.e., considerations for landowner approval, project lead for CEQA and permitting, etc.).

Subtask 2.1: Confirm study area and selected sea level rise scenarios

The Canal Community Resilience Collaboration study area consists of two nested scales: geographic and social. Geographically, the Project Study Area is the entire shoreline area loosely framed by downtown on the west, the Richmond-San Rafael Bridge to the east, and the McNears Beach to the north in order to develop comprehensive solutions at the operational landscape unit scale. Specific project boundaries will be confirmed by the Steering Committee (Task 4.3). Socially, the study's focal community Engagement Area is the Canal Neighborhood, census tracts 1122.03 and 1122.04.

The Project will begin with consideration of the six sea level rise scenarios used in the 2017 BayWAVE Vulnerability Assessment:

BayWAVE Scenarios	Sea Level Rise	+100-year storm
Near-term (approx. 2030)	10 inches	46 inches (3.8 feet)
Mid-term (approx. 2050)	20 inches	56 inches (4.7 feet)
Long-term (approx. 2100)	60 inches	96 inches (8 feet)

Working with the technical consultants, the City will confirm which of the BayWAVE sea level rise scenarios-- or other additional scenarios--best capture current, near-term, mid-term, and long-term impacts to the Project Study Area and carry that specific subset of scenarios forward throughout the Feasibility Study.

Task 2.1 Deliverables: Study area maps; memo confirming sea level rise scenarios with high level summary of the sea level rise scenarios selection process

Subtask 2.2: Confirm identified vulnerable assets

Build on prior work completed in the BayWAVE Vulnerability Analysis, San Rafael Sea-Level Rise Adaptation Study (ESA 2020), and other regional studies to confirm physical asset vulnerabilities within the study area for the selected sea level rise scenarios. Confirmation of asset vulnerabilities will include a comprehensive consideration of stormwater, drainage, existing flooding, and future sea level rise, in dialogue with City of San Rafael Department of Public Works. The community will review vulnerable assets identified in BayWAVE and other prior work and add any physical asset vulnerabilities not already identified.

Task 2.2 Deliverables: Inventory of vulnerable assets; maps by asset type and SLR scenario as well as visuals developed for public engagement

Subtask 2.3: Identify and describe possible adaptation measures at different planning horizons

Work with technical consultant to develop culturally relevant and non-technical visual materials that engage the community and clearly depict a broad range of possible nature-based, hybrid, and hard infrastructure adaptation measures. The materials will show how each measure relates to combined sea level rise and flooding levels, so the community understands “what works when and where”. Communicate the broad benefits, limitations, and tradeoffs of these different options, providing information about:

- level of fluvial and tidal flood protection
- effectiveness at different planning horizons
- spatial and ecological requirements
- construction cost estimates
- permitting requirements (to demonstrate feasibility)

- public access, ecology, and other co-benefits identified by the community and technical consultant, e.g., neighborhood beautification, transit network resilience, etc.
- potential threats and benefits to community posed by each adaptation measure including flooding risks, catastrophic risks associated with infrastructure failure, and non-structural threats like gentrification, economic losses, and other negative economic impacts

Task 2.3 Deliverables: Draft and revised lists of adaptation co-benefits; graphic renderings of a range of adaptation measures or combinations of measures accompanied by plain-language written descriptions of each measure or combinations of measures; matrix or other document presenting tradeoffs.

Subtask 2.4: Refine and analyze list of adaptation measures based on community input

Winnowing the broad range of adaptation measures to a narrower set for detailed analysis will depend on community priorities informed by technical analyses, feedback from the Steering and Technical Advisory Committees, regulatory feasibility, and alignment with City plans and priorities. For example, what time horizon should the City and County plan for in this community? What level of flooding is acceptable and what should be addressed immediately? The goal would be to identify flood impacts of concern to the community, both spatially and temporally.

During this Project, the broad set of possible adaptation measures will be refined and developed into more detailed analyses based on the community's expressed priorities and community discussions with technical consultants and the Project Team about the feasibility of and tradeoffs across different measures. The community will engage on a series of measures that address sea level rise over time and spatially along the stretches of shoreline. Place-based renderings would support informed discussion about the measures. "Adaptation pathways" or other tools that show when critical decision-points require a change in plan based on thresholds like water levels and preferred near-term adaptation measures could demonstrate trade-offs and assumptions about future risks.

Summary materials will be prepared to capture design decisions made by the community, including preferences that may eliminate other future choices. These summary materials will also include information on the other aspects of project prioritization including ecological performance and regulatory feasibility. Documentation of community decisions and project prioritization will remain important beyond this grant-funded process.

The consultant team will then research, prepare, and scope at least one spatially-specific measure identified through community input for further design. The team will assemble

technical and other background documents to assist the city with preparation of a scope of work for undertaking 30% design in a future project phase. Documents will include guidance regarding assumptions, gaps, and constraints with the feasibility of all measures recommended by the community.

A draft and final study will summarize the benefits, limitations, and tradeoffs presented by the measures or suites of measures for the list of considerations in Task 2.3 (i.e., physical flood protection, economic, regulatory, public access, ecological). For areas of shoreline where consensus or input is limited, the consultant would identify measures that fill gaps to ensure continuity of protection consistent with community input elsewhere along the shoreline.

2.4 Deliverables: Summary documentation of community input and project prioritization; Draft Community-Informed Technical Feasibility Study; Final Community-Informed Technical Feasibility Study. A minimum of one sea level rise adaptation measure completed to conceptual design level (to include considerations developed in Task 2.3).

Task 3 Staff and Partner Training

The Project Team will organize, attend, and lead trainings to promote competencies in the foundational areas of this project: sea level rise (including causes and impacts, Adaptation Pathways, and nature-based solutions), equitable community engagement, and cultural competency.

Subtask 3.1 Sea Level Rise Training

Grantee will work with County of Marin DPW staff to develop and conduct a series of (6) trainings on the causes and implications of sea level rise, flooding, time scales, compounding effects, and the Adaptation Pathways approach to planning for sea level rise impacts. All relevant Project Team staff and community partners will be provided the training.

Subtask 3.2 Equitable Community Engagement Training

A minimum of (3) trainings specific to inclusive and equitable community engagement will be organized and conducted by the CBOs, with MCM taking the lead. MCM has experience in this realm and will build upon their past efforts to formalize curriculum and training materials. Trainings will be attended by all staff on the Project Team as well as from other relevant stakeholders.

Subtask 3.3 Cultural Competency Training

A minimum of (3) Cultural Competency Trainings specific to the residents of the Canal will be organized and conducted by the two CBOs with MCM taking the lead. MCM has experience in this area and will build upon prior efforts with a particular focus on the Project. Language, culture, norms, perceptions, and empathy training will be included, with a focus on the immigrant experience of people from Guatemala, Mexico, and Vietnam living in San Rafael. These will include information on the variety of affinity groups, resources, programs, and service providers currently engaged with residents. Trainings will be primarily focused on City and County staff and open to other government agencies and stakeholders.

Task 3 Deliverables: copies of training materials; cultural competency protocols; list of staff and project partners trained

Task 4 Community Engagement

The Project Team will develop an engagement strategy and refine the timeline and schedule, conduct stakeholder mapping, identify key community partners, identify community resources for meeting facilitation and support, design materials, develop creative means of communication and documentation of the project, conduct workshops and trainings, develop a community Steering Committee, and develop questions and content for focus groups, surveys, and other community events and groups. This work will all be informed by the lessons from trainings in Tasks 3.1, 3.2 and 3.3. The Project Team will work closely with the feasibility study consultant to develop culturally appropriate and understandable materials for ongoing feedback and input into the study.

Subtask 4.1 Community Development

Canal Alliance and Multicultural Center of Marin serve the Canal community through a range of services and expertise. They are trusted organizations in the community and understand that sea level rise threats require engaged community decision-making. The experience during the pandemic continually demonstrated how much extra time and effort it took to get key messages into the community. No one outreach source is adequate. Residents come from many different backgrounds and cultures and speak several languages. Of critical importance to issues of land use and planning is the ability to have time, access, and knowledge of complex issues. It is essential for governments and CBOs to spend adequate time meeting people where they are, understanding the needs, values, and cultural milieu of the various subpopulations in a community, and creating materials and processes that work for them. The two CBO partners in this grant application are clear that although they serve this community directly, they do not represent the community per se and that something as significant as adaptation planning will require developing community ambassadors and a capacity within the community to be part of the decision-making.

To accommodate this critical need, each organization will hire one new part-time staff to build subject-matter expertise on sea level rise and engage with the community. These new staff members will work collaboratively with the City, County, and consultant for the feasibility study to conduct robust community engagement for the project.

The Project Team will work with the technical consultant to conduct stakeholder mapping to identify community champions, influencers, resources, affinity groups, and others that should be engaged at different levels throughout the Project. This will include the wide range of demographics represented in the area with a specific focus on the two primary equity census tracts conducted in three languages. It will include representation from the broader study area, as well as other relevant agencies and stakeholders, such as utilities and state and federal agencies.

The Project Team and technical consultant will refer to the stakeholder mapping and schedule interviews with key stakeholders to refine outreach strategies for the Project. Outreach strategies may include printed visuals (flyers, maps, etc.), electronic media, video content, block parties, volunteer ambassadors, school programming and classroom materials, and participation in existing community events. A particular focus will be on creative ways to engage people in multifamily housing since most of the residents in the Engagement Area are tenants and many are subletters.

Presentations, participation at existing community events, and community block parties will be conducted to get input on the project at different stages and to identify the best methods of engagement as the project unfolds. Community outreach will be carried out collaboratively between the two CBOs and by the consultant, with City and County support, while in others there will be a clear delineation based on constituencies and core competencies. For example, Canal Alliance will lead engagement in multifamily housing and schools, while MCM will lead the video, radio, and other digital media development.

4.1 Deliverables: stakeholder mapping; copies of outreach materials from community events (minimum 4) and large-scale engagements like block parties (minimum 2), including translated materials; documentation of creative communications (such as links to social media account postings, photos and video recordings, project website link, list of trained volunteers, or other engagement products)

Subtask 4.2 Focus Groups

A minimum of (6) focus groups consisting of stakeholders from the underrepresented census tracts in the Engagement Area will be conducted throughout the Project. Focus Groups will elevate people's concerns and thoughts regarding community resilience and methods of engagement to help guide the sea level rise planning process. The Project Team will engage a professional communications consultant to help conduct the focus groups. Initial focus groups identifying community values, inclinations, and educational needs on key project topics will be led by MCM. Later focus groups on the draft feasibility study and

housing security in relationship with climate adaptation will be led by Canal Alliance. Focus group participants will be carefully chosen to ensure representation from residents that might not otherwise be easily engaged as identified through the stakeholder mapping process.

4.2 Deliverables: focus group attendance rosters; report on findings covering a minimum of (6) Focus Group sessions.

Subtask 4.3 Steering Committee

MCM will take the lead and work with the other Project Team partners to organize and coordinate a community Steering Committee for the Project that includes representation from the greater Project Study Area. The Steering Committee will provide ongoing oversight for the Project. They will learn about sea level rise and flood impacts and solutions, guide the project, and guide the inclusion of community feedback into the feasibility study. They will receive reports and presentations from the feasibility consultant and provide input. Training will be provided to Steering Committee members throughout the process. The Steering Committee will meet monthly during the early stages of the engagement to review consultant candidates and inform the scope of work for the feasibility study, then will meet every other month for the duration of the project. Committee members who identify the need will be provided stipends to participate and will be expected to contribute 8-10 hours per month to the project including attending regular meetings and some community engagements as well as reviewing materials and providing comments.

4.3 Deliverables: Steering Committee membership roster; meeting agendas, attendance logs, and meeting notes.

Subtask 4.4 Community Workshops

Throughout the process the Project Team will collectively conduct at least 8 larger community workshops in multiple languages to engage the community in the process of the feasibility study. The Project Team will work closely with the feasibility study consultant to decide on and design content to provide participants with meaningful opportunities to contribute and provide feedback. Earlier workshops will be used to help refine the focus of the consultant, while later workshops will be geared toward identifying recommendations and priorities for future implementation. These workshops will be done collaboratively by the full Project Team.

4.4 Deliverables: draft and final copies of workshop presentation materials

Subtask 4.5 Technical Advisory Committee

City of San Rafael will take the lead and work with the other Project Team partners to organize and coordinate a Technical Advisory Committee (TAC) for the Project. The TAC will include experts in topics such as sea level rise adaptation planning, nature-based shoreline project implementation, and estuarine ecology. The TAC will inform the scope of work for

the feasibility study, be engaged in the selection of the technical consultant team and provide review and feedback on technical analyses and interim technical deliverables at key junctures throughout the Feasibility Study process. TAC members will not be provided stipends. However, should the Project Team be unable to find local expertise in ecological engineering or another key technical aspect a subject matter expert may be hired to fill the role.

4.5 Deliverables: Technical Advisory Committee membership roster; meeting agendas, attendance logs, and meeting notes

Task 5 Local Plan Integration

The Project Team will work with City and County planning partners to develop and codify relevant outcomes and policy language to be included in the City's climate adaptation plan (being developed concurrently by the City of San Rafael), including but not limited to selected sea level rise scenarios and project or projects identified for further development. In addition, recommendations, priorities, and other outcomes will be assessed to identify inclusion in other City plans, strategies, and programs such as the Local Hazard Mitigation Plan (LHMP), Housing Element, or Safety Element of the City's General Plan.

Subtask 5.1 Present to City and County Leadership

Project Team will prepare and conduct presentations to the San Rafael City Council, Planning Commission, and other relevant bodies. This will include prepping the Steering Committee and working with the feasibility study consultant to prepare materials, catalogue feedback and integrate comments.

Subtask 5.2 Develop Policy Recommendations

The Project Team will work with the Steering Committee and consultant to develop final policy recommendations and integrate them into City policies, programs, plans, and implementation activities. Potential documentation may include the Citywide climate adaptation plan, General Plan, Local Hazard Mitigation Plan, Capital Improvement Program, or a neighborhood specific plan, among others.

Task 5 Deliverables: draft and/or adopted policy language and documents; links to presentation recordings

Task 6 Effectiveness Evaluation

The Project Team led by Canal Alliance and MCM will catalogue the project's engagement activities, delivery of technical information to stakeholders, and project outcomes to conduct an evaluation that can inform the City and County for ongoing community-driven planning. The evaluation will be a continuous part of the process to improve and inform

engagement strategies as the Project unfolds. It will also be summarized at the end of the Project in the form of a report to inform further planning and implementation efforts and will document the most and least effective techniques, trainings, and engagements, changes in the strategy based on learnings, and recommendations for improvement. Qualitative and quantitative evaluations will occur to determine which engagements provided the most feedback as well as where and when feedback carried forward into meaningful adjustments to the feasibility study and outcomes. The evaluation will include internal as well as external feedback through interviews with key stakeholders. It will also provide an analysis of the capacity building function of the Project and lessons learned for ongoing capacity building in the community and with the two CBOs.

Task 6 Deliverable: Effectiveness evaluation report

III. SCHEDULE

Work Completion Date: use date in Grant Agreement
 Final Request for Disbursement and Final Progress Report: use date in Grant Agreement
 Grant Termination Date: use date in Grant Agreement

The Grantee will submit project deliverables as listed in the schedule below. In the event the Grantee anticipates a delay in the project schedule, the Grantee shall inform the Conservancy Project Manager by email prior to the scheduled due date of that task or deliverable.

In the event the project cannot be completed prior to the completion date of the Grant Agreement, the Grantee shall request an extension by email, providing justification for the extension and a revised schedule of completion. There is no guarantee that the grant agreement will be extended.

Task Number	Task Title	Deliverable	Estimated Start Date	Estimated Completion Date
1	Project Management	Requests for Disbursement Copies of Subcontracts	Not Applicable	Monthly throughout the contract term
2	Technical Feasibility Study	Study, including drafts and community input & priorities for implementation	March 2023	November 2024
3	Staff and Partner Trainings	Training materials and documentation	October 2022	May 2023
4	Community Engagement	Engagement materials, outcomes, and documentation	October 2022	Dec 2024
5	Local Plan Integration	Documentation of policies and plans	March 2024	March 2025
6	Effectiveness Evaluation	Report	June 2024	March 2025

IV. BUDGET OVERVIEW

Task Number	Task Title	Coastal Conservancy Grant	Required Grantee Match *	Estimated Other Funding	Total Budget
1	Project Management	\$ 57,403	\$ 11,587	\$0	\$ 68,990
2	Technical Feasibility Study	\$ 365,694	\$ 1,953	\$0	\$ 367,647
3	Staff and Partner Trainings	\$ 5,193	\$ 18,611	\$0	\$ 23,804
4	Community Engagement	\$ 144,957	\$ 29,375	\$0	\$ 174,332
5	Local Plan Integration	\$ 23,923	\$0	\$60,000	\$83,923
6	Effectiveness Evaluation	\$ 11,050	\$0		\$ 11,050
	Indirect Costs (15%)	\$ 91,233	\$0		\$91,233
TOTAL		\$ 699,452	\$ 61,526	\$60,000	\$ 820,979

***Grantee Required Match**

Marin Community Foundation: \$61,526 of grant funding awarded May 2022.

California Department of Housing and Community development: \$60,000 Local Early Action Planning (LEAP) grant awarded 2021.

In-Kind Match:

City of San Rafael will provide \$ 137,584 of staff time as in-kind match to this project.

County of Marin DPW will provide \$ 70,742 of staff time as in-kind match to this project.

V. BUDGET DETAIL

5.1 Direct Costs

Direct costs to be billed to this project include the following:

- **Translation services:** Spanish and Vietnamese translation of targeted project materials, as well as active Spanish and Vietnamese translation at community events, Steering Committee meetings, and Focus Group sessions.
- **Childcare services:** provided at community workshops and focus group sessions to facilitate equitable community engagement.
- **Participation Stipends:** provided to Focus Group and Steering Committee members who self-identify as needing financial compensation.
- **Printing:** for community engagement materials, educational resources, etc.
- **AV equipment rentals/table rentals/space rentals:** for hosting community events
- **Technical Feasibility Study:** this study will be contracted out by City of San Rafael. Scope of services for this \$350,000 study shall include technical sea level rise adaptation

expertise as well as additional translation services, graphics development and production/printing, and meeting facilitation support.

Food costs for community engagement events will NOT be billed to SCC. This direct cost will be covered by non-SCC project funding.

5.2 Travel Costs

Travel costs for the grantee and any subcontractors must be billed at State rates which can be found [at this link](#).

5.3 Indirect Costs

Consistent with the City of San Rafael's indirect cost rate and SCC's overhead recovery limit, indirect costs will be billed at a rate of 15% of total grant cost.

VI. SUBCONTRACTORS

Grantee may award subcontracts, as necessary, to qualified consultants or other agencies. Prior to subcontractor initiating work under this agreement, the Grantee shall submit subcontractor qualifications along with a summary of tasks and deliverables to be completed by the subcontractor to Project Manager for approval. These will be reviewed for approval by the Conservancy Project Manager.

Canal Alliance: Canal Alliance primarily serves immigrants in the underrepresented census tracts in the Canal Neighborhood of San Rafael. As one of the main CBO's serving the neighborhood, they work to better conditions for residents in the area, with a primary focus on Latinx and Spanish speaking residents. Their deep community ties, success in advocacy for their constituents, and focus on policy and housing security positions them well as a Project Team partner in this Project.

<https://canalalliance.org/>

Multicultural Center of Marin (MCM): MCM serves the wide variety of underrepresented residents of Marin County, with a particular focus on immigrants in the Canal Neighborhood of San Rafael. MCM engages residents in Spanish and Vietnamese as well as immigrants who primarily speak indigenous languages from Central America and is the lead engagement entity for the Tiscornia Marsh Project, a wetlands restoration project in the Canal Neighborhood. They convene the Canal Community Resilience Council and have years of experience with issues of sea level rise and equitable engagement, which makes them an ideal Project Team partner for this Project.

<https://multiculturalmarin.org/>

Adaptation Planning Technical Consultant (TBD): Through a competitive RFP process, City of San Rafael will secure an adaptation planning consultant to develop and deliver the

community-informed technical feasibility study described in Task 2 above. Key competencies for the selected firm must include:

- coastal engineering expertise in both hard infrastructure and nature-based adaptation measures
- project cost estimating expertise in both hard infrastructure and nature-based adaptation measures
- estuarine ecological expertise (ideally from practitioners who have designed and/or monitored shoreline projects)
- shoreline project permitting experience
- sea level rise adaptation planning
- robust graphic design abilities
- public meeting design and facilitation skills
- translation capacity for Spanish and Vietnamese.

Professional Facilitator (TBD): Professional facilitation assistance will be contracted by City of San Rafael, specifically to support development and delivery of the project's Focus Group sessions.

VII. PLAN FOR ACKNOWLEDGMENT

City of San Rafael will acknowledge Conservancy funding in community workshops hosted throughout the project, project press and promotional materials circulated by the City and County, and website content. Project publications will include written acknowledgement of Conservancy funding.

Please use the linked [Acknowledgement Plan](#) and [Logo Use guidelines](#). Your grant manager can also share these documents with you directly.

Photo Release: We encourage grantees to share photographs and other media demonstrating the benefits of Conservancy grants with us. Please note that unless otherwise stated, photographs and other media (including photographs of children and other vulnerable populations) shared with the Conservancy may be used for publicity and education by the Conservancy. Grantees should consider issues of copyright, consent, and privacy before sharing media with the Conservancy.

IV. BUDGET OVERVIEW

Directions: The budget needs to show the same task categories as the Scope of Work.

Task	Task Title	Coastal Conservancy			Total Budget
		Grant	Grantee Match* (MCF)	Estimated Other Funding	
1	Project Management	\$57,403	\$11,587	\$0	\$68,990
2	Technical Feasibility Study	\$365,694	\$1,953	\$0	\$367,646
3	Staff and Partner Trainings	\$5,193	\$18,611	\$0	\$23,804
4	Community Engagement	\$144,957	\$29,376	\$0	\$174,333
5	Local Plan Integration	\$23,923	\$0	\$60,000	\$83,923
6		\$11,050	\$0	\$0	\$11,050
	Indirect Costs (15%)**	\$91,233	\$0	\$0	\$91,233
TOTAL		\$699,452	\$61,526	\$60,000	\$820,978

* If required in grant agreement

* The Conservancy limits overhead recovery to a maximum of 15% of a grant. i.e., the indirect costs charged on labor can exceed 15%, as long as the indirect costs are below 15% of the total cost of the grant.



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Community Development

Prepared by: *Don Jeppson*
Don Jeppson, AIA CBO
Chief Building Official

City Manager Approval: *AS*

TOPIC: TRIENNIAL BUILDING CODE ORDINANCE AMENDMENTS

SUBJECT: ADOPTION OF AN ORDINANCE OF THE SAN RAFAEL CITY COUNCIL AMENDING TITLE 12 (BUILDING REGULATIONS) OF THE MUNICIPAL CODE OF THE CITY OF SAN RAFAEL, TO ADOPT BY REFERENCE THE 2022 EDITION OF THE CALIFORNIA BUILDING CODE, THE CALIFORNIA RESIDENTIAL CODE, THE CALIFORNIA MECHANICAL CODE, THE CALIFORNIA PLUMBING CODE, THE CALIFORNIA ELECTRICAL CODE, THE CALIFORNIA EXISTING BUILDING CODE, THE CALIFORNIA GREEN BUILDING CONSTRUCTION STANDARDS CODE, THE CALIFORNIA HISTORICAL BUILDING CODE, THE CALIFORNIA ENERGY CODE, AND THE CALIFORNIA REFERENCED STANDARDS CODE, WITH APPENDICES AND AMENDMENTS HEREIN; TO ADOPT BY REFERENCE THE 2021 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE INTERNATIONAL SWIMMING POOL AND SPA CODE, WITH AMENDMENTS HEREIN; ADOPTING ADMINISTRATIVE AND PROGRAM PROVISIONS FOR THE CODES; ADOPTING NEW CHAPTER 12.350 WITH ADMINISTRATIVE AND PROGRAM REGULATIONS ON GATE SAFEGUARDS; AND ADOPTING FINDINGS OF FACT SUPPORTING THE AMENDMENTS TO THE CODES

RECOMMENDATION:

Adopt the Ordinance of the San Rafael City Council Amending Title 12 (Building Regulations) of the Municipal Code of the City of San Rafael, to Adopt by Reference the 2022 Edition of the California Building Code, the California Residential Code, the California Mechanical Code, the California Plumbing Code, the California Electrical Code, the California Existing Building Code, the California Green Building Construction Standards Code, the California Historical Building Code, the California Energy Code, and the California Referenced Standards Code, with Appendices and Amendments Herein; to Adopt by Reference the 2021 Edition of the International Property Maintenance Code and the International Swimming Pool and Spa Code, with Amendments Herein; Adopting Administrative and Program Provisions for the Codes; Adopting New Chapter 12.350 with Administrative and Program Regulations on Gate Safeguards; and Adopting Findings of Fact Supporting the Amendments to the Codes.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

BACKGROUND:

The State of California Code of Regulations Title 24 construction codes are typically updated and published on a three-year cycle. The California Building Standards Commission publishes the tri-annual codes and State law mandates that these codes become effective throughout California 180 days after the publication date. For this latest cycle, the publication date was July 1, 2022, meaning that the current cycle of State construction codes becomes effective on January 1, 2023. This is done to foster uniformity in fire prevention, life/safety and construction standards statewide. Local jurisdictions are permitted to further amend the published codes based on and to suit local climatic, geological, or topographical conditions.

The proposed ordinance adopts the latest version of California Title 24 construction codes. Specifically, this includes the 2022 California Building Code, the 2022 California Residential Code, the 2022 California Mechanical Code, the 2022 California Plumbing Code, the 2022 California Electrical Code, the 2022 California Existing Building Code, 2022 California Green Building Standards Code, the 2022 California Historical Building Code, the 2022 California Energy Code, the California Referenced Standard Code, the 2021 International Property Maintenance Code, and the 2021 International Swimming Pool and Spa Code with appendices and local amendments. State law mandates that these codes become effective statewide on January 1, 2023, with or without the incorporation of local jurisdiction amendments. Building permit applications filed with the City prior to January 1, 2023 would be subject to the currently-adopted codes and City ordinance.

The purpose of the codes is to establish the minimum requirements to safeguard the public health, safety and general welfare through requirements for structural strength, means of egress, access for persons with disabilities, sanitation, adequate lighting and ventilation, and energy conservation; and to provide safety to fire fighters and emergency responders during emergency operations. Below is a summary of each of these codes:

2022 California Building Code: The provisions of this code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

2022 California Residential Code: The provisions of this code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, removal and demolition of detached one- and two-family dwellings and townhouses not more than three stories above-grade in height with a separate means of egress and their accessory structures not more than three stories above the grade plane in height.

2022 California Mechanical Code: The provisions of this code shall apply to the installation, alteration, repairs and replacement of mechanical systems, including equipment, appliances, fixtures, fittings, and appurtenances, including ventilating, heating, cooling, air conditioning and refrigeration systems, incinerators, and other energy related systems.

2022 California Plumbing Code: The provisions of this code shall apply to the installation, alteration, repairs and replacement of plumbing systems, including equipment, appliances, fixtures, fittings, and appurtenances, where connected to a water or sewage system, gas system, and all aspects of medical gas system.

2022 California Electrical Code: The provisions of this code shall apply to the installation and removal of electrical conductors, equipment, and raceways; signaling and communications

conductors, equipment, and raceways; and optical fiber cables and raceways to public and private properties, including yards, lots, parking lots, buildings, structures, mobile homes, recreational vehicles, and floating buildings.

2022 California Existing Building Code: The provisions of this code provide flexibility to permit the use of alternative approaches to achieve compliance with minimum requirements to safeguard the public health, safety and welfare insofar as they are affected by the repair, alteration, change of occupancy, addition and relocation of existing buildings. This code shall apply to the repair, alteration, change of occupancy, addition and relocation of all existing buildings, regardless of occupancy.

2022 California Historical Building Code: The provisions of this code provide regulations for the preservation, restoration, rehabilitation, relocation or reconstruction of buildings or properties designated as qualified historical buildings or properties. The intent is to facilitate and provide cost effective solutions for the preservation and continuing use of historical buildings or properties, while providing reasonable safety for building occupants and access for persons with disabilities.

2022 California Energy Code: The provisions of this code shall set minimum efficiency requirements for new and renovated buildings, assuring reductions in energy use and emissions over the life of the building.

2022 California Green Building Construction Standards Code: The provisions of this code improve public health, safety and general welfare by enhancing the design and construction of buildings through use of building concepts having a reduced negative impact or positive environmental impact and encouraging sustainable construction practices.

2022 California Referenced Standards Code: The provisions of this code provide construction standards.

2021 International Property Maintenance Code: The provisions of this code shall apply to all existing residential and nonresidential structures and all existing premises and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

2021 International Swimming Pool and Spa Code: The provisions of this code shall apply to the construction, alteration, movement, renovation, replacement, repair and maintenance of aquatic recreation facilities, pools, and spas. The pools and spas covered by this code are either permanent or temporary and shall be only those that are designed and manufactured to be connected to a circulation system and that are intended for swimming, bathing or wading. The purpose of this code is to establish minimum standards to provide a reasonable level of safety and protection of life, health, property and public welfare by regulating and controlling the design, construction, installation, quality of materials, location and maintenance or use of pools and spas.

On November 7, 2022, the City Council introduced the ordinance and set the public hearing on the proposed ordinance at the next regularly scheduled meeting of the City Council on November 21, 2022, a procedure required because the ordinance is adopting various adopted State codes by reference, with appropriate local amendments, per Government Code Sections 50022.1 through 50022.10.

ANALYSIS:

Most of the proposed local amendments are carried over from previous years. In addition, section 12.105.050 amends the duration of building permits from every six months with passed inspections, to a fixed two-year period and minor building permits to a fixed six month period. The amendment also provides option to renew a permit and a grace period for expired permits. This change will streamline the expiration process and management, making it clear for our applicants when the permit will expire and what needs to be done when the permit expires. There are minor language changes to section 12.109.040 tying fees to the City's master fee schedule.

Section 3110 of the 2022 California Building Code (SRMC Section 12.200.020) is amended to add safeguards to manual gates, and a new Chapter 12.350 is added to provide administrative and program regulations on gate safeguards. These changes are proposed following the death of a child who was killed by a rolling gate in San Rafael in December 2019. The Chief Building Official and the City Attorney have been working with the family and their consultants to develop a standard and amendments to protect our community and prevent this from happening again. The new Chapter 12.350 requires existing gates to be retrofitted by 2025 and property owners are to have their gates inspected once every five years to ensure the gates are maintained to prevent injuries or deaths. It is anticipated the Chief Building Official and the City Attorney will have a short presentation scheduled for the meeting of the City Council on November 21, 2022.

The proposed ordinance recommends the City adopt the California Green Building Construction Standards as proposed by the State. Further review of the proposed Marin County Reach Codes is needed before staff can bring a recommendation to the City Council. Other amendments for energy or green building standards will be brought to the City Council under a separate ordinance. This direction is consistent with the action taken by the Council at the last code adoption hearings in 2013, 2017 and 2019. Staff may bring a recommendation to adopt additional Reach Codes to the City Council some time in 2023 for consideration.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

ENVIRONMENTAL REVIEW:

It has been determined that the proposed ordinance amendments are covered by the 'general rule' that the California Environmental Quality Act (CEQA) applies only to projects which have the potential to cause a significant, physical environmental impact. Pursuant to CEQA Section 15061(b)(3), the ordinance amendments are not subject to environmental review.

RECOMMENDED ACTION:

Adopt the Ordinance of the San Rafael City Council Amending Title 12 (Building Regulations) of the Municipal Code of the City of San Rafael, to Adopt by Reference the 2022 Edition of the California Building Code, the California Residential Code, the California Mechanical Code, the California Plumbing Code, the California Electrical Code, the California Existing Building Code, the California Green Building Construction Standards Code, the California Historical Building Code, the California Energy Code, and the California Referenced Standards Code, with Appendices and Amendments Herein; to Adopt by Reference the 2021 Edition of the International Property Maintenance Code and the International Swimming Pool and Spa Code, with Amendments Herein; Adopting Administrative and Program Provisions for the Codes; Adopting New Chapter 12.350 with Administrative and Program Regulations on Gate Safeguards; and Adopting Findings of Fact Supporting the Amendments to the Codes.

ATTACHMENT:

1. Ordinance

ORDINANCE NO.

AN ORDINANCE OF THE SAN RAFAEL CITY COUNCIL AMENDING TITLE 12 (BUILDING REGULATIONS) OF THE MUNICIPAL CODE OF THE CITY OF SAN RAFAEL, TO ADOPT BY REFERENCE THE 2022 EDITION OF THE CALIFORNIA BUILDING CODE, THE CALIFORNIA RESIDENTIAL CODE, THE CALIFORNIA MECHANICAL CODE, THE CALIFORNIA PLUMBING CODE, THE CALIFORNIA ELECTRICAL CODE, THE CALIFORNIA EXISTING BUILDING CODE, THE CALIFORNIA GREEN BUILDING CONSTRUCTION STANDARDS CODE, THE CALIFORNIA HISTORICAL BUILDING CODE, THE CALIFORNIA ENERGY CODE, AND THE CALIFORNIA REFERENCED STANDARDS CODE, WITH APPENDICES AND AMENDMENTS HEREIN; TO ADOPT BY REFERENCE THE 2021 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE INTERNATIONAL SWIMMING POOL AND SPA CODE, WITH AMENDMENTS HEREIN; ADOPTING ADMINISTRATIVE AND PROGRAM PROVISIONS FOR THE CODES; ADOPTING NEW CHAPTER 12.350 WITH ADMINISTRATIVE AND PROGRAM REGULATIONS ON GATE SAFEGUARDS; AND ADOPTING FINDINGS OF FACT SUPPORTING THE AMENDMENTS TO THE CODES.

THE CITY COUNCIL OF THE CITY OF SAN RAFAEL DOES ORDAIN AS FOLLOWS:

DIVISION 1. AMENDMENTS TO TITLE 12 OF THE MUNICIPAL CODE.

Section 1. Adoption of and Amendments to Construction Codes.

Section 12.100.010 of the Municipal Code of the City of San Rafael is hereby replaced in its entirety and amended to read as follows:

12.100.010 Adopted codes. The following recognized codes are hereby adopted by City of San Rafael together with the supplements, listed changes, additions and deletions as noted:

1. 2022 Edition, California Building Code (“CBC”), chapters 2 through 28, 30, 31, 32, 33, 35 and Appendices C, H, I, N and O.
2. 2022 Edition, California Electrical Code (“CEC”).
3. 2022 Edition, California Energy Code (“CEgC”).
4. 2022 Edition, California Existing Building Code (“CEBC”), chapters 2 through 16 and Appendices.
5. 2022 Edition, California Green Building Construction Standards Code (“CalGreen”), chapters 1 through 8 and Appendices A4 and A5.
6. 2022 Edition, California Historical Building Code (“CHBC”).
7. 2022 Edition, California Mechanical Code (“CMC”) chapters 2 through 17.
8. 2022 Edition, California Plumbing Code (“CPC”), chapters 2 through 17 and Appendices A, C, D, and I.
9. 2022 Edition, California Referenced Standards Code.
10. 2022 Edition, California Residential Code (“CRC”), chapters 2 through 10, chapter 44, and Appendices H, J, K, O, Q, R, S, T, and X.
11. 2021 Edition, International Property Maintenance Code (“IPMC”) chapters 1 through 8 and Appendix A.
12. 2021 Edition, International Swimming Pool and Spa Code (“ISPSC”), chapters 2 through 11.

Section 12.105.050 of the Municipal Code of the City of San Rafael is hereby amended to read as follows. Deletions are in strikethrough, and additions are in underline:

12.105.050 - Expiration. All building permits for the construction of buildings issued by the building official under the provisions of this code and the SRMC shall expire and become invalid ~~one hundred eighty (180) days~~ 24 months after the date of issuance. The building official is authorized to grant, in writing, one ~~(1)~~ or more extensions of time, for periods not more than ~~one hundred eighty (180) days~~ 24 months each. The extension shall be requested in writing and justifiable cause demonstrated. All other permits including permits issued for ~~grading, fences, equipment replacements,~~ and utilities, shall expire and become invalid ~~one hundred eighty (180) days~~ after the date of issuance.

All work authorized by a permit that has expired must stop and may only continue upon application for and approval of either a renewal of the expired permit or a new permit. Renewal of a permit is prohibited if the work authorized by a permit is not commenced and inspected within the permit period after issuance or if any permit is not renewed within the renewal grace period after expiration.

Exception: The building official may allow an invalid permit to be renewed only upon a determination by the building official that unforeseen and extraordinary circumstances are established by the applicant and the other provisions of this Section 12.105.050 are satisfied.

12.105.050.1 New permits. Any new permit issued for the same purpose will require a new application and payment of all permit fees as required by this code existing at the time of application for new permit. New permits shall be governed by this code and any other applicable policy, regulation or law, local, state or federal, existing at the time of application for new permit.

12.105.050.2 Renewals. Renewals of an expired permit must be applied for within the renewal grace period from the permit expiration date and all additional fees paid. A renewal may be granted in writing by the building official only if the building official is satisfied that justifiable cause exists for a renewal or a site inspection by the building official establishes that all work is within the scope and is authorized by the and the work is not complete. Renewals shall extend the time of the permit from the date of expiration of the original permit or the last renewal. The renewals shall have the same duration as the original permit.

Exceptions: If the building official is satisfied with proof from the applicant of his active military service that prevented timely completion of the authorized work, the building official may grant a one-time extension for a reasonable period of time not to exceed ~~two (2)~~ years at no cost to the applicant. If the authorized work is not completed within this extension of time, a renewal of the original permit, if possible hereunder, or a new permit will be required pursuant to the provisions of this code.

If at the time of expiration of the permit or its renewal the authorized work is in the final inspection stage as defined in Chapter 12.109, the building official may grant a one ~~(1)~~ ninety 90-day extension at no cost. If work under this extension is not completed within the ~~ninety (90)~~ days, a renewal of the original permit, if possible hereunder, or a new permit will be required pursuant to the provisions of this code.

12.105.050.3 Renewal limit. Permits may be renewed ~~three (3)~~ times. After the expiration of the third renewal, the applicant shall apply for a new permit.

12.105.050.4 Renewal Grace Period. Building permits shall have a grace period of not more than ~~twelve (12)~~ months from the expiration date of the permit. All other permits including ~~grading, fences, equipment replacements,~~ and utilities, shall have a grace period of not more than ~~three (3)~~ months from the expiration date of the permit.

Temporary permits for structures and uses shall not have a grace period and any extension to the permit shall comply with Chapter 12.107.

Section 12.109.040 of the Municipal Code of the City of San Rafael is hereby amended to read

as follows. Deletions are in strikethrough, and additions are in underline:

12.109.040 Plan review fees. When submittal documents are required by this code a plan review fee shall be paid at the time of submittal. The review fee shall be ~~a percentage of the building permit fees~~ in accordance with the Master Fee Schedule Resolution as adopted by the San Rafael City Council.

Section 12.109.050 of the Municipal Code of the City of San Rafael is hereby amended to read as follows. Deletions are in strikethrough, and additions are in underline:

12.109.050. ~~Investigative~~ Investigation fee. An investigation fee shall be collected in advance, whether or not a permit is then or subsequently issued, when any person ~~who~~ commences any work on a site, building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits ~~further set forth Section 114 hereof.~~ The investigation fee is further described in Chapter 12.114 hereof.

Chapters 12.200, 12.210, 12.220, 12.230, 12.235, 12.240, 12.245, 12.250, 12.255, 12.260, and 12.265 of the Municipal Code of the City of San Rafael are hereby replaced in their entirety and amended to read as follows:

CHAPTER 12.200 - CALIFORNIA BUILDING CODE AMENDMENTS

12.200.010 General. For purpose of this Chapter:

Deleted language from the base code has been ~~stricken through~~.
Added language to the base code has been underlined.

12.200.020 Amendments. The 2022 California Building Code is amended or modified as follows:

Amend Section 202 to read as follows:

The definition of "Kitchen or Kitchenette" is deleted and replaced in its entirety to read as follows:

KITCHEN. An area in which the preparation of food for eating occurs (that has provisions for cooking or heating of food; washing and storing of dishware and utensils; and refrigeration and storing of food).

The definition of "Substantial Remodel" is added to read as follows:

SUBSTANTIAL REMODEL. Substantial remodel shall mean the alteration of any structure which combined with any additions to the structure, performed within any three (3) year period, affects a floor area which exceeds fifty percent (50%) of the existing floor area of the structure. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for purposes of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings or exterior wall finishes.

Amend Section 903.2 to read as follows:

903.2 Where Required. Approved automatic fire sprinkler systems ~~in new buildings and structures~~ shall be provided in the locations described in Sections 903.2.1 through 903.2.12 and Sections 903.2.14 through 903.2.21 and in all of the following:

1. Newly constructed buildings or facilities, except detached Group U occupancies not more than one thousand (1,000) square feet in floor area and provided with exterior wall and opening protection as per Table 602 of the California Building Code.
2. Newly created, attached, second dwelling units which meet the definition of a substantial remodel.
3. All other existing buildings, fire sprinkler systems may be required by the fire chief in accordance with the following:
 - 3.1. All buildings where improvements occur during any three (3) year period which cumulatively meet the definition of a substantial remodel.
 - 3.2. All buildings, except R-3 occupancies, in excess of three thousand (3,000) square feet which have more than ten percent (10%) floor area added within any three (3) year period. Exceptions may be granted by the fire chief when alternate means of protection are installed as approved by the fire code official.
 - 3.3. A change in the use of a building that results in a higher fire or life safety hazard when the square footage of the area changing use is more than 50% of the square footage of the existing building.
 - 3.4. Where fire sprinklers are required by provisions of this code, they shall be extended throughout the building.
4. All public storage facilities. Exceptions may be granted by the fire chief when alternate means of protection are installed as approved by the fire code official
5. All tunnels used for the transportation of people or any type of vehicle.

The requirements for fire sprinkler systems in this code section are not meant to disallow the provisions for area increase, height increase, or fire-resistive-rated substitution if otherwise allowed by this code.

Exception [Unchanged.]

Sections 903.2.1 through 903.2.17. [Unchanged.]

Amend Section 903.2.18 by deleting the exception.

Section 903.2.19 through 903.2.21. [Unchanged.]

Amend Section 909.2 by adding the following sentence at the end of the paragraph:

Replacement of an existing smoke alarm which is hardwired, and/or interconnected shall be made with an alarm of the same functionality.

Amend Section 1015.2 by adding the following concluding sentence:

Guards are also required at waterfront bulkheads, fixed piers and gangways.

Add Sections 1015.8.2 and 1015.8.3 to read as follows:

1015.8.2 Existing Hotels. The provisions of sections 1015.8 shall apply retroactively to all existing hotels.

1015.8.3 Clear area adjacent to hotel window opening. There shall be no furniture, fixed or

moveable, placed within thirty-six inches (36") of any openable portion of a window. Hotels shall also provide notice to prospective guests of this requirement.

Amend Section 1505.1 by deleting the last sentence and the referenced Table 1505.1.

Exception [Unchanged]

Section 1505.1.1 [Unchanged]

Amend Section 1505.1.2 to read as follows:

1505.1.2 Roof coverings within all other areas. The entire roof covering of every existing structure, where more than 50% of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class ~~C~~A.

All roof coverings that are not at least Class A shall be a fire-retardant roof covering that is at least Class A by May 31, 2027.

Amend Section 1505.1.3 to read as follows:

1505.1.3 Roofing requirements in a Wildland-Urban Interface Fire Area. Roofing requirements for structures located in a Wildland-Urban Interface Fire Area shall be a fire-retardant roof covering that is least Class A and shall also comply with Section 705A.

Add Section 1807.4 to read as follows:

1807.4 Wooden retaining walls. Wooden retaining walls may not be used to support any building surcharge or vehicular way. In addition, wooden retaining walls shall not be employed to retain soils above or below a building where failure of the wall may subject the building to damage.

Amend Section 3110 to read as follows:

Section 3110 ~~Automatic Vehicular Gates~~

3110.1 General. Automatic vehicular gates shall comply with the requirements of Sections 3110.2 and 3110.3 and other applicable sections of this code. All other gates shall comply with Sections 3110.4 and other applicable sections of this code.

3110.2 Vehicular Gates Intended for Automation. Vehicular gates intended for automation shall be designed, constructed and installed to comply with the requirements of ASTM F2200.

3110.3 Vehicular Gate Openers. Vehicular gate openers, where provided, shall be listed in accordance with UL 325.

3110.4 All Other Gates. Any gate more than 48 inches (1219 mm) in width or more than 84 inches (2134 mm) in height shall meet the requirements of ASTM F1184, shall be installed per the manufacturer's recommendations, and shall be designed, constructed, and installed to meet all of the following:

1. Gate shall not fall over more than 45 degrees from a vertical plane when the gate is detached from supporting hardware.
2. Gate shall be balanced and not move under the gate's own weight or by gravity.
3. Rolling wheels shall be covered.
4. Gate shall have positive stops.

Amend Section 3202.2.3 to read as follows:

3202.2.3 Awnings. The vertical clearance from the public right-of-way to the lowest part of any awning, including valances, shall be not less than ~~7 feet (2134 mm)~~ 8 feet (2439 mm).

CHAPTER 12.210 - CALIFORNIA ELECTRICAL CODE AMENDMENTS

12.210.010 No amendment. The 2022 California Electrical Code is not amended or modified.

CHAPTER 12.220 - CALIFORNIA ENERGY CODE AMENDMENTS

12.220.010 No amendment. The 2022 California Energy Code is not amended or modified.

CHAPTER 12.230 - CALIFORNIA EXISTING BUILDING CODE AMENDMENTS

12.230.010 General. For purpose of this Chapter:

Deleted language from the base code has been ~~stricken through~~.
Added language to the base code has been underlined.

12.230.020 Amendments. The 2022 California Existing Building Code is amended or modified as follows:

Add Sections 505.2.1 and 505.2.2 to read as follows:

505.2.1 Existing Hotels. The provisions of section 406.2 shall apply retroactively to all existing hotels.

505.2.2 Clear area adjacent to hotel window opening. There shall be no furniture, fixed or moveable, placed within thirty-six inches (36") of any operable portion of a window. Hotels shall also provide notice to prospective guests of this requirement.

CHAPTER 12.235 - CALIFORNIA GREEN BUILDING CONSTRUCTION STANDARDS CODE AMENDMENTS

12.235.010 No amendment. The 2022 California Green Building Construction Standards Code is not amended or modified.

CHAPTER 12.240 - CALIFORNIA HISTORICAL BUILDING CODE AMENDMENTS

12.240.010 No amendment. The 2022 California Historical Building Code is not amended or modified.

CHAPTER 12.245 - CALIFORNIA MECHANICAL CODE AMENDMENTS

12.245.010 No amendment. The 2022 California Mechanical Code is not amended or modified.

CHAPTER 12.250 - CALIFORNIA PLUMBING CODE AMENDMENTS

12.250.010 No amendment. The 2022 California Plumbing Code is not amended or modified.

CHAPTER 12.255 - CALIFORNIA RESIDENTIAL CODE AMENDMENTS

12.255.010 General. For purpose of this Chapter:

Deleted language from the base code has been ~~stricken through~~.
Added language to the base code has been underlined.

12.255.020 Amendments. The 2022 California Residential Code is amended or modified as follows:

Amend Section R202 to read as follows:

The definition of "Kitchen" is deleted and replaced in its entirety to read as follows:

KITCHEN. An area in which the preparation of food for eating occurs (that has provisions for cooking or heating of food; washing and storing of dishware and utensils; and refrigeration and storing of food).

The definition of "Substantial Remodel" is added to read as follows:

SUBSTANTIAL REMODEL. Substantial remodel shall mean the alteration of any structure which combined with any additions to the structure, performed within any three (3) year period, affects a floor area which exceeds fifty percent (50%) of the existing floor area of the structure. When any changes are made in the building, such as walls, columns, beams or girders, floor or ceiling joists and coverings, roof rafters, roof diaphragms, foundations, piles or retaining walls or similar components, the floor area of all rooms affected by such changes shall be included in computing floor areas for purposes of applying this definition. This definition does not apply to the replacement and upgrading of residential roof coverings or exterior wall finishes.

Delete exception to Section R313.1 and amend Section R313.1 to read as follows:

R313.1 Townhouse automatic fire sprinkler systems. An automatic sprinkler system shall be installed in all newly constructed townhouses and in existing townhouses where alterations and/or additions to the existing structure, performed over any 3-year period, qualify as a "Substantial Remodel" as defined in this code. Any addition to a building with an existing fire sprinkler system shall have that system extended to the new portions of the building irrespective of the size of the addition.

R313.1.1 [Unchanged]

Amend Section R313.2 to read as follows:

R313.2 One-and two-family dwellings automatic fire systems. An automatic sprinkler system shall be installed in all newly constructed one- and two-family dwellings and in existing one- and two-family dwellings where alterations and/or additions to the existing structure, performed over any 3-year period, qualify as a "Substantial Remodel" as defined in this code. Any addition to a building with an existing fire sprinkler system shall have that system extended to the new portions of the building irrespective of the size of the addition.

R313.2.1. [Unchanged]

Amend Section R313.3.1.2 by deleting exception #4.

Amend Section R314.7.2 by adding the following:

Smoke alarms shall be tested and maintained in accordance with the manufacturer's instructions. Smoke alarms that no longer function shall be replaced. Replacement of an existing smoke alarm which is hardwired, and/or interconnected shall be made with an alarm of the same functionality.

Amend Section R902.1.2 to read as follows:

R902.1.2 Roof coverings in all other areas. The entire roof covering of every existing structure, where more than 50% of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class ~~C~~A and shall also comply with Section R337.5.

All roof coverings that are not at least Class A shall be a fire-retardant roof covering that is at least Class A by May 31, 2027.

Amend Section R902.1.3 to read as follows:

R902.1.3 Roofing requirements in a Wildland-Urban Interface Fire Area. Roofing requirements for structures located in a Wildland-Urban Interface Fire Area shall be a fire-retardant roof covering that is at least Class A and shall also comply with Section R337.5.

CHAPTER 12.260 – INTERNATIONAL PROPERTY MAINTENANCE CODE AMENDMENTS

12.260.010 General. For purpose of this Chapter only:

Deleted language from the base code has been ~~stricken through~~.
Added language to the base code has been underlined.

12.260.020 Amendments. The 2021 International Property Maintenance Code is amended or modified as follows:

Delete Sections 101.1, 103, 104, 106, 107, and 108.

Amend Section 111.4 to read as follows:

111.4 Notice. Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in ~~Section 111.4.1 and 111.4.2~~ 1.08.060 of the San Rafael Municipal Code to the owner or the owner's authorized agent, for the violation as specified in this code. Notices for condemnation procedures shall comply with this section.

Delete Section 111.4.1 and 111.4.2.

Amend Sections 112.2, 112.3 and 112.4 to read as follows:

112.2 Temporary safeguards. Notwithstanding other provisions of this code, whenever, in the opinion of the code official, there is imminent danger due to an unsafe condition, the code official ~~shall~~may order the necessary work to be done, including the boarding up of openings, to render such structure temporarily safe whether or not the legal procedure herein described has been instituted; and shall cause such other action to be taken as the code official deems necessary to meet such emergency.

112.3 Closing streets. When necessary for public safety, the code official ~~shall~~may temporarily close structures and close or order the authority having jurisdiction to close, sidewalks, streets, public

ways and places adjacent to unsafe structures, and prohibit the same from being utilized.

112.4 Emergency repairs. For the purposes of this section, the code official ~~shall~~may employ the necessary labor and materials to perform the required work as expeditiously as possible.

Amend Section 113.1 to change "two years" to "one year" in the first sentence.

Amend Section 113.2 and 130.3 to read as follows:

113.2 Notices and orders. Notices and orders shall comply with ~~Section 144.4~~ Chapter 1.46 of San Rafael Municipal Code.

113.3 Failure to comply. If the owner of a premises or owner's authorized agent fails to comply with a demolition order within the time prescribed, the code official ~~shall~~may cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost of such demolition and removal shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Amend Section 202 to read as follows:

The definition for "Code Official" is added as follows:

CODE OFFICIAL. Where used in this code, the term code official shall mean the code enforcement supervisor or the building official of the City of San Rafael, and their designees.

Amend Section 302.4 to read as follows:

302.4 Weeds. Premises and exterior property shall be maintained free from weeds or plant growth in excess of 6 inches tall. Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs, provided however, this term shall not include cultivated flowers and gardens. [Rest of section to remain unchanged.]

Amend Section 304.14 to read as follows:

304.14 Insect Screens. ~~During the period from [DATE] to [Date] every~~ Every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Exception [Unchanged.]

Amend Section 308.2.2 to add these words to the end of the sentence:

or securing the doors in an approved manner.

Amend Section 308.3.1 by adding the following:

Every person maintaining or using any solid waste can or receptacle shall keep the same clean and sanitary.

Amend Section 308.3.2 by adding the following:

Within all residential districts in the city, no person shall use, locate or maintain (store) any solid waste can, garbage container or other waste receptacle within the public right-of-way other than on the day

of removal service. Such waste receptacles shall be stored out of public view on non-service dates, whenever practical, or stored nearest the main structure.

Amend Section 602.3 to read as follows:

602.3 Heat supply. Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat ~~during the period from [DATE] to [DATE]~~ to maintain a temperature of not less than 68°F (20°C) in all habitable rooms, bathrooms and toilet rooms.

Exceptions [Unchanged.]

Amend Section 602.4 to read as follows:

602.4 Occupiable work spaces. Indoor occupiable work spaces shall be supplied with heat ~~during the period from [DATE] to [DATE]~~ to maintain a temperature of not less than 65°F (18°C) during the period the spaces are occupied.

Exceptions [Unchanged.]

CHAPTER 12.265 – INTERNATIONAL SWIMMING POOL AND SPA CODE AMENDMENTS

12.265.010 General. For purpose of this Chapter:

Deleted language from the base code has been ~~stricken through~~.
Added language to the base code has been underlined.

12.265.020 Amendments. The 2021 International Swimming Pool and Spa Code is amended or modified as follows:

Amend Section 202 to add the following definition:

PRIVATE SWIMMING POOL means a swimming pool or pool located at and intended primarily for the use of the occupants of a single or two-family dwelling unit.

Amend Section 301 by adding the following:

301.2 Existing swimming pools. Any person who owns or is in possession of an existing private swimming pool that does not conform to the requirements of this section shall make the pool conform to the requirements of this section within ninety (90) days from its effective date.

Exceptions: The chief building official is hereby authorized to exempt any private swimming pool from the provisions of Health and Safety Code section 115922:

1. If it is secured from unauthorized entry by a natural or artificial barrier that provides the same or a greater degree of protection than would an enclosure.

An application for exception shall be filed in writing with the chief building official. The application shall contain a brief statement evidencing that the applicant is entitled to the exception and such other information as the chief building official may prescribe.

Delete Section 302.

Amend Section 305 by deleting all provisions and replacing them in their entirety with the following:

305.1 General. Pool barriers and enclosures shall meet the requirements of the California Swimming Pool Safety Act. The text in CBC 3109.2 contains the statutory language that is required to be duplicated and published in California Code of Regulations, Title 24. As such the section numbers reflect those within the Health and Safety Code.

305.2 Enclosure required for private swimming pools. Every person who owns or is in possession of any land on which there is situated a private swimming pool shall secure the pool from unauthorized entry by an enclosure that meets all of the requirements of Health and Safety Code section 115923. The enclosure shall be specifically designed to prevent unauthorized entry from adjacent private and/or public property. This enclosure shall be in addition to the "safety features" required by Health and Safety Code section 115922.

Section 2. Addition of new Chapter 12.350 with administrative and program regulations on gate safeguards.

Chapter 12.350 of the Municipal Code of the City of San Rafael is hereby added to read as follows:

CHAPTER 12.350 – GATE SAFEGUARDS

12.350.010 - Purpose. The purpose of this chapter is to promote public safety and welfare by reducing the risk of death or injury that may result from gates detaching from supporting hardware or gates not being well maintained or inspected. The city finds it necessary to require gates to be inspected periodically by a professional and record keeping to ensure the basic life safety of the public.

12.350.020 - Definitions. For the purposes of this chapter, the following definitions shall apply:

1. "Property owner" means and includes, without limitation, the fee owner(s) of real property, their agents, or the person(s) in possession of the real property.
2. "Gate inspector" means any licensed fence installer, licensed automatic system installer, ICC certified building inspector, licensed architect, or licensed engineer.
3. "Written certification" means a document signed and/or stamped by a gate inspector attesting that the inspector performed an in-person inspection of the gate and based on that inspection has determined that the gate meets all of the standards set forth in this chapter, the gate has been maintained, and the gate is in good working order. In addition, the document shall include the following:
 - a. Inspection date.
 - b. Site address.
 - c. Name of the property owner.
 - d. Contact information of inspector.
 - e. Signature and/or stamp of the inspector.

12.350.030 - Scope. The provisions of this chapter shall apply to all vehicular gates and any gate more than 48 inches (1219 mm) in width or more than 84 inches (2134 mm) in height.

12.350.040 - General requirements. Gates shall meet the requirements of ASTM F1184 and Section 3110 of Chapter 12.200.020 of this code. Gates with operators or similar systems shall also meet the requirements of UL 325 and ASTM F2200.

12.350.050 - Maintenance and inspection. The Property owner shall keep all gates on the property well maintained and in good working order. The property owner shall have or cause to have all gates on the property inspected by a gate inspector and obtain a written certification at least once every five (5) years. The property owner shall keep a copy of the most recent written certification for each gate and make it available to the building official upon request.

12.350.060 - Time limits for compliance. The property owner shall bring all gates existing as of the effective date of this ordinance into compliance with the provisions of this chapter, and obtain a written certification for each gate, by July 1, 2025 and at least once every five (5) years thereafter. The property owner of a new gate installed after the effective date of this ordinance shall immediately comply with the provisions of this chapter and obtain a written certification upon installation of the gate and at least once every five (5) years thereafter.

DIVISION 2. FINDINGS.

California Health and Safety Code Sections 17958.5, 17958.7, and 18941.5 require that findings be made in order to change or modify building standards found in the California Building Standards Code based on local climatic, geologic, or topographic conditions. Therefore, the San Rafael City Council hereby finds that these changes or modifications to the Building Code as adopted in Chapter 12.200 of the San Rafael Municipal Code; the Residential Code as adopted in Chapter 12.255; and the Existing Building Code as adopted in Chapter 12.230 are reasonably necessary because of the following local climatic, geological and topographical conditions:

I. Climatic conditions:

- a) Most of the annual rainfall in San Rafael occurs during the winter, it receives no measurable precipitation between May and October. During this time, temperatures average between 70 and 90 degrees. These conditions eliminate most of the moisture in the natural vegetation and heavily wooded hillsides. The area also suffers periodic droughts that can extend the dry periods to other months of the year. These conditions can be further exacerbated by occasional off-shore hot, dry, Santa-Ana winds; all of which contribute to an elevated fire hazard.
- b) Most of the annual rainfall in San Rafael occurs during the winter, and some portions of San Rafael are subject to tidal influences, there are times that flooding conditions occur in low-lying areas

II. Geologic conditions:

- a) San Rafael lies near several earthquake faults, including the very active San Andreas Fault, there are significant potential hazards such as road closures, fires, collapsed buildings, and isolation of residents requiring assistance.
- b) Many areas of the city, including some highly developed industrial and commercial areas, are located on bay alluvial soils which are subject to liquefaction in the event of an earthquake.

III. Topographic conditions:

- a) Much of San Rafael is located in hilly areas, and many of the residential areas are heavily landscaped, and many exist adjacent to hilly open space areas which are characterized by dry vegetation and have limited access. In addition, the steepness of grades located in the hills and canyons results in narrow and winding roads, and limited water supply, making timely access, rescue and firefighting activities by emergency providers difficult.
- b) The major arterial route between San Francisco and Marin and Sonoma county areas, Highway 101, bisects the City of San Rafael; should that highway become impassable, alternative routes via surface streets in San Rafael may cause heavy traffic congestion, limiting emergency access.

More specifically, the above modified building standards are listed below with the corresponding climatic, geological or topographical condition which necessitates the modification.

CBC Section Numbers	Climatic, geological and topographical condition
903.2	<i>Ia, IIa, IIIa, IIIb</i>
909.2	<i>Ia, IIa, IIIa</i>
1015.2	<i>Ib, IIa</i>
1015.8	<i>Ib, IIa</i>
1505.1	<i>Ia, IIIa</i>
1807.4	<i>Ib, IIa, IIb</i>
3110	<i>IIIa, IIIb</i>
3202.2.3	<i>IIa, IIb, IIIb</i>
CEBC Section Numbers	
505.2	<i>IIa</i>
CRC Section Numbers	
R313.1	<i>Ia, IIa, IIIa, IIIb</i>
R313.2	<i>Ia, IIa, IIIa, IIIb</i>
R313.3	<i>Ia, IIa, IIIa, IIIb</i>
R314.7.2	<i>Ia, IIa, IIIa</i>
R902.1	<i>Ia, IIIa</i>

DIVISION 3. CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA).

This Ordinance is exempt from the California Environmental Quality Act (CEQA), pursuant to 14 CCR Section 15061(b)(3), since it can be seen with certainty that there is no possibility that the adoption of this Ordinance may have a significant effect on the environment. (14 Cal. Code Regs. Section 15061(b)(3), 'general rule' provision).

DIVISION 4. SEVERABILITY.

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The City Council of the City of San Rafael hereby declares that it would have adopted the Ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases shall be declared invalid.

DIVISION 5. EFFECTIVE DATE OF ORDINANCE.

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 on January 1, 2023. If published in summary form, the summary shall also be published within fifteen (15) days after the adoption, together with the names of those Council members 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 7th day of November 2022, and was passed and adopted at a regular meeting of the San Rafael City Council on the 21st day of November 2022 by the following vote, to wit:

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

Kate Colin, Mayor

Attest:

LINDSAY LARA, City Clerk



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Community Development

Prepared by: Don Jeppson, AIA CBO
Chief Building Official
Cory Bytof
Sustainability Program Manager

City Manager Approval: _____

A handwritten signature in black ink, appearing to be 'AS'.

TOPIC: ORDINANCE AMENDING GREEN BUILDING CODES

SUBJECT: AN ORDINANCE OF THE SAN RAFAEL CITY COUNCIL AMENDING TITLE 12 (BUILDING REGULATIONS) OF THE MUNICIPAL CODE OF THE CITY OF SAN RAFAEL, BY AMENDING THE 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE FOR ELECTRIC VEHICLE CHARGERS; AMENDING THE 2022 CALIFORNIA MECHANICAL CODE AND THE 2022 CALIFORNIA PLUMBING CODE TO LIMIT FUEL GAS IN EXISTING SINGLE FAMILY HOMES AND DUPLEXES, AND PROHIBIT FUEL GAS IN NEW CONSTRUCTION WITH LIMITED EXCEPTIONS; AND ADOPTING FINDINGS OF FACT SUPPORTING THE AMENDMENTS TO THE CODES.

RECOMMENDATION:

Waive further reading of the Ordinance and refer to it by title only, introduce the Ordinance.

BACKGROUND:

The State of California Code of Regulations Title 24 construction codes are updated and published on a three-year cycle. The California Building Standards Commission publishes the triennial codes and State law mandates that these codes become effective throughout California 180 days after the publication date. For this latest cycle, the publication date was July 1, 2022, meaning that the current cycle of State construction codes becomes effective on January 1, 2023. Local jurisdictions are permitted to further amend the published codes based on and to suit local climatic, geological, or topographical conditions. On November 7, 2022, the City Council introduced an item to adopt the new Title 24 State Building Code in its entirety with minor amendments. At this November 21, 2022 meeting, Council will hold a separate public meeting to adopt those construction codes.

Each three-year code cycle, the State updates the Green Building section of the Title 24 codes as well and provides potential Green Building “reach” codes to local jurisdictions that go above the State code. These reach codes are encouraged to adopt more stringent local amendments to help drive greenhouse gas (GHG) reductions and inform future State code updates. Often these more stringent reach codes include stronger energy and water efficiency requirements, among other things. In the past the City has

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

adopted one of the two added “tiers” that generally set a percentage higher than State codes for a variety of building choices. This year the State is also providing guidance and support for all-electric construction, which tends to be more efficient and reduces GHG emissions while providing a healthier environment for inhabitants.

The proposed ordinance would amend Title 12 of our local Building Standards codes to include these reach codes. These amendments would prohibit natural gas in all new construction in San Rafael, effectively requiring them to be all-electric construction with some exemptions and exceptions. In addition, the code amendments would prohibit the extension of current gas infrastructure to single family homes and duplexes beyond what is already installed. Finally, the amendments would require minimum levels of electric vehicle charging infrastructure for all new construction as well.

State law authorizes local agencies to enact local amendments to the State Building Code that go beyond state standards if reasonably necessary because of local climatic, geological, or topographical conditions (Health and Safety Code sections 18941.5 and 17958.7). To date, over 60 California jurisdictions (including the cities of Fairfax, San Anselmo, Petaluma, Contra Costa County, Santa Clara County, Oakland, San Jose, and San Francisco) have adopted ordinances enacting local amendments to the State Building Code by requiring all-electric buildings for new construction.

Attachment 3 is a Policy Summary Chart, and below is a brief summary of each of these code areas to be amended:

2022 Green Building Standards Code for Electric Vehicle Chargers: The provisions of this code shall apply to the installation of electric vehicle charging infrastructure, including equipment, fixtures, and fittings, including receptacles, charging equipment, software, and load management.

2022 California Plumbing and Mechanical Codes: The provisions of this code shall apply to the installation of plumbing and mechanical systems, including equipment, appliances, fixtures, fittings, and appurtenances, including ventilating, heating, cooling, air conditioning and refrigeration systems, incinerators, and other energy related systems.

After introduction of this ordinance and public hearing, the ordinance would return to Council for final adoption at the next regularly scheduled meeting of December 5, 2022. After final adoption, the ordinance with these code amendments would be effective on January 4, 2023. Building permit applications filed with the City prior to January 4, 2023 would not be subject to these amendments.

ANALYSIS:

Attachment 2 contains a Policy Snapshot that discusses the merits, challenges, financial and equity considerations of the proposed ordinance and code amendments in greater detail.

The purpose of the changes to the Plumbing and Mechanical Codes is to reduce the greenhouse gas (GHG) emissions associated with the installation of gas appliances such as space heating and water heating and to require the use of more efficient heat-pump appliances. Generally, these appliances use between 20-25% of the energy of similar gas and older electric equipment. These code changes would apply to all new construction, including residential and non-residential buildings, including detached ADUs and JADUs. It is estimated that enacting these reach codes would contribute between 2.9 – 10.7% of GHG reductions toward our 2030 goal set out in our most recent [Climate Change Action Plan](#).

The one provision in the code amendments for existing buildings relates to the expansion of gas infrastructure to single-family homes and duplexes. This amendment would preclude any expansion of

gas service lines or meter service to existing properties. This is to preclude dramatic increases in gas to current properties where the owner wants to add more natural gas-fired appliances such as saunas, hot tubs, and outdoor fireplaces or to replace current electric appliances with gas. It would not preclude anyone from adding those features or from replacing current gas appliances with new gas appliances, rather it would simply preclude allowing for new, expanded piping to increase the amount of gas going to the property. Owners could use electric appliances or swap out other gas-fired appliances to stay within their overall gas use.

The electric vehicle infrastructure amendments would require an amount greater than the new State code in some instances. For single-family homes and duplexes it would require new construction to have the capacity, wiring, and equipment so that it would be easy for a homeowner to install the charger of their choice. For multifamily dwellings it would require 100% of parking spaces attributed to tenants to be equipped with low-power level 2 charger infrastructure with receptacles for charging at lower speeds, providing the flexibility to more easily add the charging equipment in the future. For 15% of those spaces it would be required to have a level 2 charger installed. The locations and configurations would be up to the owner and builder. For non-residential new construction, the proposal is to match the State's Tier 1 requirements, which require 35% of parking spaces to be EV Ready with low-level 2 infrastructure, 10% EV Capable (meaning only the conduit installed), and 10% installed fully with level 2 chargers. This matches the County of Marin and the codes being adopted in many other jurisdictions, modeled after an extensive effort conducted in the South and East Bay by Peninsula Clean Energy and East Bay Clean Energy that staff and the County participated in.

Some exemptions and exceptions would apply, mainly to account for the rare situations where installations of electric appliances incur significant cost or are not feasible due to specifics of a situation. The burden of proof would be on the applicant to show they modeled different appliances and sought incentives and technical assistance from the numerous offerings through the State, utilities and son-to-be-available Federal Inflation Reduction Act.

The State provides cost-effectiveness studies for cities to use based on the specific climate zone or zones the city resides in. San Rafael is in Climate Zone 2 and electrification is generally shown to be cost-effective for most building types. These studies helped develop the rationale for exemptions and exceptions. For example, one building type that does not show as cost-effective is restaurants, and significantly so. Therefore, this reach code proposal exempts restaurants. Also, certain industrial processes and commercial laundry facilities don't currently have electric equipment that can accommodate their needs or can be extremely costly. The City rarely sees this type of new construction, but the proposed ordinance allows the Building Official to make exemptions where it is demonstrated that replacing with electric is technically infeasible or has a disproportionate cost to the project causing an insurmountable hardship.

Finally, in certain situations, to accommodate affordable housing, there may be instances where it is necessary for the developer to use natural gas appliances or risk cost increases that make it too burdensome to build. The incentives for multifamily affordable housing are significant though, and staff believes it will be rare for this sort of exception to be necessary.

One further commitment is to work regionally with our partners to develop a learning "hub" that helps builders, developers, and homeowners find and access the incentives and technical assistance available to them. Recently Peninsula Clean Energy and Silicon Valley Clean Energy launched such a hub in the South Bay. This is something builders felt strongly about during the public engagements convened over the past year. Should these proposed reach codes be adopted, staff is proposing to begin work on an analysis of options for existing building renovations and to convene stakeholders to develop a learning hub, which would ideally be a regional offering much like the one in the South Bay.

COMMUNITY ENGAGEMENT:

The City participated on a Steering Committee for a County of Marin-led “model reach code” development process, which resulted in the current reach code proposal. From September 2021 to September 2022, the Steering Committee implemented a comprehensive community engagement strategy. The Committee engaged and garnered feedback from City, Town, and County staff; community-based organizations including environmental, affordable housing, senior/aging-in-place, and equity priority advocates; building community members including developers, architects, realtors, contractors and Marin Builders Association; utilities including MCE and PG&E; and Town and City commission, subcommittee, and City Council members.

The year was highlighted by formal engagements with key stakeholders including five monthly technical working meetings consisting of City and Town building officials and planners, one public community workshop, and three focus group workshops co-hosted by the Marin Builders Association. The County also administered a public survey with draft model reach code language in September. These engagements informed the reach code proposal.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

ENVIRONMENTAL REVIEW:

The proposed ordinance has been determined to be exempt from the California Environmental Quality Act (CEQA), pursuant to 14 CCR Section 15061(b)(3), since it can be seen with certainty that the adoption of this Ordinance would not have potential for causing a significant effect on the environment. (14 Cal. Code Regs. Section 15061(b)(3), ‘general rule’ provision). The Ordinance is also exempt from the requirements of CEQA pursuant to CEQA Guidelines sections 15307 and 15308 as an action by a regulatory agency taken to protect the environment and natural resources.

OPTIONS:

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

1. Consider public comment/testimony and introduce the Ordinance for adoption as proposed
2. Consider public comment/testimony and introduce the Ordinance with amendments as directed by the Council
3. Do not introduce the ordinance and provide alternative direction to staff

RECOMMENDED ACTION:

Waive further reading of the ordinance and refer to it by title only, introduce the Ordinance.

ATTACHMENTS:

1. Ordinance
2. Policy Snapshot
3. Policy Summary Chart
4. PG&E and MCE Support Letters

ORDINANCE NO.

AN ORDINANCE OF THE SAN RAFAEL CITY COUNCIL AMENDING TITLE 12 (BUILDING REGULATIONS) OF THE MUNICIPAL CODE OF THE CITY OF SAN RAFAEL, BY AMENDING THE 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE FOR ELECTRIC VEHICLE CHARGERS; AMENDING THE 2022 CALIFORNIA MECHANICAL CODE AND THE 2022 CALIFORNIA PLUMBING CODE TO LIMIT FUEL GAS IN EXISTING SINGLE FAMILY HOMES AND DUPLEXES, AND PROHIBIT FUEL GAS IN NEW CONSTRUCTION WITH LIMITED EXCEPTIONS; AND ADOPTING FINDINGS OF FACT SUPPORTING THE AMENDMENTS TO THE CODES.

THE CITY COUNCIL OF THE CITY OF SAN RAFAEL DOES ORDAIN AS FOLLOWS:

DIVISION 1. AMENDMENTS TO MUNICIPAL CODE.

Chapter 12.235 of the Municipal Code of the City of San Rafael is hereby amended to read as follows:

CHAPTER 12.235 - CALIFORNIA GREEN BUILDING ~~CONSTRUCTION~~ STANDARDS CODE AMENDMENTS

12.235.010 General. For purpose of this Chapter:

Deleted language from the base code has been ~~stricken through~~.
Replacement language to the base code has been underlined.

12.235.020 Amendments. The 2022 California Green Building Standards Code is amended or modified as follows:

Delete Section 4.106.4.1 and replace in its entirety to read as follows:

4.106.4.1 New One- And Two-Family Dwellings and Town-Houses. For each dwelling unit, install a 40 ampere 208/240 volt dedicated EV branch circuit, capable of supporting Level 2 EVSE, terminating with a receptacle or an EV charger in close proximity to the vehicle charging area.

Delete Subsection 4.106.4.1.1 in its entirety.

Subsection 4.106.4.2 [unchanged].

Delete Subsection 4.106.4.2.1 and replace in its entirety to read as follows:

4.106.4.2.1 New Hotels and Motels. The number of dwelling units, sleeping units or guest rooms shall be based on all buildings on a project site subject to this section.

1. **EV Capable.** Ten (10) percent of total number of parking spaces on the building site, provided for all types of parking facilities, shall be electric vehicle charging spaces (EV spaces) capable of supporting future Level 2 EVSE. Electrical load calculations shall demonstrate that the electrical panel service capacity and electrical system, including any on-site distribution transformer(s), have sufficient capacity to simultaneously charge all EVs at all required EV spaces at a minimum of 40 amperes.

The service or subpanel circuit directory shall identify the overcurrent protective device space(s) reserved for future EV charging purposes as "EV CAPABLE" in accordance with the California Electrical Code.

Exceptions: When EV chargers (Level 2 EVSE) or EV Ready are installed in a number greater than the minimum required, the EV capable spaces may be reduced by the same number.

2. **EV Ready.** Thirty-five (35) percent of total number of parking spaces shall be equipped with low power Level 2 EV charging receptacles. Conduit size and junction boxes for EV ready must be sized for Level 2 EVSE as in accordance with the California Electrical Code.

Exceptions:

1. Areas of parking facilities served by parking lifts.
2. When EV chargers (Level 2 EVSE) are installed in a number greater than the required, the EV ready spaces may be reduced by the same number.

3. **EV Chargers.** Ten (10) percent of total number of parking spaces shall be equipped with Level 2 EVSE.

When low power Level 2 EV charging receptacles or Level 2 EVSE are installed beyond the minimum required, an automatic load management system (ALMS) may be used to reduce the maximum required electrical capacity to each space served by the ALMS. The electrical system and any on-site distribution transformers shall have sufficient capacity to deliver at least 3.3 kW simultaneously to each EV charging station (EVCS) served by the ALMS. The branch circuit shall have a minimum capacity of 40 amperes, and installed EVSE shall have a capacity of not less than 30 amperes. ALMS shall not be used to reduce the minimum required electrical capacity to the required EV capable spaces.

Delete Subsection 4.106.4.2.2 and replace in its entirety to read as follows (subsection 4.106.4.2.2.1 remains unchanged):

4.106.4.2.2 New Multifamily Dwellings and New Residential Parking Facilities. The number of dwelling units, sleeping units or guest rooms shall be based on all buildings on a project site subject to this section.

1. **EV Ready.** Eighty-five (85) percent of total number of parking spaces shall be equipped with low power Level 2 EV charging receptacles. For multifamily parking facilities, no more than one receptacle is required per dwelling unit when more than one parking space is provided for use by a single dwelling unit. Conduit size and junction boxes for EV ready must be sized for Level 2 EVSE as in accordance with the California Electrical Code.

Exceptions:

1. Areas of parking facilities served by parking lifts.
2. When EV chargers (Level 2 EVSE) are installed in a number greater than the required, the EV ready spaces may be reduced by the same number.

2. **EV Chargers.** Fifteen (15) percent of total number of parking spaces shall be equipped with Level 2 EVSE. Where common use parking is provided, at least one EV charger shall be located in the common use parking area and shall be available for use by all residents or guests.

When low power Level 2 EV charging receptacles or Level 2 EVSE are installed beyond the minimum required, an automatic load management system (ALMS) may be used to reduce the maximum required electrical capacity to each space served by the ALMS. The electrical system and any on-site distribution transformers shall have sufficient capacity to deliver at least 3.3 kW simultaneously to each EV charging station

(EVCS) served by the ALMS. The branch circuit shall have a minimum capacity of 40 amperes, and installed EVSE shall have a capacity of not less than 30 amperes. ALMS shall not be used to reduce the minimum required electrical capacity to the required EV capable spaces.

Subsection 4.106.4.2.2.1 [unchanged].

CHAPTER 12.245 - CALIFORNIA MECHANICAL CODE AMENDMENTS

12.245.010 General. For purpose of this Chapter:

Deleted language from the base code has been ~~stricken through~~.
Added language to the base code has been underlined.

12.245.020 Amendments. The 2022 California Mechanical Code is amended or modified as follows:

Amend Section 1301.1 to read as follows:

1301.1 Applicability. The regulations of this chapter shall govern the installation of fuel gas piping in or in connection with a building, structure or within the property lines of premises up to 5 pounds-force per square inch (psi) (34 kPa) for natural gas and 10 psi (69 kPa) for undiluted propane, other than service pipe. Fuel oil piping systems shall be installed in accordance with NFPA 31.

Exceptions:

1. Fuel gas and oil piping is prohibited in new construction unless for use in emergency electrical generation when required by the code, commercial kitchen for preparing food, commercial laundry for laundry, or in an approved industrial process.
2. Existing fuel gas and oil piping in one- and two-family dwellings may not be expanded unless overall gas use is reduced, unchanged, or is for additional attached housing.
3. Existing gas meter service size in one- and two-family dwellings may not be increased unless the increase is required for additional attached housing.

At the discretion of the building official, the building official may approve fuel gas in new construction or expand fuel gas in existing construction when replacing with electric has been demonstrated to be technically infeasible or has a disproportionate cost to the project causing an insurmountable hardship.

CHAPTER 12.250 - CALIFORNIA PLUMBING CODE AMENDMENTS

12.250.010 General. For purpose of this Chapter:

Deleted language from the base code has been ~~stricken through~~.
Added language to the base code has been underlined.

12.250.020 Amendments. The 2022 California Plumbing Code is amended or modified as follows:

Amend Section 1201.1 to read as follows:

1201.1 Applicability. The regulations of this chapter shall govern the installation of fuel gas piping in or in connection with a building, structure or within the property lines of premises up to 5 pounds-force per square inch (psi) (34 kPa) for natural gas and 10 psi (69 kPa) for undiluted propane, other than service pipe. Fuel oil piping systems shall be installed in accordance with NFPA 31.

Exceptions:

1. Fuel gas and oil piping is prohibited in new construction unless for use in emergency electrical generation, commercial kitchen for preparing food, commercial laundry for laundry, or in an approved industrial process.
2. Existing fuel gas and oil piping in one- and two-family dwellings may not be expanded unless overall gas use is reduced, unchanged, or is for additional attached housing.
3. Existing gas meter service size in one- and two-family dwellings may not be increased unless the increase is required for additional attached housing.

At the discretion of the building official, the building official may approve fuel gas in new construction or expand fuel gas in existing construction when replacing with electric has been demonstrated to be technically infeasible or has a disproportionate cost to the project causing an insurmountable hardship.

DIVISION 2 FINDINGS.

The San Rafael City Council finds that the scientific evidence has established that natural gas combustion as well as leakage occurring during natural gas procurement, transportation, storage, and distribution produce significant greenhouse gas emissions that contribute to global warming, climate change and sea level rise.

California Health and Safety Code Sections 17958.5, 17958.7, and 18941.5 require that findings be made in order to change or modify building standards found in the California Building Standards Code based on local climatic, geologic, or topographic conditions. Therefore, the San Rafael City Council hereby finds that these changes or modifications to the California Green Building Standards Code, the California Plumbing Code and the California Mechanical Code as adopted in Chapter 12.200 of the San Rafael Municipal Code are reasonably necessary because of the following local climatic, geological and topographical conditions:

I. Climatic conditions:

- a) Most of the annual rainfall in San Rafael occurs during the winter, it receives no measurable precipitation between May and October. During this time, temperatures average between 70 and 90 degrees. These conditions eliminate most of the moisture in the natural vegetation and heavily wooded hillsides. The area also suffers periodic droughts that can extend the dry periods to other months of the year. These conditions can be further exacerbated by occasional off-shore hot, dry, Santa-Ana winds; all of which contribute to an elevated fire hazard.
- b) Most of the annual rainfall in San Rafael occurs during the winter, and some portions of San Rafael are subject to tidal influences, there are times that flooding conditions occur in low-lying areas

II. Geologic conditions:

- a) San Rafael lies near several earthquake faults, including the very active San Andreas Fault, there are significant potential hazards such as road closures, fires, collapsed buildings, and isolation of residents requiring assistance.
- b) Many areas of the city, including some highly developed industrial and commercial areas, are located on bay alluvial soils which are subject to liquefaction in the event of an earthquake.

III. Topographic conditions:

- a) Much of San Rafael is located in hilly areas, and many of the residential areas are heavily landscaped, and many exist adjacent to hilly open space areas which are characterized by dry vegetation and have limited access. In addition, the steepness of grades located in the hills and canyons results in narrow and winding roads, and limited water supply, making timely access, rescue and firefighting activities by emergency providers difficult.
- b) The major arterial route between San Francisco and Marin and Sonoma county areas, Highway 101, bisects the City of San Rafael; should that highway become impassable, alternative routes via surface streets in San Rafael may cause heavy traffic congestion, limiting emergency access.

More specifically, the above modified building standards are listed below with the corresponding climatic, geological or topographical condition which necessitates the modification.

Cal Green Section Numbers	Climatic, geological and topographical condition
4.106.4.1.	<i>1a, 1b, 11a, 111a, 111b</i>
4.106.4.2.1	<i>1a, 1b, 11a, 111a, 111b</i>
4.106.4.2.2.	<i>1a, 1b, 11a, 111a, 111b</i>
CMC Section Numbers	
1301.1	<i>1a, 1b, 11a, 111a, 111b</i>
CPC Section Numbers	
1201.1	<i>1a, 1b, 11a, 111a, 111b</i>

DIVISION 3. CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

This Ordinance is exempt from the California Environmental Quality Act (CEQA), pursuant to 14 CCR Section 15061(b)(3), since it can be seen with certainty that the adoption of this Ordinance would not have potential for causing a significant effect on the environment. (14 Cal. Code Regs. Section 15061(b)(3), 'general rule' provision). The Ordinance is also exempt from the requirements of CEQA pursuant to CEQA Guidelines sections 15307 and 15308 as an action by a regulatory agency taken to protect the environment and natural resources.

DIVISION 4 SEVERABILITY.

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The City Council of the City of San Rafael hereby declares that it would have adopted the Ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases shall be declared invalid.

DIVISION 5. EFFECTIVE DATE OF ORDINANCE.

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 effective thirty (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 Council members 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.

THE FOREGOING ORDINANCE was first read and introduced at a regular meeting of the San Rafael City Council on the 21st day of November 2022, and was passed and adopted at a regular meeting of the San Rafael City Council on the 5th day of December 2022 by the following vote, to wit:

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

Kate Colin, Mayor

Attest:

LINDSAY LARA, City Clerk



Building Electrification Proposal for New Construction Policy Snapshot

November 8, 2022

Reach Code Proposal

Every three years the Green Building codes are updated at the State level and local jurisdictions are allowed and encouraged to adopt more stringent “reach codes” to help drive future State code updates. Attached is the Policy Summary Chart. Staff are proposing to adopt reach codes for new construction this year along with one measure for existing buildings, and to otherwise address remodels of existing buildings in 2023. For new construction it is being proposed to disallow natural gas in new residential or commercial buildings. Exceptions or exemptions would be made in certain situations where it may be necessary for emergency power generation or cause extraordinary hardship due to infeasibility or costs. The requirements would apply to multifamily development and detached accessory dwelling units (ADUs) as well as single family homes. Restaurants would be exempt. Included in the reach codes would be an increase in electric vehicle charging infrastructure to ensure that multifamily buildings have the wiring and outlets necessary to install chargers with the least barriers and costs possible to meet future demand.

The one code change for existing buildings being proposed would prohibit any increase of existing gas lines and capacity unless for emergency backup power. This is because the Building Division is seeing installations of luxury appliances such as outdoor fireplaces and hot tubs that are dramatically increasing natural gas use in single family homes, requiring pipe and meter increases. Finally, the proposal is to continue the analysis into 2023 for other code changes for existing buildings and to put together an “implementation plan” with our partnering jurisdictions. The plan would include a regional resource hub of incentives and technical assistance as well as a proactive outreach strategy to support residents and contractors in electrification and energy efficiency work. There is a statewide web resource called The Switch Is On being updated with all incentives in one place and there is a new technical assistance program for contractors in the South Bay that is a good example to build from.

Rationale

In 2019 the City Council adopted the 2030 Climate Change Action Plan which set a goal to reduce greenhouse gas emissions 40% by 2030. 30% of San Rafael’s community greenhouse gas emissions are in the building sector; 6% from electricity consumption and 24% from the consumption of natural (methane) gas. Methane gas has significant greenhouse gas (GHG) emissions associated with its generation, transmission, and end-use. It also has health consequences, including increased asthma, illness, and death. Building electrification allows for reductions in emissions as the California electrical grid becomes greener and includes more renewable sources such as wind, solar, and biomass. This is even more so for buildings that include solar and battery storage on site and rely less on the grid for energy. Installing electric appliances and infrastructure is much cheaper during the new construction

phase rather than retrofitting later. Over the last decade, in-state renewable energy generation, such as solar, wind, biomass, and geothermal, increased from 29 percent in 2010 to 43 percent in 2020. Natural gas used to produce electricity has dropped 9% over the past two decades. California is investing over \$3 billion to boost grid reliability and facilitate more renewable energy over the next several years, and hundreds of millions more to increase long-duration storage systems to serve the grid. With the State moving to an all-electric future, requiring new construction to be all-electric removes the challenges and expense of retrofitting later when appliances get to end-of-life. Further, there are a plethora of incentives existing and impending in 2023 and 2024 that builders can access. Pairing an all-electric mandate with the timing of these incentives telegraphs the transition to the building community and relieves the up-front cost burden, while ensuring polluting gas-fired amenities and appliances are not installed.

Climate Change Action Plan (CCAP) Measures addressed by this proposal

- 1. Green Building Reach Code (EE-C4)**
- 2. Building and Appliance Electrification (RE-C3)**
- 3. Energy Efficiency Programs (EE-C1)**

The Green Building Reach Code represents the potential to contribute between 2.9 – 10.7% of the City's total 2030 greenhouse gas (GHG) reduction goal. Combined, these three programs represent a potential to contribute up to 18,990 MTCO_{2e}, comprising up to 20% of the City's total 2030 GHG reduction goal.

Challenges and Opportunities

Rapid decarbonization will not always be easy to do in all cases. One of the main questions posed at the outset of this project was how to best meet our GHG reduction goals while also meeting our housing production and economic development goals, especially as it relates to cost. Exemptions and exceptions have been built into the proposal to accommodate those occasional cases where it would be infeasible or prohibitively costly to meet the code. In addition, some building and use-cases can be extremely difficult to electrify such as certain industrial processes, restaurants, and other operations that require large amounts of water heating. These have been exempted for now, with the option to scale back or remove exemptions as the industry matures and solutions become more readily available in these situations. However, these hard use-cases are very rarely built in San Rafael.

Another question posed had to do with resiliency: How does an all-electric building fare during a power outage, and can the electrical grid handle the increase in demand? Currently many gas appliances require electricity to operate, meaning in many cases space heating and hot water impacts will be felt by those in mixed-fuel homes as well. Exceptions for backup power generation were included for multifamily properties that might require it to have lighting and elevator function during power outages. However, local power distribution has been hardened and most of San Rafael is no longer at threat for a PG&E Public Safety Power Shutoff event. Common power outages are lasting shorter amounts of time. California is investing over \$3 billion in grid reliability and backup power in the next several years to reduce these impacts even further. New State codes are requiring most new construction to have battery backup power and solar, adding resilience on-site. If demand for



electrification of buildings and vehicles outpaces utility upgrades and increases in clean energy production, the grid could face challenges in the future. However, utilities believe the grid will not be compromised with the investments the State and utilities are making to ensure reliability, especially since new building is a small percentage of the demand on the grid.

Economy and Social Equity

For single family homes and ADUs electrification will be relatively straightforward and, in many instances, will save owners money when building. Slight utility bill cost increases may occur at current energy prices though the California Public Utilities Commission projects the price of natural gas will increase at almost double the rate of electricity in the coming decade. Multifamily housing and certain commercial applications can often be harder and more expensive to build but show utility bill savings for tenants. However, builders can also save costs by not having to install gas lines and meters. The State and utilities are providing numerous incentives to help offset initial costs of build, and soon the Federal government will be providing additional incentives through the Inflation Reduction Act. Locally, the reach code proposal includes certain exceptions and exemptions to allow for those specific cases where the cost burden may be too great, especially in the case of affordable multifamily housing. The State also provides technical assistance to multifamily and affordable housing developers to achieve its electrification goals, including help in applying for the incentives.

With projected increases in extreme heat events, building electrification can provide residents with highly efficient air conditioning at about ¼ the energy use of typical air conditioners. This is because heat pump space heaters can reverse the flow of air and provide cool air as well as heat, offering tenants air conditioning options that were previously out of reach. Also, currently there is very little opportunity for apartment dwellers to charge electric vehicles (EV) at home. Having more EV charger availability in apartment complexes, public parking lots, and workplace settings will enable renters to acquire EVs and plug-in hybrids. There are currently several programs and incentives for multifamily and affordable housing developers to offset costs of chargers and electrical infrastructure with more in the works. New State legislation will remove long-standing subsidies for gas line installations for new buildings, and a new ruling will require that utilities cover the cost of additional electrical infrastructure for EV charging in multifamily housing and commercial properties.

Co-Benefits & Potential Unintended Consequences

Two potential unintended consequences of adopting a reach code are additional costs and confusion for contractors due to hard-to-understand code language and burdensome Building Division implementation. However, the City of San Rafael's Building Division demonstrates collaboration and simplification and was consistently referenced as the easiest to work with in Marin during engagements with builders and the Marin Builders Association. Other potential unintended consequences may include the challenges of installing and using new technologies, added time and associated costs for permitting transformers for larger projects, and the ability to find contractors that can do the work. An added element to this proposal is the City's commitment to work with our regional partners to compile and promote all the technical assistance and incentives available to owners and contractors for ease of implementation in the coming year. Electrify Marin and Bay Area



Regional Energy Network have been training contractors and providing incentives to build the capacity necessary to transition to an electric future and have seen a thousand-fold increase in qualified contractors since 2019. Supply chain issues and availability of materials is another concern for builders but is not specific to electrification materials and appliances.

Co-benefits include resident health and workforce development. Over 40 studies have documented the negative health effects of having gas (methane) in the home, including asthma, increased deaths and illness. Local workforce programs include MCE's Workforce, Education and Training program in conjunction with Strategic Energy Innovations focused on building electrification and energy efficiency. More workforce programs are being funded and developed across the region and the City will be exploring opportunities to enhance them for local residents through our upcoming Economic Inclusion in Climate Action project. The EV requirements in this proposal will provide EV chargers on-site for a small percentage of parking spaces, as well as the infrastructure to easily install more based on demand, providing renters with a much-needed resource to be able to own an electric vehicle.

Engagement

This proposal and analysis were guided by multiple meetings with our ad-hoc subcommittee comprised of Councilmembers Bushey and Llorens Gulati. In addition, staff sought input from the Mayor and other Councilmembers throughout the year. City staff participated in the countywide building decarbonization steering committee, which convened dozens of engagements with a wide array of stakeholders over the last 10 months. These engagements included builders, developers, appliance installers, other jurisdictions' planning and building staff, nonprofit partners, and affordable housing entities. Engagements included focus groups, presentations to community groups, public meetings, individual meetings with key stakeholders, and a public survey. This proposal is based on the County's Model Reach Codes and incorporates feedback received during these public engagements.

See pages 5 & 6 below for sources and references.



Sources & References

Climate Change Action Plan Measures

- [San Rafael Climate Action Plan Energy Efficiency Measures](#)
- [San Rafael Climate Action Plan Renewable Energy Measures](#)

Reach Code Proposal

- [Policy Summary Chart Draft](#)
- [Statewide Reach Codes Website](#)
- [Building Standards Codes and Green Building Website](#)
- [Equitable Building Decarbonization: Implementation Approaches](#)
- [Marin County Model Reach Code Development](#)
- [South and East Bay Reach Code Initiative](#)
- [All-electric Reach Code Listing, California](#)
- [California Energy Commission Building Decarb and EV Resources](#)
- [Switch is On Electrification Resources for Owners and Contractors](#)

Rationale

- [California Energy Policy Report 2021 Data and Studies](#)
- [2021 Total System Generation Report](#)
- [PG&E Energy Mix 2021](#)
- [PG&E System Battery Storage Projects](#)
- [Electric Water Heating GHG Study](#)
- [Marin Climate GHG Inventories](#)
- [Health Impacts of Natural Gas Stanford Study](#)
- [Health Impacts of Natural Gas Meta Analysis](#)
- [Assessment of Impacts of Electrifying Residential Buildings in California](#)
- [UCLA Report Residential Gas Appliances](#)

Challenges and Opportunities

- [BUILD Program for Technical Assistance and Incentives Multifamily](#)
- [CPUC Utility Costs and Affordability Evaluation](#)
- [Building Decarbonization Practice Guide](#)
- [PG&E Public Safety Power Shutoff Map](#)
- [Article: California Electric Grid and EVs](#)



- [Grid Impacts Study California EVs](#)
- [MCE Electric Load Planning](#)

Economy and Social Equity

- [Cost Effectiveness Studies](#)
- [Prioritizing California's Affordable Housing in the Transition Towards Equitable Building Decarbonization](#)
- [Low-Rise Residential Cost-Effectiveness Study](#)
- [MCE Workforce Program](#)
- [County of Marin Model EV Reach Code Policy Brief](#)
- [Inflation Reduction Act Fact Sheet](#)
- [Inflation Reduction Act Incentives Calculator](#)
- [California Eliminates Natural Gas Subsidies](#)
- [EV Rule 29 Providing for EV charging infrastructure for multifamily and non-residential installations](#)

Co-benefits & Potential Unintended Consequences

- [Electrify Marin Rebate Program](#)
- [Bay Area Regional Energy Network Resources for Public, Government, and Contractors](#)
- [Heat Pump Systems](#)
- [Heat Pumps and Heat Waves, Rocky Mountain Institute*](#)

Engagement

- [Model Reach Code Development Engagements](#)
- [Letter of Support from MCE](#)
- [Letter of Support from PG&E for Marin County Model Reach Code](#)

NEW CONSTRUCTION

Reach Code Policy Summary

DRAFT 11/8/22

All-Electric for All Residential and Nonresidential Buildings

Proposed Policy Description	Proposed Qualified/Covered Project	Notes
Key Policy Components		
<p><u>Require all-electric for newly constructed buildings</u> As per “Newly Constructed Building” and “All-electric Building” definitions below</p>	All building types (residential and commercial) whole or partly in jurisdictional boundaries	
<p><i>Definition: Newly Constructed Building</i></p>	<p><i>Building that has never before been used or occupied for any purpose</i></p>	
<p><i>Definition: All-electric Building or Design definition</i></p>	<p><i>A building that uses a permanent supply of electricity as the source of energy for all space heating, water heating (including pools and spas), cooking appliances, and clothes drying appliances, and has no natural gas or propane plumbing installed in the building. An all-electric building also includes solar thermal collectors.</i></p>	
<p><u>Accessory Dwelling Units (ADU)</u> New ADUs and Junior ADUs (JADUs) built on existing property is considered newly constructed building</p>	Detached only	
<p><u>Prohibits Conversion from Electric to Gas</u> For applications submitted on or after effective date of the chapter goes into effect</p>	Applicants are ineligible to apply for and the building official may not grant permits that would convert an all-electric building to a mixed-fuel building	
<p><u>Electric Readiness/Future Proofing if Gas Permitted as per exceptions allowed</u> Electric capacity for future electrification. Panel/Subpanel installed to accommodate future electrification of all appliances in the building</p>	All - State minimum standards already make everything electric ready	Load determined by installation of planned heat pumps, induction stoves, and/or EV Infrastructure

Exception/Exemptions		
<p><u>Hardship/Infeasibility Exemption or Waiver</u> Burden of Proof is on project applicant. Building Official & Planning Staff make the determination.</p>	<ol style="list-style-type: none"> 1. Compliance disproportionate to overall project cost, OR 2. Lack of commercially available technologies, OR 3. Physical conditions make installing measures impractical 	<p>Would apply only to Affordable Housing or MF Housing.</p>
<p><u>Permits prior to effective date</u></p>	<p>Development projects for which all building and related permits have been applied for or issued and remain valid prior to January 1, 2023 exempted</p>	<p>Based on application date</p>
<p><u>Emergency Back-up power and industrial process</u></p>	<p>Emergency electrical generation only for essential services, multifamily developments, and/or an approved industrial process for essential services buildings (ostensibly means gas fuel can be used)</p>	
<p><u>Portable propane Appliances</u> For use outside of the building envelope</p>	<p>Outdoor cooking, refrigeration, and outdoor heating appliances</p>	<p>HVAC or water heating appliances are not exempt</p>
<p><u>Attached ADUs and JADUs</u> Creating a new unit of housing for independent living</p>	<p>All attached ADUs</p>	
<p><u>Food Service Establishments</u></p>	<p>Commercial Kitchens and cooking equipment serving food on or off-site Can be revoked or natural gas infrastructure capped if use changes (e.g. changes from restaurant to retail)</p>	
<p><u>Approved industrial</u> Building Official makes the determination.</p>		
<p><u>Commercial Laundry Facilities</u></p>		
Option – Existing Buildings		
<p><u>Prohibit Gas Line Extensions</u></p>	<p>For remodels of single-family homes and ADU's. Prohibits adding gas capacity to what is already there. Requires new gas appliance installations to reduce BTU's through some other measure (e.g., replace an existing gas appliance with an electric one or remove it)</p>	<p>Addresses an important element of existing buildings</p>

Electric Vehicle Charging Requirements

<p>Be EV Ready</p> <ol style="list-style-type: none"> 1. Raceway with 208/240-volt branch circuit 2. Service Panel and/or Subpanel 40 amp Capacity and Space(s) 3. Electrical conforms to CA electrical code incl. a receptacle or blank cover 	<p>Single Family Homes: One- and Two-Family Homes, Townhomes with Private Garages, ADU's with dedicated parking</p>	
<ol style="list-style-type: none"> 1. EV Ready 85% of parking spaces w/Low Power Level 2 Receptacles 2. EV Chargers 15% of parking spaces require level 2 EVSE 	<p>Multifamily Dwellings</p>	<p>Based on # units with associated parking spaces</p>
<ol style="list-style-type: none"> 1. EV Capable 10% of parking spaces 2. EV Ready 35% of parking spaces w/Low Power Level 2 Receptacles 3. EV Chargers 10% of parking spaces require level 2 EVSE 	<p>All Non-Residential, including Hotels and Motels</p>	



Chris Benjamin
Director
Corporate Sustainability

77 Beale Street
San Francisco, CA 94105
christopher.benjamin@pge.com

November 9, 2022

VIA EMAIL TO: Mayor Kate Colin
kate.colin@cityofsanrafael.org

Mayor Kate Colin
San Rafael City Council
1400 5th Avenue
San Rafael, CA 94901

Dear Mayor Colin:

Pacific Gas and Electric Company (PG&E) is proud to provide electric and natural gas service to the City of San Rafael. As the state's largest energy provider, PG&E embraces our foundational role in transitioning California to a decarbonized and more climate-resilient economy. PG&E's *Climate Strategy Report* (available at www.pge.com/climate) shares our goals to achieve significant emissions reductions by 2030, reach net zero greenhouse gas emissions by 2040, and become "climate positive" by 2050, or actively removing more carbon from the environment than we emit as a company.

PG&E recognizes the value of building decarbonization as an important tool in meeting both PG&E's and the state's climate goals, and we welcome the opportunity to support the City of San Rafael's efforts to promote efficient, all-electric new construction. PG&E also appreciates the opportunity to avoid investments in new natural gas assets that might later prove underutilized as local governments and the state work together to realize long-term decarbonization objectives.

Beyond new construction, PG&E believes a multi-faceted approach is needed to cost-effectively achieve California's economy-wide greenhouse gas reduction objectives, including both strategic electrification and an orderly transition for the natural gas delivery system. In support of the transition, our climate goals include pursuing zonal electrification strategies and providing our hard-to-electrify customers with "greener" gas supplies, including renewable natural gas and potentially hydrogen over the longer-term. As California's decarbonization policies evolve, PG&E will continue to prioritize the safe and reliable operation of our electric and natural gas systems to continue supporting the customers that depend on us.

PG&E appreciates the partnership with the City of San Rafael during its policy development process, which allows us to prepare for the future and continue providing the best service possible to our customers. PG&E regularly forecasts electric load growth in our service area to assess the needs on the electric system and create plans and projects to address them and plan for the needs that all-electric buildings will require.

PG&E looks forward to continuing to work with the City of San Rafael to accomplish its policy goals and remains ready to engage with our customers, local governments, businesses, and community members to meet their needs safely, reliably, affordably, and with clean energy.

Thank you for your engagement with PG&E.

Sincerely,

A handwritten signature in black ink that reads "Chris Benjamin". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Chris Benjamin
Director

cc:

- Don Jeppson, Chief Building Official, City of San Rafael [don.jeppson@cityofsanrafael.org]
- Cory Bytof, Sustainability Program Manager, City of San Rafael [cory.bytof@cityofsanrafael.org]
- Alicia Giudice, Community Development Director, City of San Rafael [alicia.giudice@cityofsanrafael.org]
- Anna Brooks, Director, Local Government Affairs, PG&E [anna.brooks@pge.com]
- Kelly Cunningham, Codes, Standards & Cross-Cutting, PG&E [kelly.cunningham@pge.com]



MARIN COUNTY | NAPA COUNTY | UNINCORPORATED CONTRA COSTA COUNTY | UNINCORPORATED SOLANO COUNTY
BENICIA | CONCORD | DANVILLE | EL CERRITO | FAIRFIELD | LAFAYETTE | MARTINEZ | MORAGA | OAKLEY
PINOLE | PITTSBURG | PLEASANT HILL | RICHMOND | SAN PABLO | SAN RAMON | VALLEJO | WALNUT CREEK

November 8, 2022

San Rafael City Council
1400 Fifth Avenue, Room 203
San Rafael CA 94901

Dear Mayor Kate Colin and Members of the San Rafael City Council,

I am writing to express MCE's support for the City of San Rafael's proposed Green Building Reach Code Ordinance which seeks to implement all-electric requirements for new construction. Electrifying the building sector will significantly reduce local greenhouse gas (GHG) emissions, supporting MCE's mission to confront the climate crisis.

As we embark on a gradual transition to an all-electric building stock, MCE is planning for the increased electricity demand in our long-term power procurement practices. MCE works with our locally-elected Board of Directors and state regulatory agencies - including the California Energy Commission, the California Public Utility Commission, and the California Independent System Operator - to ensure that our customer's energy needs are met. We forecast electricity demand years in advance; our Operational Integrated Resource Plan is updated annually to reflect needs for the next decade. This includes resource adequacy requirements to procure enough energy to meet at least 115% of expected peak demand, ensuring electricity is available during hours of high consumption to mitigate the risk of outages.

As MCE continues to plan for increased electrical load, we are investing in battery storage both locally and on a utility-scale. These projects allow us to store solar energy produced during the day for use during peak hours of 4 - 9 p.m. and increases access to renewable energy while improving grid reliability. Projects such as MCE's Daggett, Golden Fields, Humidor, and Ranch Sereno will collectively supply over 325 MW of utility scale solar + storage, enough to power approximately 133,000 homes.

MCE supports the City of San Rafael's Green Building Reach Code Ordinance, and we appreciate the opportunity to provide this letter.

Sincerely,

Jamie Tuckey
Chief of Staff, MCE
(415) 688-1054

**Agenda Item 5.c Master Fee Schedule -
Continued to a future City Council meeting**



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Finance

**Prepared by: Nadine Atieh Hade,
Administrative Services Director**

City Manager Approval: _____

TOPIC: YEAR-END FINANCIAL STATEMENTS AND RELATED AUDIT REPORTS

SUBJECT: FISCAL YEAR 2021-2022 ANNUAL FINANCIAL REPORT; GANN APPROPRIATIONS LIMIT; MEMORANDUM ON INTERNAL CONTROL; REPORT OF REQUIRED COMMUNICATIONS; AND THE CHILD DEVELOPMENT PROGRAM FINANCIAL REPORT

RECOMMENDATIONS:

Accept the Fiscal Year 2021-2022 Annual Financial Report, Gann Appropriations Limit Report, Memorandum on Internal Control, Report of Required Communications, and the Child Development Program Financial Report.

BACKGROUND:

As required by local code, State law, bond covenants, and best practices, the City of San Rafael completes an annual audit of its financial activities. The auditing firm of Maze and Associates, Accountancy Corporation conducted the audit for fiscal year 2021-2022. Their work was completed in accordance with generally accepted auditing standards, issued by the Comptroller General of the United States; and the provisions of Office of Management and Budget Circular A-133, Audits of State and Local Government and Non-Profit Organizations.

The requirements of Section 1.5 of Article XIII B of the California Constitution are met with an agreed-upon procedure report applied to the Gann Appropriation Limit calculated for the year ending June 30, 2023. A Memorandum on Internal Control is also prepared by the auditors to address the City's controls over its financial activities. These reports are attached to this staff report.

As part of the fiscal year-end activities, the Finance and Library & Recreation departments worked with the auditors to complete the annual audit of the City's childcare program, as required by the State of California.

For the year ending June 30, 2022, the City did not receive funds under the purview of the Transportation Development Act. Therefore, no separate audit report was completed to satisfy requirements of the State of California pertaining to these funds.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

ANALYSIS:

Overview

Fiscal Year 2021-22 marked what appears to be a transition from the highs of fiscal 2020-21 as it began with continuing strong revenue growth from sales and use taxes and ended with a bit of a pull-back as inflation and other concerns weighed on economic activity. Overall results were positive, but the latter half of the year portends difficulties for future periods as the global economy navigates numerous challenges to growth.

Fiscal Year 2021-22 Annual Financial Report – City-wide Financial Results

The actual results of the City's financial activities are presented in the attached Annual Comprehensive Financial Report. The report includes Government-wide financial statements with governmental activities and business-type activities presented separately. Net position is one indicator of the City's financial position. At the end of the fiscal year, net position of the City governmental activities inclusive of all governmental funds, all assets of the City (including infrastructure) and all liabilities (including long-term debt) was \$234 million, an increase of \$77.8 million from the prior year adjusted balance.

This increase is mainly attributable to a couple of factors. First, Pension and Other Pensionable Employee Benefits (OPEB) adjustments, based mainly on fiscal 2020-21 activity, greatly reduced expenses as the extraordinary market gains achieved during the measurement period caused Pension and OPEB related expenses to turn negative for the year. The adjustments are reflected in the reduction of functional expenses on the Statement of Activities and, as a result, report stark declines from prior years. Also significantly impacting the increase was the recognition of American Rescue Plan Act proceeds reflected in Operating Grants and Contributions on the Statement of Activities. The funds were recognized after a finalization of regulations with respect to the disbursements and qualified as revenue loss from the pandemic. Also impacting the net position were positive results from strong sales and use tax growth for much of the year as well growth in property tax rolls as we begin to realize the impacts of the housing boom of the prior years. The Parking Fund, reported as a business-type activity, ended the fiscal year with a net position of \$1 million, or \$1.1 million greater than that of the previous fiscal year. The increase was caused by the aforementioned pension and OPEB adjustments and are not reflective of the operational struggles of the program, which have not fully recovered from the shutdowns of the COVID-19 pandemic.

Additional explanatory information is provided in the Management's Discussion and Analysis (MD&A) section beginning on page five of the attached CAFR. The MD&A provides key highlights and a summary view of financial activities for the year.

Financial Results: General Fund

General fund revenues exceeded expenditures by \$16.9 million, mainly due to the recognition of ARPA revenue during the year. Gains achieved from growth in the City's major revenue sources were largely offset by increased projected claims related to Liability and Workers' Compensation self-insurance programs as well as an unrealized loss on investments resulting from the decrease in fair value as of June 30, 2022, caused by rapidly rising interest rates.

The fund balance of the General Fund as of June 30, 2022, was \$33.8 million (an increase of \$16.9 million from the prior year balance): \$95 thousand is non-spendable, \$9.4 million is committed, and \$24.3 million is assigned. The committed portion of \$9.4 million is for emergency and cash flow needs which meets the minimum target reserve levels at 10% of general fund operating expenditures.

Gann Appropriations Limit

The Agreed-Upon Procedures report for the Gann Appropriations Limit required three procedures to be performed including testing the accuracy of the calculations and comparison of information presented. No exceptions were noted in these procedures for compliance with the Proposition 111 fiscal year 2022-2023 Appropriations Limit calculation.

Memorandum on Internal Control

The auditors are required to communicate to the City Council matters that come to their attention relating to the audit in a report entitled Memorandum on Internal Control. Findings of deficiencies in internal controls were mainly due to administrative and clerical errors. Staff responses addressing each comment are included in the Memorandum.

Required Communications

Professional standards require that certain information regarding significant audit findings related to the audit be communicated to those charged with governance. These communications include minor changes to accounting policies, new accounting pronouncements, and a discussion of significant accounting estimates among other items. No adverse communications were noted.

Child Development Program (Childcare) Financial Report

The Childcare Program continues to have negative operating results resulting from the pandemic, with \$3.2 million in total revenues and \$3.3 million in expenditures for the fiscal year. As a result, the fund balance decreased from \$508 thousand to \$352 thousand. Although the results are negative for the year, the program showed progress in both the increase in revenues and reduction of expenses when compared to the prior year. The audit resulted in no adverse findings.

FISCAL IMPACT:

No fiscal impact occurs by the City Council's acceptance of these reports. The fiscal year 2021-22 Comprehensive Annual Financial Report and related reports are presented as the actual results of the City and related entities' financial activities for the year.

RECOMMENDATION:

Staff recommends that City Council accept the reports as presented. The reports will remain as "draft" until City Council has accepted the reports.

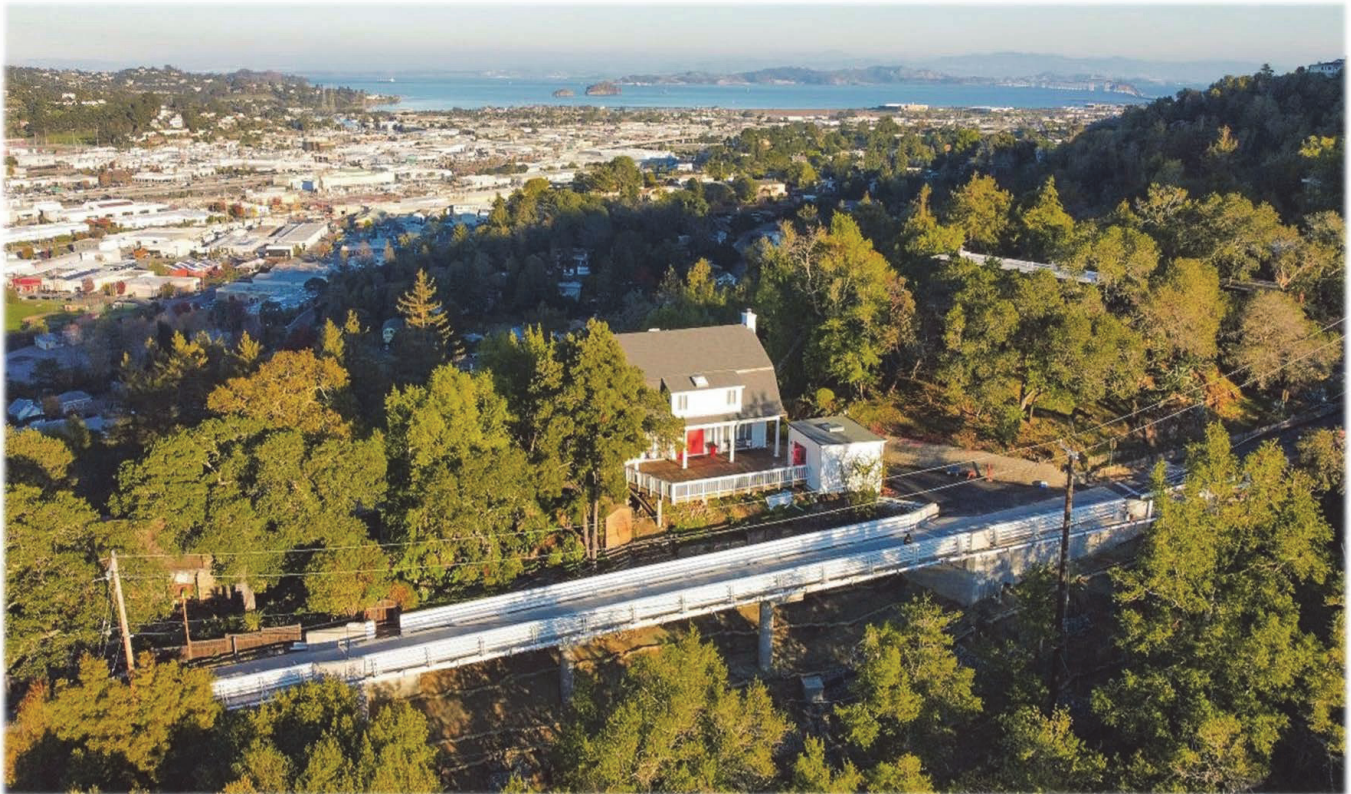
ATTACHMENTS:

1. FY 2021-22 Draft Comprehensive Annual Financial Report
2. FY 2021-22 Draft Gann Appropriations Limit
3. FY 2021-22 Draft Memorandum of Internal Controls
4. FY 2021-22 Draft Required Communications
5. FY 2021-22 Draft Child Development Program Financial Report



SAN RAFAEL
THE CITY WITH A MISSION

ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2022



Southern Heights Bridge, San Rafael, California



ANNUAL COMPREHENSIVE FINANCIAL REPORT

For the Fiscal Year Ended
June 30, 2022

City of San Rafael, California
1400 Fifth Avenue
San Rafael, California 94901

Prepared by the Finance Department of the City of San Rafael





Goat grazing near Robert Dollar Drive

INTRODUCTORY SECTION



CITY OF SAN RAFAEL, CALIFORNIA

ANNUAL COMPREHENSIVE FINANCIAL REPORT
For the Year Ended June 30, 2022

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INTRODUCTORY SECTION

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CITY OF SAN RAFAEL, CALIFORNIA

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CITY OF SAN RAFAEL, CALIFORNIA

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CITY OF SAN RAFAEL, CALIFORNIA

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November 21, 2022

Honorable Mayor, Members of the City Council and Residents of San Rafael:

The Annual Comprehensive Financial Report (“Annual Report”) of the City of San Rafael (“City”) for the year ended June 30, 2022, is hereby submitted as required by local ordinances, state statutes and bond covenants. This financial report has been prepared in conformance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) and includes the report of the independent certified public accounting firm, Maze and Associates Accountancy Corporation, which has issued an unmodified, or “clean” opinion on the City’s financial statements for the fiscal year ended June 30, 2022.

The independent audit of the financial statements is part of a broader, federally mandated examination known as a “Single Audit”, which is designed to meet the needs of federal grantor agencies. The standards governing Single Audits require the independent auditor to report on the audited agency’s internal controls and compliance with legal requirements, with special emphasis on such controls and requirements involving the administration of federal funding. These reports will be available in the City’s separately issued Single Audit Report.

City Management is responsible for both the data accuracy, and the completeness and fairness of the presentation of this report. To the best of our knowledge and belief, the data presented is accurate in all material respects and is reported in a manner that presents fairly the financial position and results of operations of the various funds and component units of the City. Further, the Annual Report is prepared in accordance with procedures and policies set by the Government Finance Officers Association. The analysis of the financial condition and the result of operations can be found in the financial section of the Management’s Discussion and Analysis document. The Annual Report is organized into three sections:

1. Introductory section, which is unaudited, includes this letter of transmittal, an organizational chart and a list of the City’s elected and appointed officials.
2. Financial section, includes the basic financial statements, related footnote disclosures, and the combining and individual fund financial statements and schedules, as well as the independent auditors' report.
3. Statistical section, which is unaudited, includes selected financial and demographic information, presented on a multi-year basis. Generally, ten-year data is presented for expenditures, revenues, assessed valuation for local properties and construction activity.



REPORTING ENTITY – PROFILE OF THE GOVERNMENT

The City of San Rafael is located 17 miles north of San Francisco in Marin County. Protected by its Mediterranean like setting along the shores of the San Francisco Bay, the City enjoys a mild climate year-round. As the County seat, San Rafael is considered the commercial, financial, cultural and civic hub of Marin County. Abundant recreational facilities are available in and around the City. The City's park and recreational resources include 24 city parks, 393 acres of developed parkland, city and county open space, and China Camp State Park. San Rafael is close to other attractions, including the Golden Gate Bridge, Muir Woods, Point Reyes National Seashore, Mount Tamalpais, multiple state parks, San Francisco, Oakland and the Sonoma and Napa wine country.

In 1874, the City became the first incorporated city in the county, later becoming a charter city in 1913 by vote of City residents. The City Council comprises five members; four are elected to four-year terms while the mayor is elected separately to a four-year term. The City's land area is 22 square miles, including seventeen square miles of land and 5 of water and tidelands. San Rafael's population on January 1, 2022, was 60,560.

Downtown San Rafael is the location of many community events, including Second Friday Art Walks, the Sunset Criterium Bike Race, Mill Valley Film Festival, Parade of Lights and Holiday Festival, and is one of only 14 Cultural Arts Districts in the State of California. San Rafael is also the heart of the County's cultural activities with venues such as the Marin Center, which presents numerous ballets, concerts, speaking engagements as well as the award-winning Marin County Fair; the Falkirk Cultural Center, providing art exhibits and children's programming; the Christopher B. Smith Film Center, and a host of other diverse dining and entertainment venues.

The City provides a full range of municipal services required by statute or charter, namely: police and fire protection, construction and maintenance of streets, parks, storm drains and other infrastructure, recreation, childcare, permits, planning, code enforcement, and a library system serving three locations. The City performed certain infrastructure construction and economic development activities through a separate Redevelopment Agency until its dissolution on February 1, 2012. The City of San Rafael accepted the role of Successor Agency to the Redevelopment Agency per Council action on January 3, 2012, and now conducts its economic development activities with funding from its General Fund.

The City and California Municipal Finance Authority compose the San Rafael Joint Powers Financing Authority, originally established by the City and former Redevelopment Agency for the purpose of financing redevelopment and other projects. The San Rafael Sanitation District is a discretely presented component unit of the City and is presented independent of City financial information. For a further explanation of these entities, refer to Note 1 – Summary of Significant Accounting Policies in the Financial Section of the Annual Report.

The City participates in various organizations through formally organized and separate entities established under the Joint Exercise of Powers Act of the State of California. As separate legal entities, these agencies exercise full powers and authorities within the scope of the related Joint Powers Agreement including the preparation of annual budgets, accountability for all funds, and the power to make and execute contracts. Obligations and liabilities of the separate entities are not those of the City. For a further explanation of these separate entities, refer to Note 12 – Jointly Governed Organizations in the Annual Report.

Building from over a decade of community efforts to address San Rafael's aging essential public safety facilities, the Essential Facilities project has been underway with major milestones met during the year. In August of 2020 the City completed and placed into service the new Public Safety Center, a state-of-the-art facility for police headquarters and public safety services. On October 18, 2021, the City Council approved a construction bid for Fire Station 54 and Fire Station 55 and construction is currently underway.

ECONOMIC FACTORS

The City has a diversified economic base, which includes an assortment of high-tech, financial, service-based, entertainment and industrial businesses. Downtown San Rafael provides a mix of restaurants, retail shops and financial institutions. The City's varied economic base is reflected in its property tax base, which is 71% residential, 19% commercial, 2% industrial, and 8% unsecured and others. The top 25 sales tax producers provide 52% of overall sales tax revenues.

With the COVID-19 pandemic waning, the macro-economic environment is facing increasing challenges on its road to recovery. Inflation is running at 40-year highs and actions by the Federal Reserve to contain it threaten to slow economic activity for the near-term. Further, supply chain disruptions persist with ongoing challenges at the ports, railway networks, and the state's trucking industry causing delays in getting goods to market.

Locally, Marin County is still recovering from the effects of the pandemic, however, as the county's workforce is more concentrated in the finance, science, and information sectors there is hope the region's employment figures will continue to outperform much of the state that relies more heavily on personal service and retail.

Demographic Data

The following is a sample of demographic and economic attributes that make San Rafael an exceptional place to live and work.

- ☒ Economic development organizations in San Rafael include the San Rafael Chamber of Commerce, Downtown Business Improvement District, and the Marin Economic Forum.
- ☒ Marin County's top 10 employers include Kaiser Permanente, Marin Health Medical Center, Dominican University of California, Marin Community Clinics, Novato Community Hospital, Hospice by the Bay, W Bradley Electric, Wells Fargo, Community Action Marin, and BioMarin.
- ☒ Major shopping areas, as measured in available retail square footage, include the Downtown corridor (938,000 aggregate), Northgate Mall (725,000), Montecito Center (130,000) and Northgate One (113,900).
- ☒ The top three sales tax categories during the fiscal year ended June 30, 2022, for San Rafael were: 1. Autos and Transportation (30%), 2. Building and Construction (22%), and 3. State and County Pools, which mainly reflects ecommerce activity (16%).
- ☒ Several hotels and motels support tourism activity, led by a combined 471 rooms in the Embassy Suites and Four Points Sheraton. Citywide, the total number of hotel rooms is 787.
- ☒ Establishing and maintaining affordable residential housing for sale and lease continues to be a challenge both in San Rafael and throughout Marin County. The median rent for an apartment in San Rafael is \$2,752. The median home value in San Rafael is \$1,507,497.

Recent growth and economic vibrancy:

- The City is enjoying a boost in development of hotel rooms thanks to a new AC Marriott Hotel currently under construction in the heart of our Downtown. A dual-brand Hampton Inn/H2 Hotel is also coming soon in the East San Rafael neighborhood to serve a variety of large retailers and businesses as well as workers within the traditionally industrial area. These two hotels combined are expected to add 325 new hotel rooms to the City and generate Transit Occupancy Tax (TOT).
- The City has embarked upon its first ever Economic Development Strategic Plan by retaining Kosmont Companies to prepare a detailed proposal of insightful, actionable recommendations that provide measurable benefits and value for the City of San Rafael's economic vitality.
- San Rafael continues to serve our local business and restaurant community by implementing a structured formal outdoor dining program called the Streetary Program, which will replace the temporary emergency outdoor dining program that greatly supported our businesses during the COVID-19 pandemic. In coordination with the Business Improvement District, the City has also reimaged the 'Dining Under the Lights' event into a tailored, post-COVID program including block parties and entertainment that draws foot traffic to our downtown.



FINANCIAL INFORMATION

The City's management is responsible for establishing and maintaining internal controls to ensure that the City's assets are adequately protected from loss, theft or misuse. In addition, management controls ensure that proper accounting data is collected so as to prepare reports in conformance with generally accepted accounting principles.

Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding: (1) the safeguarding of assets against loss from unauthorized use or disposition; and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived. All internal control evaluations occur within the above framework. It is management's belief that the City's internal accounting controls adequately safeguard assets and provide reasonable assurance that financial transactions are properly recorded.

The City develops a budget based upon City Council priorities and department objectives. The Finance Department maintains a traditional line-item budget by major function. Budget control is accomplished at the functional or division level within each fund. This budget creates a comprehensive management and fiscal system aimed at achieving the objectives of each operating level consistent with those that have been set for the community by the City Council. Each department director is responsible for accomplishing goals within his or her functional area and monitoring the use of her or his budget allocations consistent with policies set by the City Council and monitored by the City Manager.



ACKNOWLEDGMENTS

The preparation of this City-wide document would not have been possible without the assistance of each of the City's departments. In addition, Finance support staff Kate Llamas, Whitney Zimmerman, Rayanne Lulay, Damien Oyobio, Claire Coleman, and Finance lead Shawn Plate, with oversight by Accounting Manager Van Bach and Administrative Services Director Nadine Atieh Hade were key to the timely issuance of this report. We believe this document meets the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting requirements and will be submitting it to the GFOA to determine its eligibility. If accepted, this will mark the eleventh consecutive year for which the City received the award.

Lastly, we appreciate the ongoing leadership and support from the Mayor and City Councilmembers. Their strong commitment to financial accountability and stewardship provide inspiration to the organization and motivate a high level of achievement.

Respectfully submitted,

Jim Schutz
City Manager

Nadine Atieh Hade
Administrative Services
Director



SAN RAFAEL
THE CITY WITH A MISSION

MISSION STATEMENT

The Mission of the City of San Rafael is to enhance the quality of life and to provide for a safe, healthy, prosperous and livable environment in partnership with the community.

VISION STATEMENT

Our vision for San Rafael is to be a vibrant economic and cultural center reflective of our diversity, with unique and distinct neighborhoods in a beautiful natural environment, sustained by active and informed residents and a responsible innovative local government.

January 1996



SAN RAFAEL
THE CITY WITH A MISSION

City Council and Staff

As of November 21, 2022

City Council

Kate Colin, Mayor
Rachel Kertz, Vice Mayor
Maribeth Bushey, Councilmember
Eli Hill, Councilmember
Maika Llorens Gulati, Councilmember

Elected Officials

Rob Epstein, City Attorney
Lindsay Lara, City Clerk

Executive Team

Jim Schutz, City Manager
Cristine Alilovich, Assistant City Manager
David Spiller, Chief of Police
Darin White, Fire Chief
April Miller, Public Works Director
Alicia Giudice, Community Development Director
Catherine Quffa, Library & Recreation Director
Nadine Atieh Hade, Administrative Services Director
Sean Mooney, Director of Digital Service & Open Government
Genevieve Coyle, Assistant City Attorney



LOCATION MAP



ORGANIZATIONAL CHART

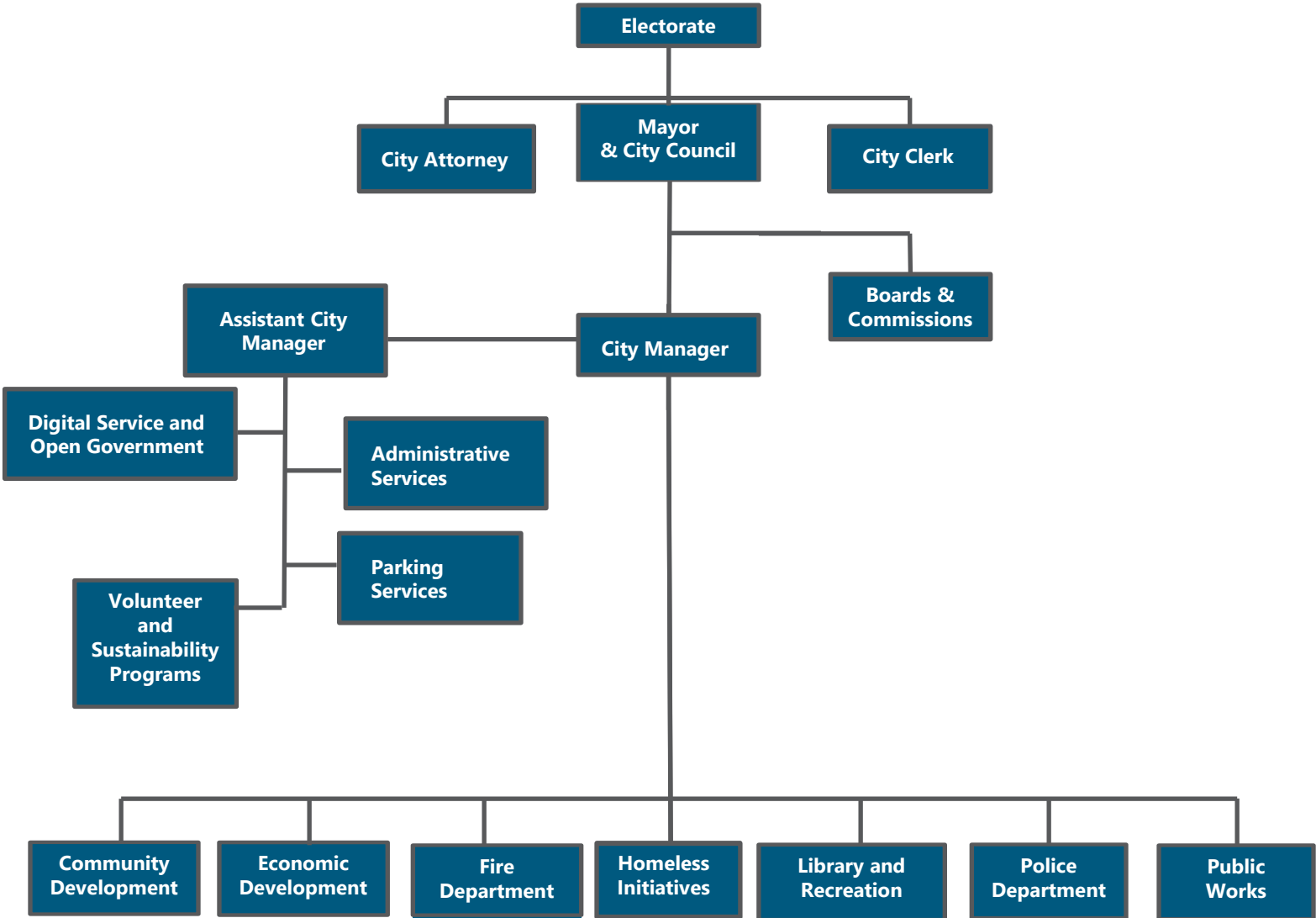
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Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**City of San Rafael
California**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2021

Christopher P. Morill

Executive Director/CEO





“Streetary”, Downtown San Rafael

FINANCIAL SECTION





INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the City Council
City of San Rafael, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of San Rafael (City), California, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the Table of Contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City as of June 30, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirement relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Change in Accounting Principles

Management adopted the provisions of Governmental Accounting Standards Board Statement No. 87, *Leases*, which became effective during the year ended June 30, 2022 and required restatement of certain governmental activities lease-related balances as discussed in Note 1S to the financial statements.

Management also adopted the provisions of Governmental Accounting Standards Board Statement No. 98, *The Annual Comprehensive Financial Report*, for the year ended June 30, 2022, which establishes the term annual comprehensive financial report and its acronym ACFR. That new term and acronym replace instances of comprehensive annual financial report and its acronym in generally accepted accounting principles for state and local governments.

The emphasis of these matters does not constitute a modification to our opinions.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and other required supplementary information as listed in the Table of Contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The accompanying Supplementary Information, as listed in the Table of Contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Introductory Section and Statistical Section listed in the Table of Contents, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 21, 2022, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Pleasant Hill, California
November 21, 2022

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

This analysis of the City of San Rafael's (City) financial performance provides an overview of the City's financial activities for the fiscal year ended June 30, 2022. Please read it in conjunction with the basic financial statements and the accompanying notes to those basic financial statements.

FINANCIAL HIGHLIGHTS

Government-wide:

- *Net Position* – The assets and deferred outflows of the City exceeded its liabilities and deferred inflows as of June 30, 2022, by \$244 million.
- *Activities* – During the fiscal year the City's total revenues of \$152.2 were greater than expenses of \$73.4 million for governmental and business-type activities.
- *Changes in Net Position* – The City's total net position increased by \$78.9 million in fiscal year 2021-2022 as compared to the net position of the previous year. Net position of governmental activities increased by \$77.8 million, while net position of the business-type activities increased by \$1.1 million.

Fund Level:

- *Governmental Funds* – As of the close of fiscal year 2021-2022, the City's governmental funds reported combined ending fund balances of \$71.9 million, an increase of \$17.1 million primarily due the recognition of \$16.1 million in American Rescue Plan Act (ARPA) funding. Of this total amount, \$185 thousand is nonspendable, \$36.4 million is restricted, \$10.9 million is committed, and \$24.4 million is assigned.
- Governmental fund revenues totaled \$147.1 million, an increase of \$23.1 million from the those of the previous fiscal year. Approximately \$16.1 million was due to the recognition of ARPA funding, \$4 million can be attributed to larger use tax remittances with a full year of Measure R proceeds recorded during the year as opposed to one quarter in fiscal 2020-2021. The remainder is mainly due to increased grant activity related to projects during the year, offset by a negative fair value adjustment of approximately \$2 million against the pooled fixed income investment portfolio for the year.
- Governmental fund expenditures increased by \$15.8 million to \$132.4 million, from \$116.5 million in the prior year, due to a number of factors. Compensation increased following labor negotiations in the prior year and the repayment of furloughs enacted during the prior fiscal year additionally, project expenditures increased as we begin to deploy ARPA funds as well as Essential Facilities Capital Projects increasing with the construction of Fire Stations 45 and 55 adding \$3.8 million in charges. Overall, we also experienced increasing costs for goods and services across the board.
- Enterprise fund net position increased \$1.1 million to \$10 million as a result of pension adjustments related to market gains achieved in FY 2020-2021 (measurement year), which is also responsible for the decrease in Enterprise operating expenses of \$1.5 million when compared to the previous year.

OVERVIEW OF FINANCIAL STATEMENTS

The Annual Comprehensive Financial Report is composed of the following:

1. Introductory section, which includes the Transmittal Letter and general information
2. Management's Discussion and Analysis (this part)
3. Basic Financial Statements, which include the Government-wide and the Fund financial statements, including Fiduciary Funds, along with the Notes to these financial statements
4. Combining statements for Non-Major Governmental Funds and Internal Service Funds
5. Statistical Information

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements, which have three components: 1) Government-wide Financial Statements, 2) Fund Financial Statements, and 3) Notes to the Basic Financial Statements.

The basic financial statements include the City (primary government) and all legally separate entities (component units) for which the government is financially accountable. This report also contains other supplementary information in addition to the basic financial statements for further information and analysis.

Government-wide Financial Statements

The government-wide financial statements present the financial picture of the City and provide readers with a broad view of the City's finances. These statements present governmental activities and business-type activities separately and include all assets of the City (including infrastructure) as well as all liabilities (including long-term debt). Additionally, certain interfund receivables, payables, and other interfund activity have been eliminated as prescribed by generally accepted accounting principles.

The *Statement of Net Position and the Statement of Activities and Changes in Net Position* report information about the City as a whole. These statements include *all* assets and liabilities of the City using the *accrual basis of accounting*, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account, regardless of when cash is received or paid.

The *Statement of Net Position* presents information on all of the City's assets, deferred outflows/inflows of resources, and liabilities, with the difference reported as net position. Over time, increases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *Statement of Activities and Changes in Net Position* presents information showing how the City's net position changed during the year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of timing of related cash flows.

In the *Statement of Net Position* and the *Statement of Activities and Changes in Net Position*, City activities are separated as follows:

Governmental Activities – Most of the City's basic services are reported in this category, including Public Safety, Public Works and Parks, Community Development, Cultural and Recreation, and Government Administration (finance, human resources, legal, City Clerk and City Manager operations). Property tax, sales and use taxes, user fees, interest income, franchise fees, hotel taxes, business licenses, and property transfer taxes, plus state and federal grants finance these activities.

Business-type Activities – The City charges fees to customers to cover the full costs of certain services it provides. The City's Parking Services program is the City's sole business-type activity.

Discretely Presented Component Units – The government-wide financial statements include not only the City itself (the primary government), but also the San Rafael Sanitation District, a legally separate entity for which the City is financially accountable. Financial information for the San Rafael Sanitation District is reported separately from the financial information presented for the primary government.

The government-wide financial statements can be found on pages 23 through 25 of this report.

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

Fund Financial Statements and Major Component Unit Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City are divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

The fund financial statements provide detailed information about each of the City's most significant funds called major funds. Each major fund is presented individually with all non-major funds summarized and presented in a single column. Further detail on the non-major funds is presented on pages 122 through 137 of this report.

Governmental Funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financial capacity.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for government funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. These reconciliations are presented on the page immediately following each governmental fund financial statement.

The City has thirty-two governmental funds, of which four are considered major funds for presentation purposes. Each major fund is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances. The City's four major funds are: the General Fund, Traffic and Housing Mitigation Fund, Gas Tax Fund and Essential Facilities Capital Projects Fund. Data from the other twenty-five governmental funds are combined into a single, aggregated presentation. The basic governmental fund financial statements can be found on pages 28 through 31 of this report. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements on pages 122 through 137 of this report.

Proprietary Funds – The City maintains two different types of proprietary funds - enterprise funds and internal service funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses an enterprise fund to account for its Parking Services program and reports it as a major fund. Internal service funds are used to accumulate and allocate costs internally among the City's various functions. The City uses internal service funds to account for its building maintenance; vehicle, equipment and computer replacement; workers' compensation; general liability; self-insured dental program; other employee and retiree benefits programs. Because these services predominantly benefit governmental rather than business-type functions, they have been included within governmental activities in the government-wide financial statements.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. Like the government-wide financial statements, proprietary fund financial statements use the accrual basis of accounting. There is no reconciliation needed between the government-wide financial statements for business-type activities and the proprietary fund financial statements.

The proprietary fund financial statements can be found on pages 34 through 36 of this report.

CITY OF SAN RAFAEL**Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022**

Fiduciary Funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The City acts as an agent on behalf of others, holding amounts collected, and disbursing them as directed or required. The City's fiduciary activities are reported in the separate Statements of Fiduciary Net Position and the Statement of Changes in Fiduciary Net Position. The City's fiduciary funds include a private purpose trust fund to account for activities of the City of San Rafael Successor Agency and a custodial fund that accounts for resources held by the City in a custodial capacity for the Pt. San Pedro Road Assessment District. Information for the fiduciary funds can be found on pages 38 through 39 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 41 through 95 of this report.

Required Supplementary Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. One section includes budgetary comparison statements for the General Fund and major funds (general, gas tax, and traffic and housing mitigation). The other section includes schedules of funding progress for the Marin County Employees' Retirement System and the City's OPEB plan. All budgeted positions that are filled by either full-time or permanent part-time employees (working seventy-five percent of full-time equivalent) are eligible to participate in the system and the OPEB plan. Required supplementary information can be found on pages 96 through 111 of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS***Statement of Net Position***

Net position measures the difference between (a) assets and deferred outflows of resources and (b) liabilities and deferred inflows of resources. During this fiscal year, the net position of the City was \$234.3 million from Governmental Activities and \$10.1 million from Business-type Activities, for a total of \$244.4 million. This represents an increase of \$78.9 million from the prior year net position.

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

The following is the condensed Statement of Net Position for the fiscal years ended June 30, 2022 and 2021:

Summary of Net Position
(in thousands)

	Governmental Activities		Increase	Business-Type Activities		Increase
	2022	2021 (A)	(Decrease)	2022	2021	(Decrease)
Current and other assets	\$174,072	\$106,662	\$67,410	\$3,568	\$2,536	\$1,032
Capital assets	294,928	279,337	15,591	15,281	15,505	(224)
Total assets	<u>469,000</u>	<u>385,999</u>	<u>83,001</u>	<u>18,849</u>	<u>18,041</u>	<u>808</u>
Deferred outflows (Notes 9 and 11)	<u>42,534</u>	<u>57,577</u>	<u>(15,043)</u>	<u>1,312</u>	<u>1,864</u>	<u>(552)</u>
Current and other liabilities	19,246	23,067	(3,821)	533	464	69
Noncurrent liabilities	88,630	242,272	(153,642)	4,086	9,793	(5,707)
Total liabilities	<u>107,876</u>	<u>265,339</u>	<u>(157,463)</u>	<u>4,619</u>	<u>10,257</u>	<u>(5,638)</u>
Deferred inflows (Notes 4G, 9 and 11)	<u>169,434</u>	<u>21,739</u>	<u>147,695</u>	<u>5,475</u>	<u>678</u>	<u>4,797</u>
Net Position:						
Net investment in capital assets	246,438	228,253	18,185	11,256	11,174	82
Restricted	36,668	36,175	493	0	0	0
Unrestricted	(48,883)	(107,930)	59,047	(1,189)	(2,205)	1,016
Total net position	<u>\$234,223</u>	<u>\$156,498</u>	<u>\$77,725</u>	<u>\$10,067</u>	<u>\$8,969</u>	<u>\$1,098</u>

(A) Not restated for the effects of GASB Statement No. 87 implementation. See Note 1S for additional information.

Current and other governmental assets increased by \$67.4 million, primarily resulting from the inclusion of a Net Pension Asset of \$46.6 million as the City's pension plan became fully funded following substantial gains during the measurement period, as well as the recognition of ARPA revenues during the year of \$8 million. The remainder is primarily the result of positive operating results as revenue growth outpaced expense growth during the year. The \$15.6 million increase in capital assets reflects project-to-date activity for Fire Station 54 and 55 construction and improvements in combination with major traffic infrastructure improvements. The decrease of \$15 million in deferred outflows is primarily a result the impact of pension-related investment gains during the measurement year which caused the unamortized net difference between projected and actual earnings on plan investments to shift to a deferred inflow. In order to decrease the volatility of the measurement of net pension liability gains and losses in excess of those projected are capitalized and amortized over a five-year period. Current and other liabilities decreased by approximately \$3.8 million, primarily due to the recognition of ARPA funds that were classified as unearned revenue in the prior year, offset by an increase in accounts payable of \$3.6 million. Noncurrent governmental liabilities decreased by \$153.6 million mainly as a result of the reclassification of net pension liability to net pension asset mentioned previously. Deferred inflows increased by \$147.7 million mainly as a result of the net difference between projected and actual earning on investments during the measurement period that resulted in a substantial net deferred inflow.

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

The net position in business-type activities reflects the fiscal activity of the Parking Services program and increased by \$1.1 million from the previous year as a result of pension adjustments noted above for extraordinary gains during the measurement period. Capital assets decreased by \$224 thousand due to current year depreciation. The decreases in noncurrent liabilities and deferred outflows and related increases in deferred inflows and current and other assets was due to the pension-related adjustments mentioned above. The \$69 thousand increase in current liabilities is driven by the increase accounts payable to end the year.

At June 30, 2022, the largest portion of total net position in the amount of \$257.7 million consisted of the City's investment in capital assets net of related debt. This component represents the total amount of funds required to acquire capital assets less any related debt used for such acquisition that is still outstanding. The City uses these assets to provide services to residents. The capital assets of the City are not sources of income for repayment of debt as most assets are not revenue generating and generally are not liquidated to repay debt. Therefore, debt service payments are funded from other sources available to the City.

A portion of the City's total net position, \$36.7 million, is subject to external restrictions, and their use is determined by those restrictions whether legal or by covenant. The remaining portion, unrestricted negative \$50 million, represents the extent to which the net investment in capital assets and restricted net position exceed total net assets.

Net Position as of 6/30/2022	
(in thousands)	
Invested in Capital Assets (net)	\$257,694
Restricted	36,668
Unrestricted	<u>(50,072)</u>
Total Net Position	<u><u>\$244,290</u></u>

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

Statement of Activities - Governmental

The following is the condensed Statement of Activities and Changes in Net Position for the fiscal years ended June 30, 2022 and 2021:

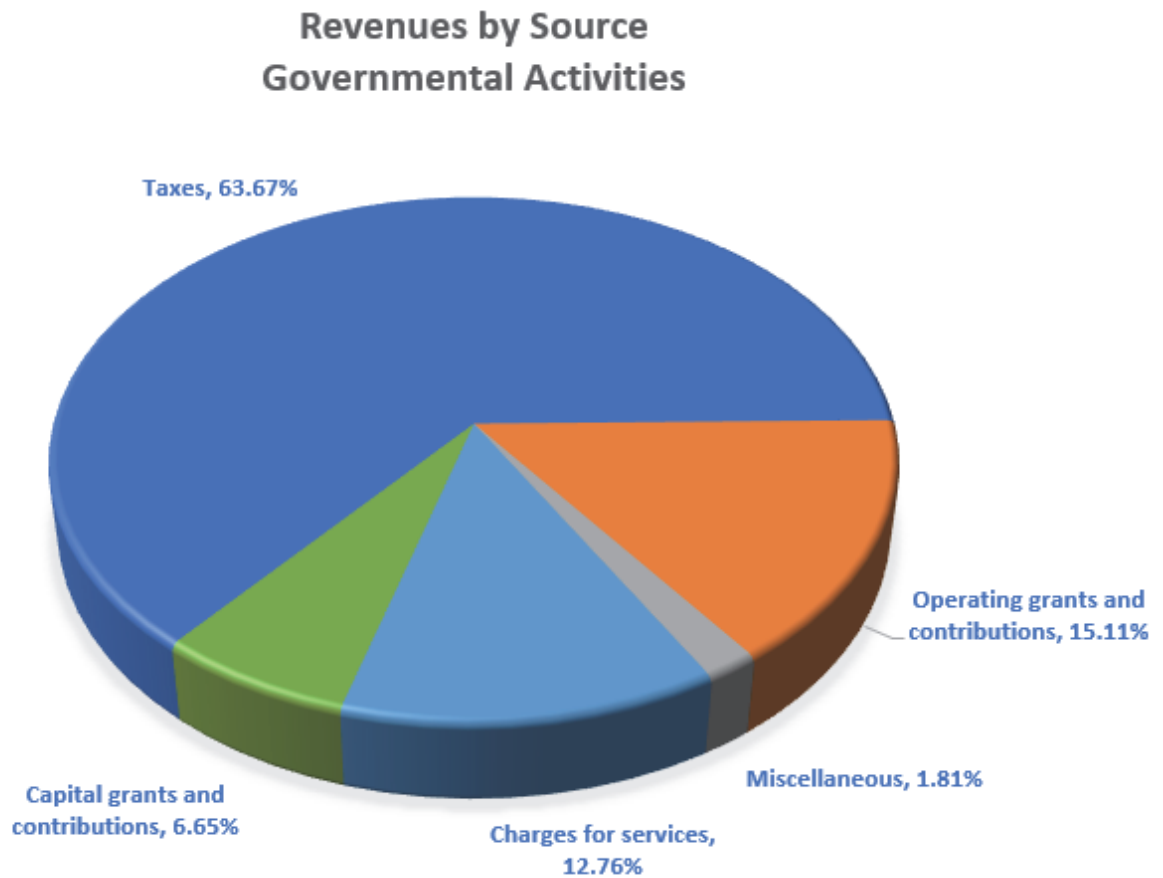
Summary of Changes in Net Position (in thousands)			
	Governmental Activities		Increase
	2022	2021	(Decrease)
REVENUES			
Program revenues:			
Charges for services	\$18,938	\$19,764	(\$826)
Operating grants and contributions	22,521	5,133	17,388
Capital grants and contributions	9,868	8,719	1,149
Total program revenues	51,327	33,616	17,711
General revenues:			
Property taxes	32,324	30,994	1,330
Sales taxes	44,110	39,599	4,511
Paramedic tax	5,110	5,153	(43)
Transient occupancy tax	2,976	1,798	1,178
Franchise tax	4,210	3,974	236
Business license tax	2,646	2,575	71
Other taxes	3,109	2,997	112
Investment earnings	(1,424)	389	(1,813)
Gain from sale of capital assets	990	-	990
Miscellaneous	2,966	2,840	126
Total general revenues	97,017	90,319	6,698
TOTAL REVENUES	148,344	123,935	24,409
EXPENSES			
General government	10,459	12,255	(1,796)
Public safety	34,379	54,737	(20,358)
Public works and parks	14,031	20,750	(6,719)
Community/economic development	2,835	5,804	(2,969)
Culture and recreation	7,431	10,619	(3,188)
Interest on long-term debt	2,005	1,936	69
TOTAL EXPENSES	71,140	106,101	(34,961)
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENSES	77,204	17,834	59,370
Transfers in	521	538	(17)
Total Other Financing Sources (Uses)	521	538	(17)
Net Change in Net Position	77,725	18,372	59,353
Beginning Net Position	156,498	138,126	18,372
Ending Net Position, June 30	\$234,223	\$156,498	\$77,725

CITY OF SAN RAFAEL
Management’s Discussion and Analysis
Fiscal Year Ended June 30, 2022

The City’s governmental activities net position increased by \$77.7 million during fiscal year 2021-2022. Year-over-year increases in revenues of \$24.4 million were mainly the result of the recognition of ARPA proceeds of \$16.1, but also impacted by other items. Sales and use tax remittances continued to outperform forecasts while also including the first full year of Measure R transaction and use tax proceeds leading to an increase of \$4.5 million over the prior year. Property tax revenues showed strong growth at 4.2% leading to an overall revenue increase of \$1.3 million as we begin to see the impact of increased assessed valuations following the raging hot housing market of the previous fiscal year. Transient occupancy tax showed some resilience as the pandemic waned, leading to a year over year increase of \$1.2 million, however these revenues remain below pre-pandemic levels. These positives are offset by the reported investment loss caused by the rapid rise in interest rates toward the latter half of the fiscal year depressing bond markets and adversely affecting the City’s fixed income portfolio.

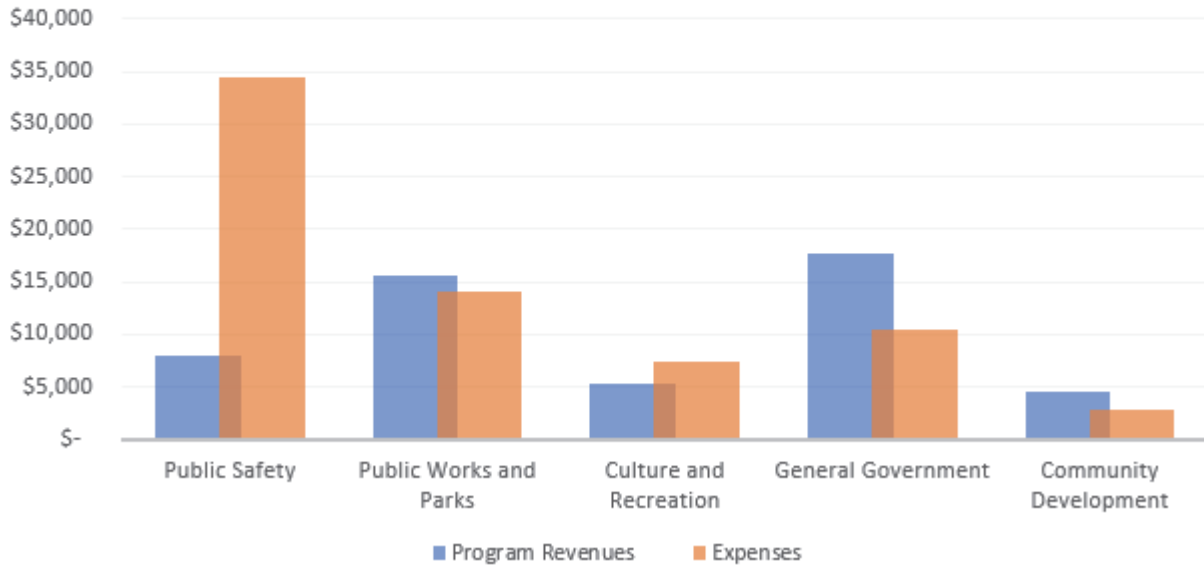
Overall operating expenses report stark declines for the fiscal year as a direct result of pension and OPEB adjustments made during the year. The measurement year for determining these adjustments was the year ending June 30, 2021, when the market had achieved extraordinary returns causing overall pension and OPEB expense to be negative for the year. The adjustments for these expenses offset personnel costs in each functional area on the Statement of Activities and produce a dramatically different picture than that of the fund financial statements, which do not account for pension and OPEB items in the same manner.

The following graph shows governmental revenues by source:



CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

Expenses and Program Revenues
Governmental Activities
(in thousands)



Total expenses for governmental activities were \$69.1 million (excluding interest on long-term debt of \$2 million). Program revenues offset total expenses as follows:

- Those who directly benefited from programs contributed \$18.9 million in charges for services.
- A total of \$32.3 million in operating and capital projects were funded by outside agencies through operating grants, capital grants, and contributions.

As a result, total expenses that were funded by tax revenues, investment income, other general revenues and fund balance were \$17.9 million.

Functional expenses for the year ended June 30, 2022, were as follows:

Expenses by Function

(in thousands)

Function	Amount	Percent of Total
General government	\$10,459	14.7%
Public safety	34,379	48.3%
Public works and parks	14,031	19.7%
Community development	2,835	4.0%
Culture and recreation	7,431	10.4%
Interest on debt	2,005	2.8%
Total expenses	\$71,140	100%

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

Summary of Changes in Net Position
For the periods ended June 30, 2022 and 2021 (in thousands)

	Business-Type Activities		Increase (Decrease)
	2022	2021	
Revenues			
Program revenues:			
Charges for services	\$3,837	\$3,352	\$485
Total program revenues	<u>3,837</u>	<u>3,352</u>	<u>485</u>
General revenues:			
Investment Income	9	4	5
Total general revenues	<u>9</u>	<u>4</u>	<u>5</u>
TOTAL REVENUES	<u>3,846</u>	<u>3,356</u>	<u>490</u>
Expenses			
General government	2,227	3,749	(1,522)
TOTAL EXPENSES	<u>2,227</u>	<u>3,749</u>	<u>(1,522)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENSES	1,619	(393)	2,012
OTHER FINANCING SOURCES (USES)			
Transfers out	(521)	(538)	17
Total Other Financing sources (uses)	<u>(521)</u>	<u>(538)</u>	<u>17</u>
Net Change in Net Position	1,098	(931)	2,029
Net Position, Beginning	<u>8,969</u>	<u>9,900</u>	<u>(931)</u>
Net Position, Ending	<u>\$10,067</u>	<u>\$8,969</u>	<u>\$1,098</u>

The net position for business-type activities increased from the prior year by \$1.1 million primarily as a result of pension adjustments related to extraordinary investment gains during the measurement period reducing reported personnel expenses significantly.

Parking services is the City's only business-type activity with income derived from program revenues of \$3.8 million. Program revenues include parking meter coin income of \$1.3 million and parking garage hourly and monthly parking income of \$0.8 million. Revenues also include parking and non-vehicle code fines totaling \$1.7 million. Total expenses for parking services were \$2.2 million and transfers out to general fund and non-major governmental fund for support totaled \$521 thousand during the fiscal year 2021-2022. The Parking services program has been acutely affected by the lasting impacts of the coronavirus pandemic as the effects of reduced brick-and-mortar business activity and increased remote work arrangements have reduced demand for street and garage parking.

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

FINANCIAL ANALYSIS OF INDIVIDUAL FUNDS

Governmental Funds

Fund Balance Classifications

Fund balances are classified in five categories: nonspendable, restricted, committed, assigned, and unassigned based on a hierarchy of constraint. Further details on fund balance classifications can be found in Note 8B.

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financial capacity. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of June 30, 2022, the City reported a combined ending fund balance of \$71.9 million of all its governmental funds (an increase of \$17.1 million from the prior year): \$185 thousand is non-spendable, \$36.4 million is restricted, \$10.9 million is committed, and \$24.4 million is assigned.

General Fund – *The General Fund is the primary operating fund of the City.*

General Fund – The fund balance of the General Fund as of June 30, 2022, was \$33.8 million (an increase of \$16.9 million from the prior year balance): \$95 thousand is non-spendable, \$9.4 million is committed, and \$24.3 million is assigned. The committed portion of the balance includes \$9.4 million for emergency and cash flow needs.

General Fund Budgetary Highlights:

The original adopted General Fund budget projected total revenue of \$89 million and transfers-in of \$1.8 million for total resources of \$90.8 million. This budget appropriated expenditures of \$88.5 million and transfers-out of \$2 million for total appropriations of \$90.5 million. Revenues were later increased to \$110.1 million to include the recognition of \$16.1 million in ARPA proceeds as well as better-than-anticipated sales and use tax receipts. Transfers-out were increased by \$974 thousand to provide increased support of recreation fund expenditures as a result of the lasting effects of the pandemic as well as project support.

Actual revenues, at \$109.8 million, exceeded original budgeted revenues by \$20.8 million. \$16.1 million of the increase is related to the recognition of ARPA proceeds and the remainder can be attributed to increased sales and use taxes as the economy remained in high gear for much of the year, as well as the new Measure R transaction and use tax recording its first full year of implementation. These revenue increases were offset by an adverse fair value adjustment to the City's fixed income portfolio of approximately \$2 million. Expenditures of \$91.6 million were \$3.1 million greater than original budgeted expenditures of \$88.5 million after actuarial reports for Liability and Workers' Compensation programs were issued with substantially increased liabilities for future claims.

Fiscal year 2021-2022 General Fund revenues and transfers in of \$111.5 million exceeded expenditures and transfers out of \$94.6 million by \$16.8 million. The increase is primarily the result of the use of ARPA proceeds and the savings have been earmarked for specific future projects and initiatives.

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

Summary of General Fund Budget and Actual
For the fiscal year ended June 30, 2022 (in thousands)

	Adopted Budget	Revised Budget	Actual
Revenues	\$88,997	\$110,146	\$109,790
Transfers in	1,755	1,755	1,755
Total resources	<u>90,752</u>	<u>111,901</u>	<u>111,545</u>
Expenditures	88,491	\$92,275	91,636
Operating transfers out	2,000	2,250	2,250
Capital transfers out	-	724	724
Total uses	<u>90,491</u>	<u>95,249</u>	<u>94,610</u>
Net Results	<u>\$261</u>	<u>\$16,652</u>	<u>\$16,935</u>

Traffic and Housing Mitigation Fund – The City uses this fund to collect developer contributions to be used for major street improvement and housing infrastructure projects. During the year, the fund balance decreased from \$6.6 million to \$4.9 million. Revenues totaled \$630 thousand, while \$1.1 million was charged against this fund to support the maintenance of the City-wide traffic model, and \$1.2 million was transferred out for project support. The main projects supported during the year include pedestrian improvements in the Canal neighborhood as well as the third street rehabilitation project. The balance in the fund is being held in anticipation of major street projects identified in the General Plan 2040 and other qualifying expenditures.

Gas Tax Fund – The City uses this fund to manage its allocation of State gasoline taxes and local funding for street maintenance projects. Gas tax revenues exceeded expenditures and net transfers by \$2.6 million in fiscal year 2021-2022 resulting in an increase in fund balance from \$4.3 million to \$6.9 million. The activities for the year were all planned and approved project work.

Expenditures during fiscal year 2021-2022 totaled \$11.6 million. In addition to routine street-related maintenance of \$1.5 million, major expenditures included \$5.8 million for the third street rehabilitation project, \$1.5 million for sidewalk improvements along Francisco Boulevard, \$1 million for a resurfacing and improvements to Bungalow Avenue, and \$500 thousand for pedestrian improvements in the Canal neighborhood.

The largest sources of revenues were \$3.9 million in development impact fees, \$2.6 million in federal grants, \$1.4 million from State gasoline taxes, \$1.2 million in State RMRA (Road Maintenance and Rehabilitation Account) funding, \$1 million in local Measure A funding.

Essential Facilities Capital Projects Fund – The City uses this fund to account for major capital improvements to public safety facilities. During the year, construction began on Fire Stations 54 and 55. Expenditures during fiscal year 2021-2022 totaled \$4.9 million, transfers from the General Fund representing an allocation of Measure E Transaction and Use Tax totaled \$715 thousand and \$307 thousand was allocated from paramedic tax funds.

Non-major Governmental Funds – The City's non-major funds are presented in the basic financial statements in the aggregate. At June 30, 2022, non-major funds had a total fund balance of \$17 million, a \$2 million increase over that of the previous year. The largest fund balance decrease, \$359 thousand, was recorded in the Grants Fund as result of prior year grants being spent down. The largest fund balance increase, \$649 thousand, was recorded in the Low and Moderate Income Housing Fund as an old ground lease was refinanced into a loan during the year resulting in the repayment of \$643 thousand.

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

Of the ending total non-major fund balances of \$17 million: \$15.3 million (90%) is legally restricted for specific purposes by external funding source providers, \$1.5 million (9%) is committed for special purposes by the City Council, \$118 thousand (less than 1%) is assigned, and \$90 thousand (less than 1%) is nonspendable. Additional information about these aggregated non-major funds is presented in the combining statements which immediately follow the required supplementary information.

Proprietary Funds

The City's proprietary funds are presented in the basic financial statements in a manner similar to that found in the government-wide financial statements, but in more detail. As noted in the Summary of Changes in Net Position – Business-type Activities at page 14, the City's enterprise fund net position increased by \$1.1 million during the fiscal year. The Parking Services Fund is the City's sole business-type (Enterprise) activity.

The parking services fund's operating revenue increased by \$485 thousand in fiscal year 2021-2022 to \$3.8 million. The enterprise fund operating expenses were \$2.1 million in fiscal year 2021-2022, a decrease of \$1.5 million over the prior fiscal year. The increase in operating revenues was the result of recovery from the pandemic driving a slightly higher demand for parking, however, is not reaching pre-pandemic totals. The substantial decrease in expenses is a direct result of pension adjustments related to the measurement year ending June 30, 2022, when extraordinary gains were achieved and more than offset expenses for the period.

The City's Internal Service Funds are also reported in this Proprietary Fund classification. In fiscal year 2021-2022, the Internal Services Funds were comprised of: Building Maintenance, Vehicle Replacement, Equipment Replacement, Employee Benefits, Liability Insurance, Workers' Compensation, Dental Insurance, Employee Retirement, OPEB/Retiree Medical, Radio Replacement, Telephone Replacement and Sewer Maintenance. The net position of the Internal Service Funds increased by \$4.5 million. Net investment in capital assets decreased by \$863 thousand, while unrestricted fund balance increased by \$5.3 million. The decrease in capital assets resulted primarily from depreciation of existing capital assets. The increase in unrestricted fund balance reflected increased allocations to the Building Maintenance Fund, Vehicle Replacement Fund, and Equipment Replacement Fund to fund repair and replacement of aging capital assets. The other Internal Service Funds reported small-to-moderate changes to their respective net positions.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The City's investment in capital assets for its governmental and business-type activities as of June 30, 2022, amounts to \$310 million, net of accumulated depreciation of \$206 million. This investment in capital assets includes land, buildings, improvements, machinery and equipment, infrastructure, right-to-use lease assets, and construction in progress. Infrastructure assets are items that are normally immovable and of value only to the City such as roads, bridges, streets and sidewalks, drainage systems, lighting systems, and similar items. The addition to the City's investment in capital assets for the current fiscal year was \$14.3 million, offset by accumulated depreciation of \$8.6 million.

Additions to capital assets during fiscal year 2021-2022 included:

- Machinery and Equipment: Fire boat infrared camera \$39 thousand
- Infrastructure: \$20.9 million
 - Anderson Drive Rail Crossing Improvements - \$6.2 million
 - Francisco Blvd East Sidewalk Improvements - \$6.1 million

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

- Southern Heights Bridge Replacement – \$4.7 million
- Traffic Signal Improvements - \$1.5 million
- Francisco Blvd East Resurfacing - \$1.1 million
- Canal Neighborhood Pedestrian Improvements - \$822 thousand
- San Rafael High School Crosswalk - \$472 thousand

The City's Capital Assets for the fiscal years ending June 30, 2022 and 2021 were as follows:

Summary of Capital Assets
(in thousands)

	2022	2021 (as restated)
Governmental Activities		
Land	\$84,026	\$83,662
Construction in progress	22,485	24,617
Land improvements	9,763	9,763
Buildings and structures	119,165	119,165
Machinery and equipment	20,497	21,146
Infrastructure	234,559	213,602
Intangible right-to-use leased building	5,476	5,476
Intangible right-to-use leased equipment	258	258
Less accumulated depreciation	(201,301)	(192,617)
Subtotal Governmental Activities	294,928	285,072
Business-type Activities		
Land	8,621	8,621
Buildings and structures	10,714	10,714
Machinery and equipment	940	940
Less accumulated depreciation	(4,994)	(4,770)
Subtotal Business-type Activities	15,281	15,505
Total Capital Assets	\$310,209	\$300,577

Additional information on the City's capital assets can be found in Note 5 on pages 62 through 64 of this report.

The 2021 balances have been restated to reflect the effects of the implementation of GASB Statement No. 87. See Note 1S for additional information.

Debt Administration

The City's debt obligations were stable year-over-year and reflect payments of principal made during the year. The debt of the former Redevelopment Agency is reported under the Successor Agency, which is presented as a Private-Purpose Trust Fund on the Statement of Fiduciary Net Position. (See Note 6 of the financial statements for additional information on the debt obligations of the City and Note 16 for additional information on the Successor Agency.) The City's long-term obligations for the fiscal years ending June 30, 2022 and 2021 were as follows:

CITY OF SAN RAFAEL
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022

Summary of Long-Term Debt
(in thousands)

	<u>2022</u>	<u>2021</u>
Governmental Activity Debt:		
2018 Authority Lease Revenue Bond	\$47,600	\$50,179
2010 Taxable Pension Obligation Bonds	2,340	2,845
PG & E City Hall HVAC Retrofit Note Payable	46	79
PG & E Efficiency Note Payable	680	826
PG & E City Hall Efficiency Note Payable	165	
Subtotal Governmental Activity Debt	<u>50,831</u>	<u>53,929</u>
Business-Type Activity Debt:		
PG & E Parking Lot Lighting Retrofit Note Payable	7	14
2012 Authority Lease Revenue Refunding Bonds	4,018	4,317
Subtotal Business-Type Activity Debt	<u>4,025</u>	<u>4,331</u>
Total Long-Term Obligations	<u>\$54,856</u>	<u>\$58,260</u>

ECONOMIC CLIMATE AND NEXT YEAR'S BUDGET

The global economy is currently experiencing a slowdown as high inflation and supply constraints weigh heavily on the economic outlook. The International Monetary Fund currently projects global growth to slow from 6.0% in 2021 to 3.2% in 2022, then reduced further to 2.7% in 2023. Overall, in the near-term, it is easy to sour upon the outlook as Russia's invasion of Ukraine rages on, financial markets in turmoil in the United Kingdom, and reduced production from China as they continue to grapple with the COVID-19 pandemic all present considerable challenges to global economic activity.

In California the slowdown is beginning to take shape as the Legislative Analyst Office recently revised estimates for personal income, sales, and corporation taxes down, now indicating an 80% chance of falling below the Budget Act assumption of \$210 billion. According to preliminary August data, California's unemployment rate has ticked up to 4.1% after steadily declining to 3.9% in July and posting its first month-over month increase since May of 2020. It appears the state may be at an inflection point and time will tell how it will weather the storm.

Locally, Marin County remains somewhat insulated from more pronounced impacts of the macro environment with an unemployment rate among the lowest in the state at 2.4% and per capita income among the highest. However, there could be signs of tougher times ahead as Marin's traditionally largest service sector, Educational & Health Services, has seen reduced employment of 11.2% year-over year, according to the most recent data from the Employment Development Department.

In San Rafael, any negative economic impacts remain subdued early in the year. Sales and use taxes for the first two months of fiscal year 2023 are tapering from the highs of the prior year, however, remain at the elevated post-shutdown level of fiscal year 2020-2021. The macro-economic headwinds are expected to filter down to the City in the near term, however, they can be expected to be less severe at the local level.

The City heads into the new fiscal year with a strong balance sheet and large capital projects in the pipeline bolstered by ARPA funds. Expectations are for large drawdowns on accumulated fund balances as capital projects get underway. However, costs are continuing to rise and certain projects may need to be prioritized to ensure the City does not become overextended.

CITY OF SAN RAFAEL**Management's Discussion and Analysis
Fiscal Year Ended June 30, 2022**

Sales tax and transactions and use tax (Measure E and Measure R) combined, represent the City's largest tax revenue generators, the second largest being property tax. The City initially budgeted for mostly level revenues with the prior year but has since begun to temper expectations as it begins to be clear that economic headwinds may take their toll on municipal revenues.

The City's largest expenditure relates to personnel costs. Salaries and benefits are tied to the labor agreements with each bargaining group. The City's labor units are all operating under three-year contracts that expire in 2024.

REQUEST FOR INFORMATION

This financial report is designed to provide our residents, businesses, customers, and investors and creditors with a general overview of the City's finances and to demonstrate the City's accountability for providing high quality services within the limits of our fiscal resources. If you have questions about this report or need additional financial information, contact the City of San Rafael – Finance Department at 1400 Fifth Avenue, Room 204, San Rafael, California 94901.

CITY OF SAN RAFAEL**STATEMENT OF NET POSITION AND
STATEMENT OF ACTIVITIES**

The Statement of Net Position and the Statement of Activities summarize the entire City's financial activities and financial position. They are also referred to as Government-wide financial statements.

The Statement of Net Position reports the difference between the City's total assets and deferred outflows of resources and the City's total liabilities and deferred inflows of resources, including all the City's capital assets and all its long-term debt. The Statement of Net Position focuses the reader on the composition of the City's net position, by subtracting total liabilities and deferred inflows of resources from total assets and deferred outflows of resources.

The Statement of Net Position summarizes the financial position of all of the City's Governmental Activities in a single column, and the financial position of all the City's Business-type Activities in a single column; these columns are followed by a total column which presents the financial position of the entire City.

The City's Governmental Activities include the activities of its General Fund, along with all its Special Revenue and Capital Projects Funds. Since the City's Internal Service Funds service these Funds, their activities are consolidated with Governmental Activities, after eliminating inter-fund transactions and balances. The City's Business-type Activities include all its Enterprise Fund activities.

The Statement of Activities reports increases and decreases in the City's net position. It is also prepared on the full accrual basis, which means it includes all the City's revenues and all its expenses, regardless of when cash changes hands. This differs from the "modified accrual" basis used in the Fund financial statements, which reflect only current assets, current liabilities, deferred outflows/inflows of resources, available revenues, and measurable expenditures.

The Statement of Activities presents the City's expenses first, listed by program, and follows these with the expenses of its business-type activities. Program revenues - that is, revenues which are generated directly by these programs - are then deducted from program expenses to arrive at the net expense of each governmental and Business-type program. The City's general revenues are then listed in the Governmental Activities or Business-type Activities column, as appropriate, and the Change in Net Position is computed and reconciled with the Statement of Net Position.

Both these Statements include the financial activities of the City and the San Rafael Joint Powers Financing Authority which are legally separate but are considered to be component units of the City because they are controlled by the City, which is financially accountable for their activities. The balances and the activities of the San Rafael Sanitation District, a discretely presented component unit, are included in these statements in a separate column.



CITY OF SAN RAFAEL
STATEMENT OF NET POSITION
JUNE 30, 2022

	Primary Government			Component Unit
	Governmental Activities	Business-type Activities	Total	San Rafael Sanitation District
ASSETS				
Cash and investments available for operations (Note 2)	\$102,374,883	\$1,129,447	\$103,504,330	\$46,864,314
Restricted cash and investments (Note 2)	712,709		712,709	
Receivables:				
Accounts, net	3,504,742	877,306	4,382,048	1,607,845
Intergovernmental	11,084,418		11,084,418	
Grants	2,797,356		2,797,356	
Interest	133,047		133,047	
Loans (Note 4A)	2,778,004		2,778,004	
Long-term receivable from San Rafael Sanitation District (Note 4F)	3,324,061		3,324,061	
Leases receivable (Note 4G)	557,629		557,629	
Prepaid expenses and others	189,500		189,500	75,194
Net pension asset (Note 9)	46,614,932	1,561,377	48,176,309	
Capital assets (Note 5):				
Nondepreciable	106,510,879	8,620,853	115,131,732	937,738
Depreciable, net	188,417,498	6,659,877	195,077,375	54,629,711
Total Assets	<u>468,999,658</u>	<u>18,848,860</u>	<u>487,848,518</u>	<u>104,114,802</u>
DEFERRED OUTFLOWS OF RESOURCES				
Deferred outflows related to pension (Note 9)	36,393,655	1,219,013	37,612,668	
Deferred outflows related to OPEB (Note 11)	6,140,534	93,466	6,234,000	
Total Deferred Outflows of Resources	<u>42,534,189</u>	<u>1,312,479</u>	<u>43,846,668</u>	
LIABILITIES				
Accounts payable	11,236,564	140,931	11,377,495	1,169,978
Developer and other deposits payable	991,469		991,469	
Interest payable		35,897	35,897	
Unearned revenue	619,549	25,798	645,347	
Claims payable (Note 13):				
Due in one year	2,802,022		2,802,022	
Due in more than one year	12,799,700		12,799,700	
Compensated absences (Note 1L):				
Due in one year	535,976	13,518	549,494	
Due in more than one year	3,751,835	94,629	3,846,464	
Long-term debt (Note 6):				
Due in one year	2,978,397	316,816	3,295,213	
Due in more than one year	47,852,479	3,707,692	51,560,171	
Lease liabilities (Note 14):				
Due in one year	82,561		82,561	
Due in more than one year	5,578,135		5,578,135	
Long-term payable to the City of San Rafael, due in more than one year (Note 4F)				3,324,061
Net OPEB liability, due in more than one year (Note 11)	18,648,153	283,847	18,932,000	
Total Liabilities	<u>107,876,840</u>	<u>4,619,128</u>	<u>112,495,968</u>	<u>4,494,039</u>
DEFERRED INFLOWS OF RESOURCES				
Deferred inflows related to pension (Note 9)	158,929,204	5,323,368	164,252,572	
Deferred inflows related to OPEB (Note 11)	9,961,376	151,624	10,113,000	
Deferred inflows related to leases receivable (Note 4G)	543,350		543,350	
Total Deferred Inflows of Resources	<u>169,433,930</u>	<u>5,474,992</u>	<u>174,908,922</u>	
NET POSITION (Note 8):				
Net investment in capital assets	246,437,706	11,256,222	257,693,928	55,567,449
Restricted for:				
Special revenue projects:				
Housing and street improvements	13,662,708		13,662,708	
Stormwater	1,269,705		1,269,705	
Emergency medical services	832,600		832,600	
Other	11,015,663		11,015,663	
Capital projects	9,888,090		9,888,090	
Total Restricted Net Position	<u>36,668,766</u>		<u>36,668,766</u>	
Unrestricted	(48,883,395)	(1,189,003)	(50,072,398)	44,053,314
Total Net Position	<u>\$234,223,077</u>	<u>\$10,067,219</u>	<u>\$244,290,296</u>	<u>\$99,620,763</u>

See accompanying notes to financial statements

CITY OF SAN RAFAEL
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2022

Functions/Programs	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary Government				
Governmental Activities:				
General government	\$10,458,884	\$1,039,816	\$16,732,928	
Public safety	34,379,474	6,302,852	1,700,678	
Public works and parks	14,030,717	2,996,881	3,706,929	\$8,914,792
Community development	2,835,173	4,493,292	5,821	
Culture and recreation	7,430,968	4,105,520	374,524	953,091
Interest on long-term debt and fiscal charges	2,004,572			
Total Governmental Activities	<u>71,139,788</u>	<u>18,938,361</u>	<u>22,520,880</u>	<u>9,867,883</u>
Business-type Activities:				
Parking services	2,226,556	3,836,881		
Total Business-type Activities	<u>2,226,556</u>	<u>3,836,881</u>		
Total Primary Government	<u>\$73,366,344</u>	<u>\$22,775,242</u>	<u>\$22,520,880</u>	<u>\$9,867,883</u>
Component Unit				
San Rafael Sanitation District	<u>\$12,892,687</u>	<u>\$16,458,113</u>	<u>\$5,568</u>	<u>\$517,752</u>
General revenues:				
Taxes:				
Property				
Sales:				
Sales and Use				
Measure R quarter-cent sales				
Measure E half-cent sales				
Measure E quarter-cent sales				
Paramedic				
Transient occupancy				
Franchise				
Business license				
Other				
Investment earnings				
Gain from sale of capital assets				
Miscellaneous				
Transfers (Note 3A)				
Total general revenues and transfers				
Change in Net Position				
Net Position, beginning of year				
Net Position, end of year				

See accompanying notes to financial statements

Net (Expenses) Revenues and Changes in Net Position

Primary Government			Component Unit
Governmental Activities	Business-type Activities	Total	San Rafael Sanitation District
\$7,313,860		\$7,313,860	
(26,375,944)		(26,375,944)	
1,587,885		1,587,885	
1,663,940		1,663,940	
(1,997,833)		(1,997,833)	
(2,004,572)		(2,004,572)	
(19,812,664)		(19,812,664)	
	\$1,610,325	1,610,325	
	1,610,325	1,610,325	
(19,812,664)	1,610,325	(18,202,339)	
			\$4,088,746
32,324,129		32,324,129	2,086,682
24,502,716		24,502,716	
4,778,951		4,778,951	
9,885,869		9,885,869	
4,942,935		4,942,935	
5,109,836		5,109,836	
2,976,234		2,976,234	
4,209,979		4,209,979	
2,645,636		2,645,636	
3,108,543		3,108,543	
(1,424,183)	8,802	(1,415,381)	(406,535)
989,991		989,991	
2,965,697		2,965,697	
521,209	(521,209)		
97,537,542	(512,407)	97,025,135	1,680,147
77,724,878	1,097,918	78,822,796	5,768,893
156,498,199	8,969,301	165,467,500	93,851,870
\$234,223,077	\$10,067,219	\$244,290,296	\$99,620,763



FUND FINANCIAL STATEMENTS

Major funds are defined generally as having significant activities or balances in the current year. Only individual major funds are presented in the Fund Financial Statements, while non-major funds are combined in a single column. Individual non-major funds may be found in the Supplemental Section.

The funds described below were determined to be major funds by the City in fiscal year 2021-2022:

GENERAL FUND

Established to account for all financial resources necessary to carry out basic governmental activities of the City which are not accounted for in another fund. The General Fund supports essential City services such as police and fire protection, building and street maintenance, libraries, recreation, parks, and open space maintenance.

TRAFFIC AND HOUSING MITIGATION SPECIAL REVENUE FUND

Established to maintain long-term developer contributions for major housing and street improvement projects.

GAS TAX SPECIAL REVENUE FUND

Established to receive and expend the City's allocation of the State gasoline taxes.

ESSENTIAL FACILITIES CAPITAL PROJECTS FUND

Established to account for major capital improvements to public safety facilities.

CITY OF SAN RAFAEL
GOVERNMENTAL FUNDS
BALANCE SHEET
JUNE 30, 2022

	Special Revenue Funds					Total Governmental Funds
	General Fund	Traffic and Housing Mitigation	Gas Tax	Essential Facilities Capital Projects Fund	Other Governmental Funds	
ASSETS						
Cash and investments available for operations (Note 2)	\$29,467,022	\$2,912,417	\$6,470,630	\$10,401,325	\$14,946,428	\$64,197,822
Restricted cash and investments (Note 2)	608,125			205	104,379	712,709
Receivables:						
Accounts	1,433,476	162,167			1,909,099	3,504,742
Intergovernmental	8,944,744		1,982,097		157,577	11,084,418
Grants	545,861		1,187,749		1,045,581	2,779,191
Interest	131,313				1,734	133,047
Loans (Note 4A)	747	1,856,431			920,826	2,778,004
Leases (Note 4G)	54,319				503,310	557,629
Prepays	95,279				89,761	185,040
Total Assets	\$41,280,886	\$4,931,015	\$9,640,476	\$10,401,530	\$19,678,695	\$85,932,602
LIABILITIES						
Accounts payable	\$5,623,208	\$59,144	\$2,722,209	\$1,084,218	\$1,262,546	\$10,751,325
Deposits payable	286,573				306,567	593,140
Developer deposits payable	394,694				3,635	398,329
Unearned revenue	62,000				557,549	619,549
Total Liabilities	6,366,475	59,144	2,722,209	1,084,218	2,130,297	12,362,343
DEFERRED INFLOWS OF RESOURCES						
Unavailable revenue:						
SB90 reimbursement receivable	1,080,400					1,080,400
Related to leases (Note 4G)	52,892				490,458	543,350
Total Deferred Inflows of Resources	1,133,292				490,458	1,623,750
Fund Balances (Note 8):						
Nonspendable	95,279				89,761	185,040
Restricted		4,871,871	6,918,267	9,317,312	15,336,069	36,443,519
Committed	9,415,000				1,514,355	10,929,355
Assigned	24,270,840				117,755	24,388,595
Total Fund Balances	33,781,119	4,871,871	6,918,267	9,317,312	17,057,940	71,946,509
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$41,280,886	\$4,931,015	\$9,640,476	\$10,401,530	\$19,678,695	\$85,932,602

See accompanying notes to basic financial statements

CITY OF SAN RAFAEL
GOVERNMENTAL FUNDS
BALANCE SHEET - RECONCILIATION OF GOVERNMENTAL
FUND BALANCES TO NET POSITION OF GOVERNMENTAL ACTIVITIES
JUNE 30, 2022

Total fund balances reported on the governmental funds balance sheet	\$71,946,509
Amounts reported for Governmental Activities in the Statement of Net Position are different from those reported in the Governmental Funds because of the following:	
Capital assets used in Governmental Activities are not financial resources and, therefore, are not reported in the Governmental Funds.	283,221,992
Internal service funds are used by management to charge the cost of management of building, workers' compensation, employee benefits, insurance, and post-retirement healthcare benefits to individual funds. The assets and liabilities are included in Governmental Activities in the Statement of Net Position.	33,654,138
Long-term liabilities, including bonds payable and lease liabilities, are not due and payable in the current period and, therefore, are not reported in the Governmental Funds.	(56,326,600)
Compensated absences	(4,287,811)
Unavailable revenue	1,080,400
Long-term receivable from San Rafael Sanitation District	3,324,061
Deferred outflows related to pension	36,393,655
Net pension asset	46,614,932
Deferred inflows related to pension	(158,929,204)
Deferred outflows related to OPEB	6,140,534
Deferred inflows related to OPEB	(9,961,376)
Net OPEB liability	<u>(18,648,153)</u>
Net position of governmental activities	<u><u>\$234,223,077</u></u>

See accompanying notes to financial statements

CITY OF SAN RAFAEL
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
FOR THE YEAR ENDED JUNE 30, 2022

	<u>Special Revenue Funds</u>					Total Governmental Funds
	General	Traffic and Housing Mitigation	Gas Tax	Essential Facilities Capital Projects Fund	Other Governmental Funds	
REVENUES						
Taxes and special assessments	\$84,324,467				\$9,280,515	\$93,604,982
Licenses and permits	3,077,355					3,077,355
Fines and forfeitures	296,300					296,300
Use of money and properties	(1,969,810)	\$47,133	\$40,412	\$95,586	188,965	(1,597,714)
Intergovernmental	20,393,799	225,000	9,528,965		4,091,393	34,239,157
Charges for services	2,880,711	198,531	2,089,594		8,146,178	13,315,014
Other revenue	786,766	159,310	1,811,524		1,442,220	4,199,820
Total Revenues	109,789,588	629,974	13,470,495	95,586	23,149,271	147,134,914
EXPENDITURES						
Current:						
General government	17,214,009	31,986			470,671	17,716,666
Public safety	46,824,239				11,573,482	58,397,721
Public works and parks	13,516,875	636,429	1,474,091		868,152	16,495,547
Community development	5,377,625	358,588				5,736,213
Culture and recreation	2,989,038				8,330,508	11,319,546
Capital outlay	372,147	99,173	10,099,991	4,897,862	1,876,281	17,345,454
Debt service:						
Principal	2,829,057					2,829,057
Interest and fiscal charges	2,512,515					2,512,515
Total Expenditures	91,635,505	1,126,176	11,574,082	4,897,862	23,119,094	132,352,719
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	18,154,083	(496,202)	1,896,413	(4,802,276)	30,177	14,782,195
OTHER FINANCING SOURCES (USES)						
Proceeds from sale of capital assets				1,000,000		1,000,000
Transfers in (Note 3A)	1,755,022		1,312,000	1,022,198	2,352,544	6,441,764
Transfers out (Note 3A)	(2,973,885)	(1,190,000)	(635,000)		(315,857)	(5,114,742)
Total Other Financing Sources (Uses)	(1,218,863)	(1,190,000)	677,000	2,022,198	2,036,687	2,327,022
Net Change in Fund Balances	16,935,220	(1,686,202)	2,573,413	(2,780,078)	2,066,864	17,109,217
FUND BALANCES, BEGINNING OF YEAR	16,845,899	6,558,073	4,344,854	12,097,390	14,991,076	54,837,292
FUND BALANCES, END OF YEAR	\$33,781,119	\$4,871,871	\$6,918,267	\$9,317,312	\$17,057,940	\$71,946,509

See accompanying notes to financial statements

CITY OF SAN RAFAEL
Reconciliation of the
NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS
with the
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2022

NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS \$17,109,217

Amounts reported for Governmental Activities in the Statement of Activities are different because of the following:

Capital Assets Transactions

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is capitalized and allocated over their estimated useful lives and reported as depreciation and amortization expense.

Capital outlay and improvement expenditures are added back to fund balance	18,669,368
Retirement of capital assets is deducted from fund balance	(1,255)
Depreciation and amortization expense is deducted from fund balance (Depreciation expense is net of internal service fund depreciation of \$1,342,045, which has already been allocated to serviced funds.)	(8,113,574)

Long-Term Debt and Lease Liability Proceeds and Payments

Governmental funds record proceeds and payments as other financing sources and expenditures. However, in the Statement of Net Position, those costs are reversed as increases and decreases in long-term liabilities.

Repayments of long-term debt principal	2,755,169
Amortized bond premium expense is added back to fund balance	507,943
Repayments of lease principal	78,120
Interest on lease is deducted from fund balance	(4,232)

Accrual of Non-Current Items

The amount below included in the Statement of Activities does not require the use of current financial resources and therefore is not reported as revenue or expenditures in governmental funds (net change):

Compensated absences	518,294
Unavailable revenue	(12,034)
Long-term receivable from San Rafael Sanitation District	(1,600,309)

Net Pension (Asset) Liability Transactions

Governmental funds record pension expense as it is paid. However, in the Statement of Activities those costs are reversed as deferred outflows/(inflows) and an increase/(decrease) in net pension (asset) liability.

40,667,809

Net OPEB Liability Transactions

Governmental funds record OPEB expense as it is paid. However, in the Statement of Activities those costs are reversed as deferred outflows/(inflows) and an increase/(decrease) in net OPEB liability.

2,672,302

Allocation of Internal Service Fund Activities

Internal service funds are used by management to charge the costs of certain activities to individual funds. The net revenue of the internal service fund is reported with governmental activities.

4,478,060

Change in Net Position of Governmental Activities

\$77,724,878

See accompanying notes to financial statements



PROPRIETARY FUND FINANCIAL STATEMENTS
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Proprietary funds account for City operations financed and operated in a manner similar to a private business enterprise. The intent of the City is that the cost of providing goods and services be financed primarily through user charges, whether external or internal.

The City reports its only enterprise fund as a major fund.

PARKING SERVICES FUND

Established to maintain parking garages, lots, and spaces in the Downtown Parking District, and to pay for parking enforcement and meter collection.

INTERNAL SERVICE FUNDS

Established to account for department services and financing performed for other departments within the same governmental jurisdiction. Funding comes from charges assessed to the departments benefiting from the service.

CITY OF SAN RAFAEL
 PROPRIETARY FUNDS
 STATEMENT OF NET POSITION
 JUNE 30, 2022

	Business-type Activities - Enterprise Fund	Governmental Activities
	Parking Services	Internal Service Funds
ASSETS		
Current Assets:		
Cash and investments available for operations (Note 2)	\$1,129,447	\$38,177,061
Receivable:		
Accounts, net	877,306	
Grants		18,165
Prepaid expense		4,460
Total Current Assets	<u>2,006,753</u>	<u>38,199,686</u>
Noncurrent Assets:		
Capital assets (Note 5):		
Nondepreciable	8,620,853	909,746
Depreciable, net	6,659,877	10,796,639
Net pension asset (Note 9)	1,561,377	
Total Noncurrent Assets	<u>16,842,107</u>	<u>11,706,385</u>
Total Assets	<u>18,848,860</u>	<u>49,906,071</u>
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflows related to pension (Note 9)	1,219,013	
Deferred outflows related to OPEB (Note 11)	93,466	
Total Deferred Outflows of Resources	<u>1,312,479</u>	
LIABILITIES		
Current Liabilities:		
Accounts payable	140,931	485,239
Interest payable	35,897	
Unearned revenue	25,798	
Compensated absences, due in one year (Note 1L)	13,518	
Claims payable, due in one year (Note 13)		2,802,022
Long-term debt, due in one year (Note 6)	316,816	21,755
Total Current Liabilities	<u>532,960</u>	<u>3,309,016</u>
Noncurrent Liabilities:		
Compensated absences (Note 1L)	94,629	
Claims payable (Note 13)		12,799,700
Long-term debt (Note 6)	3,707,692	143,217
Net OPEB liability (Note 11)	283,847	
Total Noncurrent Liabilities	<u>4,086,168</u>	<u>12,942,917</u>
Total Liabilities	<u>4,619,128</u>	<u>16,251,933</u>
DEFERRED INFLOWS OF RESOURCES		
Deferred inflows related to pension (Note 9)	5,323,368	
Deferred inflows related to OPEB (Note 11)	151,624	
Total Deferred Inflows of Resources	<u>5,474,992</u>	
NET POSITION (Note 8):		
Net investment in capital assets	11,256,222	11,541,413
Unrestricted	(1,189,003)	22,112,725
Total Net Position	<u>\$10,067,219</u>	<u>\$33,654,138</u>

See accompanying notes to financial statements

CITY OF SAN RAFAEL
 PROPRIETARY FUNDS
 STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
 FOR THE YEAR ENDED JUNE 30, 2022

	Business-type Activities - Enterprise Fund	Governmental Activities
	Parking Services	Internal Service Funds
OPERATING REVENUES		
Charges for current services	\$2,160,302	\$23,687,437
Other operating revenues	1,676,579	882,690
Intergovernmental		43,423
Total Operating Revenues	3,836,881	24,613,550
OPERATING EXPENSES		
Personnel	295,540	4,024,485
Insurance premiums and claims		10,194,824
Maintenance and repairs	126,205	306,656
Depreciation expense (Note 5)	224,472	1,342,045
General and administrative	1,430,001	3,717,137
Total Operating Expenses	2,076,218	19,585,147
Operating Income	1,760,663	5,028,403
NONOPERATING REVENUES (EXPENSES)		
Investment income	8,802	230,586
Miscellaneous revenue		30,193
Interest expense	(150,338)	
Gain from sale of capital assets		33,698
(Loss) from disposal of capital assets		(39,007)
Total Nonoperating Revenues (Expenses)	(141,536)	255,470
Income Before Contributions and Transfers	1,619,127	5,283,873
TRANSFERS OUT (Note 3A)	(521,209)	(805,813)
Change in Net Position	1,097,918	4,478,060
NET POSITION, BEGINNING OF YEAR	8,969,301	29,176,078
NET POSITION, END OF YEAR	\$10,067,219	\$33,654,138

See accompanying notes to financial statements

CITY OF SAN RAFAEL
 PROPRIETARY FUNDS
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED JUNE 30, 2022

	Business-type Activities - Enterprise Fund	Governmental Activities
	Parking Services	Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers/other funds	\$2,160,302	\$23,732,399
Cash payments to suppliers for goods and services	(1,498,095)	(13,716,473)
Cash payments to employees for salaries and benefits	(1,901,398)	(1,240,692)
Other revenues	1,775,014	882,690
	<u>535,823</u>	<u>9,657,924</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Miscellaneous revenues		30,193
Interfund payments	(521,209)	(805,813)
	<u>(521,209)</u>	<u>(775,620)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Principal payments on revenue bonds and note payable	(306,818)	(9,064)
Proceeds from note payable		174,036
Interest expenses and fiscal charges	(151,863)	
Acquisition of capital assets		(696,003)
Proceeds from sale of capital assets		46,401
	<u>(458,681)</u>	<u>(484,630)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest received	8,802	230,586
	<u>8,802</u>	<u>230,586</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS	(435,265)	8,628,260
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	1,564,712	29,548,801
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$1,129,447</u>	<u>\$38,177,061</u>
Reconciliation of operating income to net cash provided by operating activities:		
Operating income	\$1,760,663	\$5,028,403
Adjustments to reconcile operating income to cash flows from operating activities:		
Depreciation	224,472	1,342,045
Net change in assets and liabilities:		
Accounts receivable	93,811	1,539
Prepays		(4,460)
OPEB-related items	(276,698)	
Accounts payable	58,111	(42,422)
Unearned revenue	4,624	
Compensated absence obligations	(10,046)	
Pension-related items	(1,319,114)	
Claims payable		3,332,819
	<u>\$535,823</u>	<u>\$9,657,924</u>
NON-CASH TRANSACTIONS:		
Retirement of capital assets		(\$51,710)
Amortization of bond discount	\$725	

See accompanying notes to basic financial statements

FIDUCIARY FUND FINANCIAL STATEMENTS
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Fiduciary funds are used to account for assets held by the City as an agent or custodian for other entities. The financial activities of such funds are excluded from the Government-wide financial statements and present fund statements that consist of a Statement of Net Position and a Statement of Changes in Net Position.

SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY – PRIVATE PURPOSE TRUST FUND

Established to account for the activities of the Successor Agency to the San Rafael Redevelopment Agency.

PT. SAN PEDRO ROAD ASSESSMENT DISTRICT CUSTODIAL FUND

Established to accumulate funds for payment of principal and interest for Pt. San Pedro Road Median Landscaping Assessment District bonds.

CITY OF SAN RAFAEL
FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2022

	Successor Agency to the Redevelopment Agency Private-Purpose Trust Fund	Pt. San Pedro Road Assessment District Custodial Fund
ASSETS		
Cash available for operations (Note 2)	\$173,063	\$221,627
Receivables:		
Taxes	3,081,500	857
Total Assets	3,254,563	222,484
LIABILITIES		
Accounts payable	2,500	
Interest payable		20,288
Long-term debt (Note 16C):		
Due within one year	3,553,454	
Total Liabilities	3,555,954	20,288
NET POSITION (DEFICIT)		
Restricted for:		
Bondholders	173,063	202,196
Unrestricted	(474,454)	
Total Net Position	(\$301,391)	\$202,196

See accompanying notes to financial statements

CITY OF SAN RAFAEL
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FOR THE YEAR ENDED JUNE 30, 2022

	Successor Agency to the Redevelopment Agency Private-Purpose Trust Fund	Pt. San Pedro Road Assessment District Custodial Fund
ADDITIONS		
Property taxes	\$3,450,910	\$134,759
Use of money and property	7	
Total Additions	3,450,917	134,759
DEDUCTIONS		
General government	180,640	
Payments to bondholders		79,900
Interest expense	174,324	61,563
Total Deductions	354,964	141,463
Change in Net Position	3,095,953	(6,704)
NET POSITION		
Beginning of year	(3,397,344)	208,900
End of year	(\$301,391)	\$202,196

See accompanying notes to financial statements



CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. *Description of the Financial Reporting Entity*

As required by generally accepted accounting principles, the financial statements present the City of San Rafael (the City) as the Primary Government, with its component units for which the City is considered financially accountable. The component units discussed below are included in the City's reporting entity because of the significance of their operational and financial relationships with the City.

B. *Description of Blended Component Unit*

The accompanying basic financial statements include all funds and boards and commissions that are controlled by the City Council. The basic financial statements include the City's blended component units, entities for which the City is considered to be financially accountable. A blended component unit, although a legally separate entity, is in substance, part of the City's operations and so data from this entity is combined with the City. The City's blended component unit is described below.

San Rafael Joint Powers Financing Authority – The San Rafael Joint Powers Financing Authority (Authority) was formed by the City of San Rafael and the former San Rafael Redevelopment Agency (Agency) pursuant to Articles 1 and 2 of Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California for the purpose of assisting in the financing and refinancing of certain assessment district and redevelopment-related activities in the City. On March 18, 2013, the Agency was replaced by the California Municipal Finance Authority (CMFA) in order that the life of the Authority would extend beyond that of the Agency. The Authority is administered by a governing board whose members are the City Council of the City.

Activities of the Authority related to the 2012 Authority Lease Revenue Refunding Bonds are reported in the Parking Services Enterprise Fund. Activities of the Authority related to the 2018 Authority Lease Revenue Bonds are reported in the City's General Fund and the Essential Facilities Capital Projects Fund. Separate financial statements are not prepared for the Authority.

C. *Description of Discretely Presented Component Unit*

San Rafael Sanitation District – The San Rafael Sanitation District (District) was formed in 1947 under Section 4700 of the California Health and Safety Code to provide wastewater transmission over the southern two-thirds of the City and adjacent unincorporated areas.

The District is governed by a three-member Board of Directors who are appointed to four-year terms. The City Council of the City appoints two out of the three board members and has the ability to remove the two board members at will.

The City contracts with the District to maintain the collection systems in the City and surrounding unincorporated areas. These employees are paid through the City's payroll department and participate in the City's cost-sharing multiple-employer defined benefit pension plan administered by the Marin County Employees' Retirement Association. The employees also participate in the City's healthcare benefits plan which includes a provision for postemployment benefits. These costs are the obligation of the District and not the City. As discussed in Note 4F, a receivable from the District has been established.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The District's activities are reported as a discretely presented component unit in a separate column in the basic financial statements which includes the District's assets, liabilities, revenues, expenses, results of operations and cash flows. The District's fiscal year ends on June 30 and its separately issued component unit financial statements can be obtained at the San Rafael Sanitation District, 111 Morphew Street, San Rafael, California 94901.

D. Basis of Presentation

Government-wide Statements – The Statement of Net Position and the Statement of Activities display information about the primary government (the City) and its component units. These statements include the financial activities of the overall City government, except for fiduciary activities. Interfund transfers and amounts owed between funds within the primary government have been eliminated from the statements. Amounts representing interfund services and uses remain in the statements. These statements distinguish between the *governmental* and *business-type activities* of the City. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The Statement of Activities presents a comparison between direct expenses and program revenues for each segment of the business-type activities of the City and for each function of the City's governmental activities. Direct expenses are those that are specifically associated with a program or function. Program revenues include (a) charges paid by the recipients of goods or services offered by the programs, (b) grants and contributions that are restricted to meeting the operational needs of a particular program and (c) fees, grants and contributions that are restricted to financing the acquisition or construction of capital assets. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements – The fund financial statements provide information about the City's funds, including fiduciary funds and blended component units. Separate statements for each fund category – *governmental, proprietary, and fiduciary* – are presented. The emphasis of fund financial statements is on major individual governmental and enterprise funds, each of which is displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as non-major funds.

Proprietary fund *operating* revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. *Nonoperating* revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

E. Major Funds and Other Reported Funds

Major funds are defined as funds that have either assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues, or expenditures/expenses equal to ten percent of their fund-type total and five percent of the grand total. The General Fund is always a major fund. The City may also select other funds it believes should be presented as major funds.

**CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

The City reported the following major governmental funds in the accompanying financial statements:

General Fund – Established to account for all financial resources necessary to carry out basic governmental activities of the City which are not accounted for in another fund.

Traffic and Housing Mitigation Special Revenue Fund – Established to maintain long-term developer contributions for major housing and street improvement projects.

Gas Tax Special Revenue Fund – Established to receive and expend the City’s allocation of State gasoline taxes.

Essential Facilities Capital Projects Fund – Established to account for major capital improvements to public safety facilities.

The City reported its only enterprise fund as a major fund in the accompanying financial statements. The enterprise fund is:

Parking Services Fund – Established to maintain parking garages, lots, and spaces in the Downtown Parking District, and to pay for parking enforcement, meter collection, and downtown enforcement services.

The City also reports the following fund types:

Internal Service Funds – These funds account for: building maintenance; vehicle, equipment, radio, and telephone replacement; employee benefits; liability insurance; workers’ compensation; dental insurance; employee retirement; retiree medical (OPEB); and sewer maintenance.

Fiduciary Funds – These funds include: *Successor Agency to the Redevelopment Agency Private-Purpose Trust Fund* – which accounts for the accumulation of resources held by the Successor Agency to the Redevelopment Agency to be used for payments at appropriate amounts and times in the future; and *Pt. San Pedro Road Assessment District Custodial Fund* – which accumulates funds for the payment of principal and interest for Pt. San Pedro Road Median Landscaping District bonds. The financial activities of these funds are excluded from the government-wide financial statements, but are presented in the separate Fiduciary Fund financial statements.

F. Basis of Accounting

The government-wide, proprietary, fiduciary and discretely presented component unit financial statements are reported using the *economic resources measurement focus* and the full *accrual basis* of accounting. Revenues are recorded when *earned* and expenses are recorded at the time liabilities are *incurred*, regardless of when the related cash flows take place.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Governmental funds are reported using the *current financial resources* measurement focus and the *modified accrual* basis of accounting. Under this method, revenues are recognized when *measurable and available*. The City considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end with the exception of sales and use tax revenues which are reported as available if collected within ninety days of year-end. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt, including lease liabilities, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions, including entering into contracts giving the City the right-to-use leased assets, are reported as *expenditures* in governmental funds. Proceeds from long-term debt and financing through leases are reported as *other financing sources*.

Those revenues susceptible to accrual are property and sales taxes, certain intergovernmental revenues, interest revenue, charges for services, fines, and forfeitures. Other receipts and taxes are recognized as revenue when the cash is received.

Non-exchange transactions, in which the City gives or receives value without directly receiving or giving equal value in exchange include taxes, grants, entitlements, and donations. On the accrual basis, revenue from taxes is recognized in the fiscal year for which the taxes are levied or assessed. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Under the terms of grant agreements, the City may fund certain programs with a combination of cost-reimbursement grants, categorical block grants, and general revenue. Thus, both restricted and unrestricted net position may be made available to finance program expenditures. The City's policy is to first apply restricted grant resources to such programs, followed by general revenues if necessary.

The City considers restricted shared state revenues such as gasoline taxes and public safety sales taxes, restricted locally imposed transportation sales taxes, fines, forfeitures, licenses, permits, charges for services, and program grants as program revenues.

Certain indirect costs are included in program expenses reported for individual functions and activities.

G. *Deferred Outflows/Inflows of Resources*

In addition to assets, the statement of financial position or balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

In addition to liabilities, the statement of financial position or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time. *Unavailable revenue*, a type of deferred inflow of resources, is reported in the governmental funds balance sheet. The governmental funds report unavailable revenues from intergovernmental receivables and deferred amounts related to leases. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

H. *Budgets, Budgetary Accounting, and Encumbrances*

The City adopts an annual budget which is effective July 1 for the ensuing fiscal year. The budget reflects estimated revenues and expenditures, except for the capital projects funds. Appropriations and spending authorizations for projects in the capital projects funds and some special revenue funds are approved by the City Council on a multi-year basis. From the effective date of the budget, which is adopted at the department level, the amounts stated therein as proposed expenditures become appropriations to the various City departments. The City Council may amend the budget by resolution during the fiscal year in order to respond to emerging needs, changes in resources, or shifting priorities. Expenditures may not exceed appropriations at the fund level, which is the legal level of control. The City Manager is authorized to transfer budgeted amounts between accounts, departments, or funds; the Council must approve any increase in the City's operating expenditures, appropriations for capital projects, and transfers between major funds and reportable fund groups.

Budgets are adopted on a basis consistent with Generally Accepted Accounting Principles for the General Fund and Special Revenue Funds.

Encumbrance accounting, under which purchase orders for expenditures are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of the budgetary process. All unencumbered appropriations lapse at year end.

I. *Cash Equivalents*

For purposes of the statement of cash flows, the City considers all highly liquid investments (including all restricted assets) with maturities of three months or less when purchased to be cash equivalents. The City maintains a cash and investment pool that is available for use by all funds. As the proprietary funds' share of this pool is readily available when needed, such share is also considered to be cash equivalent.

J. *Prepays*

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

K. Capital Assets

City

Contributed capital assets are valued at their estimated acquisition value on the date contributed. Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are recorded at acquisition value. All other capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available, except for intangible right-to-use lease assets, the measurement of which is discussed in Note 1R below. Major outlays for capital assets and improvements are capitalized as projects are constructed.

City policy has set the capitalization thresholds for reporting capital assets at the following:

General capital assets	ranging from \$5,000 to \$50,000
Infrastructure capital assets	ranging from \$25,000 to \$250,000

Depreciation is provided using the straight-line method which means the cost of the asset is divided by its expected useful life in years and the result is charged to expense each year until the asset is fully depreciated. The purpose of depreciation is to spread the cost of capital assets equitably among all users over the life of these assets. The amount charged to depreciation expense each year represents that year's pro rata share of the cost of capital assets.

The City has assigned the useful lives listed below to capital assets:

Buildings, improvements, and structures	20 – 50 years
Machinery and equipment	4 – 20 years
Infrastructure	15 – 50 years
Right to use leased building	35 years
Right to use leased equipment	1.5 – 5 years

District

Collection systems and facilities purchased or constructed are stated at cost. Assets contributed are recorded at the estimated acquisition value at the date received. Interest is capitalized for assets constructed when applicable. The costs of normal repairs and maintenance that do not add to the value of an asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable. Applicable capital assets must be capitalized for amounts \$1,000 or above and may be capitalized for amounts from \$500 to \$1,000 if determined to be sensitive. Depreciation is provided by the straight-line method over the estimated useful lives of capital assets as follows:

Subsurface lines	50 – 80 years
Sewage collection facilities	5 – 50 years
General plant and administrative facilities	3 – 15 years

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

L. *Compensated Absences*

Compensated absences are accrued as earned. Upon termination, employees are paid for all unused vacation at their current hourly rates. Unused sick leave may be compensable up to 600 hours, depending upon the provisions of the MOUs, which vary by bargaining unit.

The long-term portion of the liability for compensated absences for governmental fund type operations is recorded as compensated absences in the government-wide financial statements. Compensated absences are liquidated by the fund that has recorded the liability. Proprietary fund liabilities are recorded within their respective funds. The long-term portion of governmental activities compensated absences is liquidated primarily by the General Fund.

The changes in compensated absences as of June 30, 2022 were as follows:

	Governmental Activities	Business-Type Activities	Total
Beginning Balance	\$4,806,105	\$118,193	\$4,924,298
Additions	2,464,583	86,071	2,550,654
Payments	(2,982,877)	(96,117)	(3,078,994)
Ending Balance	<u>\$4,287,811</u>	<u>\$108,147</u>	<u>\$4,395,958</u>
Current Portion	<u>\$535,976</u>	<u>\$13,518</u>	<u>\$549,494</u>

M. *Property Tax Levy, Collection and Maximum Rates – City*

State of California Constitution Article XIII A provides that the combined maximum property tax rate on any given property may not exceed 1% of its assessed value unless an additional amount for general obligation debt has been approved by voters. Assessed value is calculated at 100% of market value as defined by Article XIII A and may be adjusted by no more than 2% per year unless the property is sold, transferred, or substantially improved. The State Legislature has determined the method of distribution of receipts from a 1% tax levy among the counties, cities, school districts and other districts. Marin County assesses properties, bills for, and collects property taxes on the schedule that follows:

	<u>Secured</u>	<u>Unsecured</u>
Valuation/lien dates	January 1	January 1
Levy dates	July 1	July 1
Due dates (delinquent as of)	50% on November 1 (December 10) 50% on February 1 (April 10)	July 1 (August 31)

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

For assessment and collection purposes, property is classified as either “secured” or “unsecured” and is listed accordingly on separate parts of the assessment roll. The “secured roll” is that part of the assessment roll containing State-assessed property and real property having a tax lien that is sufficient, in the opinion of the County Assessor, to secure payment of the taxes. Unsecured property comprises all taxable property not attached to land, such as personal property or business property. Every tax levied by a county that becomes a lien on secured property has priority over all present and future private liens arising pursuant to State law on the secured property, regardless of the time of the creation of the other liens. A tax levied on unsecured property does not become a lien against the taxed unsecured property, but may become a lien on other property owned by the taxpayer.

Property taxes are levied and recorded as revenue when received in the fiscal year of levy because of the adoption of the “alternate method of property tax distribution,” known as the Teeter Plan, by the City and the County of Marin. The Teeter Plan authorized the auditor-controller of the County of Marin to allocate 100% of the secured property taxes billed, but not yet paid. The County of Marin remits tax monies to the City in three installments, as follows:

55% remitted on December 15
 40% remitted on April 15
 5% remitted on June 15

N. Sewer Charges – District

Sewer charges are billed and collected on behalf of the District by the County of Marin as a special assessment on annual property tax billings. Property taxes are levied on January 1 and are due in two equal installments on November 1 and February 1 and become delinquent December 10 and April 10, for the first and second installments, respectively. In accordance with the Teeter Plan, the County remits to the District all charges which are assessed and the county retains responsibility for collecting past due amounts.

The Teeter Plan provides that the County advance the District its share of the annual gross levy of secured property taxes and special assessments. In consideration, the District gives the County of Marin its rights to penalties and interest on delinquent secured property tax receivables and actual proceeds collected.

O. Connection Fees – District

Connection fees represent a one-time contribution of resources to the District imposed on contractors and developers for the purpose of financing capital improvements. Connection fees are recognized after non-operating revenues (expenses) in the statement of revenues, expenses, and changes in net position. The District utilizes connection fees received on a first-in-first-out basis to finance current year capital projects. Accordingly, if there is a balance of connection fees available at year-end, it is classified as restricted net position.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

P. Fair Value Measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs – other than quoted prices included within level 1 – that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

Q. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent asset and liabilities at the dates of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting periods. Actual results could differ from those estimates.

R. Leases

A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment.

Lessee – The City is a lessee for noncancellable leases of equipment and land. The City recognizes a lease liability and an intangible right-to-use lease asset (lease asset) in the government-wide financial statements. The City recognizes lease liabilities with an initial individual value of \$25,000 or more.

At the commencement of a lease, the City initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The lease asset is initially measured as the initial amount of the lease liability, adjusted for lease payments made at or before the lease commencement date, plus certain initial direct costs. Subsequently, the lease asset is amortized on a straight-line basis over the lesser of its useful life or the life of the lease agreement.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Key estimates and judgments related to leases include how the City determines (1) the discount rate it uses to discount the expected lease payments to present value, (2) lease term, and (3) lease payments as follows:

- The City uses the interest rate charged by the lessor as the discount rate. When the interest rate charged by the lessor is not provided, the City generally uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease.
- Lease payments included in the measurement of the lease liability are composed of fixed payments and purchase option price that the City is reasonably certain to exercise, if applicable.

The City monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the lease asset and liability if certain changes occur that are expected to significantly affect the amount of the lease liability.

Lease assets are reported with other capital assets and lease liabilities are reported with long-term lease liabilities on the statement of net position.

Lessor – The City is a lessor for noncancellable leases of certain buildings and land. The City recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements.

At the commencement of a lease, the City initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimates and judgments include how the City determines (1) the discount rate it uses to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts as follows:

- The City uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease.
- Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

The City monitors changes in circumstances that would require a remeasurement of its lease, and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

S. *New Accounting Pronouncements*

GASB Statement No. 87 – In June 2017, GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The provisions of this Statement were implemented during fiscal year 2022. As part of the implementation of this Statement, the City has accounted for certain lessor and lessee transactions, which required the restatement of beginning net position of the governmental activities leases receivable and deferred inflows in the amounts of \$615,997, and capital assets and lease liabilities in the amount of \$5,734,584, and the net effect on beginning net position and fund balance is zero. See the leases disclosures in Notes 4G and 14.

GASB Statement No. 92 – In January 2020, GASB issued Statement No. 92, *Omnibus 2020*. The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This Statement addresses a variety of topics and includes specific provisions about the following: Statement No. 87, *Leases*; reporting of intra-entity transfers between a primary government employer and a component unit defined benefit pension plan or defined benefit other postemployment benefit (OPEB) plan; applicability of Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68*, and *Amendments to Certain Provisions of GASB Statements 67 and 68*, as amended, and No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*, as amended, to reporting assets accumulated for postemployment benefits; applicability of certain requirements of Statement No. 84, *Fiduciary Activities*, to postemployment benefit arrangements; asset retirement obligations; reference to nonrecurring fair value measurements of assets or liabilities in authoritative literature; terminology used to refer to derivative instruments. The provisions of this Statement were implemented during fiscal year 2022. The implementation of this Statement did not have a material effect on the financial statements.

GASB Statement No. 98 – In October 2021, GASB issued Statement No. 98, *The Annual Comprehensive Financial Report*. This Statement establishes the term *annual comprehensive financial report* and its acronym ACFR. That new term and acronym replace instances of *comprehensive annual financial report* and its acronym in generally accepted accounting principles for state and local governments. The provisions of this Statement were implemented during fiscal year 2022.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 2 – CASH AND INVESTMENTS

A. Policies

The City maintains an investment policy that emphasizes safety, liquidity, and reasonable market yield. This policy is reviewed and approved by the City Council annually.

The City invests in individual investments and in investment pools. Individual investments are evidenced by specific identifiable *securities instruments*, or by an electronic entry registering the owner in the records of the institution issuing the security, called the *book entry* system. In order to increase security, the City employs the trust department of a bank as the custodian of certain City managed investments, regardless of their form.

California Law requires banks and savings and loan institutions to pledge government securities with a market value of 110% of the City's cash on deposit, or first trust deed mortgage notes with a market value of 150% of the deposit, as collateral for these deposits. Under California Law this collateral is held in a separate investment pool by another institution in the City's name and places the City ahead of general creditors of the institution.

The City's investments are carried at fair value, as required by generally accepted accounting principles. The City adjusts the carrying value of its investments to reflect their fair value at each fiscal year end, and it includes the effects of these adjustments in income for that fiscal year.

B. Classification

Cash and investments as of June 30, 2022, are classified in the financial statements as shown below, based on whether or not their use is restricted under the terms of City debt instruments or agency agreements.

Statement of Net Position:

City of San Rafael:

Cash and investments available for operations	\$103,504,330
Restricted cash and investments	712,709
	<hr/>
Total Primary Government Cash and Investments	104,217,039
	<hr/>

San Rafael Sanitation District (Component Unit):

Cash and investments available for operations	46,864,314
	<hr/>
Total San Rafael Sanitation District Cash and Investments	46,864,314
	<hr/>

Statement of Fiduciary Net Position (separate statement):

Successor Agency to the Redevelopment Agency Private Purpose Trust Fund:

Cash available for operations	173,063
	<hr/>

Pt. San Pedro Road Assessment District Custodial Fund:

Cash available for operations	221,627
	<hr/>
Total Fiduciary Fund Cash and Investments	394,690
	<hr/>
Total Cash and Investments	\$151,476,043
	<hr/> <hr/>

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 2 – CASH AND INVESTMENTS (Continued)

The City does not normally allocate investments by fund. Each proprietary fund's portion of Cash and Investments Available for Operations is in substance a demand deposit available to finance operations, and is considered a cash equivalent in preparing the statement of cash flows.

C. Investments Authorized by the California Government Code and the City's Investment Policy

The City's investment policy and the California Government Code allow the City to invest in the following securities provided the credit ratings of the issuers are acceptable to the City and approved percentages and maturities are not exceeded. The table below also identifies certain provisions of the California Government Code, or the City's Investment Policy where it is more restrictive:

Authorized Investment Type	Maximum Maturity	Minimum Credit Quality (A)	Maximum Percentage of Portfolio (A)	Maximum Investment in One Issuer
U.S. Government Obligations	5 years	N/A	No limit	No limit
Federal Agency Securities and Instruments	5 years	N/A	No limit	No limit
Repurchase Agreements	1 year	N/A	No limit	No limit
Prime Commercial Paper	270 days	A-1	25%	10% of total outstanding commercial paper and 5% of portfolio
Banker's Acceptances	180 days	A-1	40%	\$2,000,000
Medium-Term Corporate Notes	5 years	A	30%	5% of portfolio
Negotiable Certificates of Deposit	5 years	A-1	30%	5% of portfolio
Non-negotiable Certificates of Deposit	5 years	N/A	30%	5% of portfolio
Local Agency Investment Fund	N/A	N/A	N/A	\$75m per Account
Money Market Funds	N/A	AAA	10%	N/A
Mortgage and Asset-Backed Obligations	5 years	AA	20%	N/A
Supranational Securities	5 years	AA	15%	N/A
Limited Obligation Improvement Bonds Special Assessment Districts and Special Tax Districts issued by the City of San Rafael	30 years	N/A	N/A	N/A

(A) At time of purchase

The San Rafael Sanitation District maintains all of its cash in the County of Marin pooled investment fund for the purpose of increasing interest earnings through pooled investment activities.

The County Pool includes both voluntary and involuntary participation from external entities. The District is a voluntary participant. The State of California statutes require certain special districts and other governmental entities to maintain their cash surplus with the County Treasurer. The District has approved by resolution, the investment policy of the County of Marin which complies with the California Government Code.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 2 – CASH AND INVESTMENTS (Continued)

D. Investments Authorized by Debt Agreements

The City must maintain required amounts of cash and investments with trustees or fiscal agents under the terms of certain debt issues. These funds are unexpended bond proceeds or are pledged as reserves to be used if there are insufficient resources to meet debt repayment obligations. The California Government Code requires these funds to be invested in accordance with City ordinance bond indentures or State statute. The table below identifies the investment types that are authorized for investments held by fiscal agents. The table also identifies certain provisions of these debt agreements:

Authorized Investment Type	Maximum Maturity	Minimum Credit Quality (A)	Maximum Percentage of Portfolio
U.S. Treasury Obligations	5 years to no maximum	N/A	No Limit
U.S. Agency Securities	3 - 5 years	N/A	No Limit
U.S. Agency Instruments	5 years	N/A	No Limit
Repurchase Agreements	1 year	A-1	No Limit
Banker's Acceptances	360 days	Highest Category Rating	No Limit
Money Market Mutual Funds	N/A	Highest Category Rating	No Limit
Prime Commercial Paper	270 days	Highest Category Rating	No Limit
Guaranteed Investment Contracts (fully collateralized) (B)	N/A	Highest Category Rating	No Limit
Medium-Term Corporate Notes	5 Years	A	No Limit
Non-Negotiable Certificates of Deposit	180 Days	N/A	No Limit
Negotiable Certificates of Deposit	5 Years	N/A	No Limit
Local Agency Investment Fund	N/A	N/A	No Limit
California Asset Management Program	N/A	N/A	No Limit
Deposit Accounts	N/A	A	No Limit
Defeasance Securities	N/A	N/A	No Limit

(A) At time of purchase.

(B) Guaranteed Investment Contracts must be fully collateralized with U.S. Treasury or U.S. Agency Obligations.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 2 – CASH AND INVESTMENTS (Continued)

E. Fair Value Hierarchy

The following is a summary of the fair value hierarchy of the fair value of investments of the City as of June 30, 2022:

	<u>(a)</u> Level 1	<u>(b)</u> Level 2	<u>(c)</u> Level 3	<u>Total</u>
City:				
Money Market Funds		\$787,168		\$787,168
U.S. Government Obligations	\$19,307,665			19,307,665
Federal Agency Securities and Instruments		11,004,009		11,004,009
Medium-Term Corporate Notes		13,224,811		13,224,811
Investment in Pt. San Pedro Bonds			\$1,134,017 (d)	1,134,017
	<u>\$19,307,665</u>	<u>\$25,015,988</u>	<u>\$1,134,017</u>	45,457,670
<i>Investments Exempt from Fair Value Hierarchy:</i>				
Local Agency Investment Fund				48,843,399
Marin County Investment Pool				81,400
Total Investments				<u>94,382,469</u>
<i>Cash in banks and on hand</i>				<u>9,834,570</u>
Total City Cash and Investments				<u>104,217,039</u>
Fiduciary:				
<i>Cash in banks</i>				394,690
Total Fiduciary Cash				<u>394,690</u>
Total City and Fiduciary Cash and Investments				<u>104,611,729</u>
San Rafael Sanitation District:				
<i>Marin County Investment Pool</i>				46,864,314
District's Total Cash and Investments				<u>46,864,314</u>
Total Cash and Investments				<u>\$151,476,043</u>

Source: The above GASB 72 Classifications in the different input levels are provided by US Bank.

- (a) Level 1 inputs are quoted prices in active market for identical assets. These are quoted prices in active markets for identical assets at the measurement date. An active market for the asset is a market in which transactions for the asset occur with sufficient frequency and volume to provide pricing information on an ongoing basis.
- (b) Level 2 inputs are significant other observable inputs. These inputs include: a) Quoted prices for similar assets in active markets; b) Quoted prices for identical or similar assets in markets that are not active; and c) Inputs other than quoted prices that are observable for an asset.
- (c) Level 3 inputs are significant unobservable inputs. These inputs shall be used to measure fair value to the extent that observable inputs are not available, thereby allowing for situations in which there is little, if any, market activity for the asset at the measurement date.
- (d) This pertains to the City-owned bonds of its investments in Pt. San Pedro Special Assessment District that has no trading market and is thus listed under Level 3. This bond is valued using discounted cash flow techniques.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 2 – CASH AND INVESTMENTS (Continued)

F. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Normally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The City also manages its interest rate risk by holding most investments to maturity, thus reversing unrealized market gains and losses.

Information about the sensitivity of the fair values of the City's investments (including investments held by bond trustee) to market interest rate fluctuations is provided by the following table that shows the distribution of the City's investments by maturity or earliest call date:

Type of Investment	12 Months or Less	More than 12 Months	Total
City:			
Money Market Funds	\$787,168		\$787,168
Local Agency Investment Fund	48,843,399		48,843,399
Marin County Investment Pool	81,400		81,400
U.S. Government Obligations	7,739,810	\$11,567,855	19,307,665
Federal Agency Securities and Instruments	4,665,547	6,338,462	11,004,009
Medium-Term Corporate Notes	1,986,625	11,238,186	13,224,811
Investment in Pt. San Pedro Bonds		1,134,017	1,134,017
Total Investments	\$64,103,949	\$30,278,520	94,382,469
<i>Cash in banks and on hand</i>			9,834,570
Total City Cash and Investments			104,217,039
Fiduciary:			
<i>Cash in banks</i>			394,690
Total Fiduciary Cash			394,690
Total City and Fiduciary Cash and Investments			104,611,729
San Rafael Sanitation District:			
<i>Marin County Investment Pool</i>			46,864,314
Total District's Cash and Investments			46,864,314
Total Cash and Investments			\$151,476,043

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 2 – CASH AND INVESTMENTS (Continued)

The City is a participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The City reports its investment in LAIF at the fair value amount provided by LAIF, which is the same as the value of the pool share. The balance is available for withdrawal on demand, and is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. Each regular LAIF account is permitted to have up to 15 transactions per month, with a minimum transaction amount of \$5,000, a maximum transaction amount of \$75 million and at least 24 hours advance notice for withdrawals of \$10 million or more.

Included in LAIF's investment portfolio are collateralized mortgage obligations, mortgage-backed securities, other asset-backed securities, loans to certain state funds, and floating rate securities issued by federal agencies, government-sponsored enterprises, United States Treasury Notes and Bills, and corporations. At June 30, 2022, these investments matured in an average of 311 days.

Money Market Mutual Funds are available for withdrawal on demand. The investment portfolio of the Money Market Mutual Fund had an average maturity of 12 days at June 30, 2022.

The County's investment pool is not registered with the Securities and Exchange Commission as an investment company. The pool has a credit rating of "AAA/V1." Investments made by the Treasurer are regulated by the California Government Code and by the County's investment policy. The objectives of the policy are in order of priority, safety, liquidity, yield, and public trust. The County has established a treasury oversight committee to monitor and review the management of public funds maintained in the investment pool in accordance with Article 6 Section 27131 of the California Government Code. The oversight committee and the Board of Supervisors review and approve the investment policy annually. The County Treasurer prepares and submits a comprehensive investment report to the members of the oversight committee and the investment pool participants every month. The report covers the types of investments in the pool, maturity dates, par value, actual costs, and fair value.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 2 – CASH AND INVESTMENTS (Continued)

G. Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the actual rating as of June 30, 2022, for each of the City's or District's investment types as provided by Standard and Poor's or Moody's investment rating systems, except as noted:

Investments	Amount Invested	Percentage of Investments	NRSRO Rating
City:			
Money Market Funds	\$787,168	1%	AAAm
Marin County Investment Pool	81,400	< 1%	AAA/V1
U.S. Government Obligations	19,307,665	20%	AA+/Aaa
Federal Agency Securities and Instruments	11,004,009	12%	AA+/Aaa
Medium-Term Corporate Notes	13,224,811	14%	AA+, AA, AA-, A+, A-/ Aaa, Aa2, Aa3, A1, A2, A3
Local Agency Investment Fund	48,843,399	52%	Not Rated
Investment in Pt. San Pedro Bonds	<u>1,134,017</u>	1%	Not Rated
Total City Investments	<u>94,382,469</u>		
San Rafael Sanitation District:			
Marin County Investment Pool	<u>46,864,314</u>		AAA/V1
Total Investments	<u>\$141,246,783</u>		

H. Concentration Risk

Investments in the securities of any individual issuers, other than U.S. Treasury securities, mutual funds, and external investment pools, that represent 5% or more of the total entity-wide investments are as follows at June 30, 2022:

Issuer	Investment Type	Amount
Federal National Mortgage Association	Federal Agency Securities and Instruments	\$4,721,114

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 3 – INTER-FUND TRANSACTIONS

A. Transfers

Resources may be transferred from one City fund to another. Transfers routinely fund capital projects or capital outlays, lease or debt service payments, and operating expenses.

Transfers between funds during the fiscal year ended June 30, 2022, were as follows:

From Fund	To Fund	Amount
General Fund	Essential Facilities Capital Projects Fund	\$714,885 (A)
	Non-Major Governmental Funds	2,259,000 (B)
Traffic and Housing Mitigation Special Revenue Fund	Gas Tax Special Revenue Fund	1,190,000 (C)
Gas Tax Special Revenue Fund	General Fund	635,000 (D)
Parking Services Enterprise Fund	General Fund	436,209 (E)
	Non-Major Governmental Funds	85,000 (B)
Equipment Replacement Internal Service Fund	Gas Tax Special Revenue Fund	122,000 (C)
Employee Retirement Internal Service Fund	General Fund	683,813 (E)
Non-Major Governmental Funds	Essential Facilities Capital Projects Fund	307,313 (A)
	Non-Major Governmental Funds	8,544 (C)
		<u>\$6,441,764</u>

(A) Transfers for Public Safety Center Projects.

(B) Transfers for administrative costs, grant matching, recreation, and other program support.

(C) Transfers for project support.

(D) Transfers for street maintenance support and administrative costs.

(E) Transfers for debt service.

NOTE 4 – LOANS AND LEASES RECEIVABLE

A. Summary of Loans Receivable

The City has identified the portion of fund balance represented by these loans as nonspendable or restricted as discussed in Note 8. As of June 30, 2022, these loans consisted of the following:

Employee Loans	\$747
Centertown Associates	920,826
One "H" Street Associates	31,431
Vivalon Loan	<u>1,825,000</u>
Total	<u>\$2,778,004</u>

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 4 – LOANS AND LEASES RECEIVABLE (Continued)

B. *Employee Loans*

The City administers a computer loan program that supports the use of technology by employees. Employees are permitted to borrow up to \$1,500 for the purchase of computer hardware and software. The loans are interest-free, have maximum terms of one year, and are repaid through automatic payroll deductions. As of June 30, 2022, the balance of the employee loans receivable was \$747.

C. *Centertown Associates Loan*

On August 20, 1990, the former Redevelopment Agency loaned Centertown Associates, Ltd, \$303,000 at 3% interest due semiannually. The loan was made for the construction of a 60-unit affordable Centertown apartment complex and was fully secured by a deed of trust. The final payment is due on July 31, 2065. With the dissolution of the Redevelopment Agency effective February 1, 2012, the assets of the Agency's Low and Moderate Income Housing Fund, including the Centertown Associates loan, were assumed by the City's Low and Moderate Income Housing Special Revenue Fund. On October 22, 2021, City Council approved the Amended and Restated Promissory Note for the loan. The amendment extended the due date to October 22, 2078, for the original loan balance of \$266,781 consisting of \$219,982 in remaining principal and \$46,799 in accrued interest as of the date of the amended loan agreement. In addition, the amendment included an additional loan in the amount of \$643,095 for a ground lease for certain land located at 855 C Street, currently improved with approximately sixty units of affordable housing. Interest is compounded at 1.74% annually and is repayable from residual receipts as defined under the agreement. Repayment is due on October 22, 2078. The amended note is secured by a Leasehold Deed of Trust with Assignment of Rents and Security Agreement on the Property. As of June 30, 2022, the balance of the loan including principal and accrued interest was \$920,826.

D. *One "H" Street Associates Loan*

On January 18, 1994, the City loaned One "H" Street Associates \$100,000 at zero percent interest with annual payments of \$2,857 and the final payment is due January 18, 2034. As of June 30, 2022, the balance of this loan was \$31,431.

E. *Vivalon Loan*

On April 1, 2022, the City entered into a loan agreement in the amount of \$1,825,000 to fund construction of the Vivalon Healthy Aging Center located at 999 3rd Street. Interest is due annually at 3% during the construction phase. The site will include 66 one-bedroom and studio units for older adults and approximately 20% of the units will be supportive housing. The term is the later of (a) the fifty-seventh anniversary of the date the Deed of Trust is recorded in the Recorder's Office of Marin County or (b) the fifty-fifth anniversary of the date on which construction financing is converted into permanent financing. Annual payments equal to the City's proportionate share of residual receipts attributable to the prior calendar year are due beginning June 1st after the end of the calendar year that the construction loan for the property converts to a permanent loan. The note is secured by a Deed of Trust. As of June 30, 2022, the balance of the loan was \$1,825,000.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 4 – LOANS AND LEASES RECEIVABLE (Continued)

F. Other Receivables – Long-Term Receivable from San Rafael Sanitation District

The City provides staffing to San Rafael Sanitation District (District) under a contractual arrangement originated in 1987 that requires the District to pay all related employee costs incurred by the City on its behalf. Accordingly, the cost of providing pension and post-employment health benefits incurred by the City for the District staff but not yet funded are reflected by the District as an obligation, and by the City as a noncurrent receivable. The obligation as of June 30, 2022, is \$3,324,061, and is composed of the following:

Defined benefit pension liability allocation	\$2,658,961
Other post-employment benefit liability allocation	<u>665,100</u>
Total long-term receivable from San Rafael Sanitation District	<u><u>\$3,324,061</u></u>

G. Leases Receivable

The City from time to time engages in lease arrangements allowing the right for others to use various owned land and buildings for the public benefit. As of June 30, 2022, these leases and related deferred inflows of resources consisted of the following:

	Leases Receivable	Deferred Inflows of Resources
Marin History Museum	<u>\$54,319</u>	<u>\$52,892</u>
Yacht Club	201,806	197,737
Trans Bay Cable	<u>301,504</u>	<u>292,721</u>
Total	<u><u>\$557,629</u></u>	<u><u>\$543,350</u></u>

On August 1, 2021, the City began leasing a building to the Marin History Museum with monthly payments of \$1,200 - \$1,260 through July 1, 2026. The City recognized \$11,874 in lease revenue and \$2,753 in interest revenue during the current fiscal year related to this lease. Also, the City has a deferred inflow of resources associated with this lease that will be recognized as revenue over the lease term.

On April 1, 2014, the City began leasing property to the San Rafael Yacht Club. The lease was extended during fiscal year 2022 and lease payments are due annually with an initial amount of \$28,699 commencing March 31, 2022. Lease payments are to be increased by 5% every two years thereafter, until the end of the lease on March 31, 2029. The City recognized \$28,248 in lease revenue and \$4,520 in interest revenue during the current fiscal year related to this lease. Also, the City has a deferred inflow of resources associated with this lease that will be recognized as revenue over the lease term.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 4 – LOANS AND LEASES RECEIVABLE (Continued)

On January 1, 2007, the City began leasing land to a third party for a cable operation. Lease payments are due annually with an initial amount of \$33,500 commencing March 31, 2022. Lease payments are to be increased by 3% every year thereafter, until the end of the lease on January 1, 2031. The City recognized \$32,525 in lease revenue and \$9,757 in interest revenue during the current fiscal year related to this lease. Also, the City has a deferred inflow of resources associated with this lease that will be recognized as revenue over the lease term.

NOTE 5 – CAPITAL ASSETS

Changes in capital assets during the fiscal year consisted of:

	Balance June 30, 2021 (as restated)	Additions	Retirements	Transfers	Balance June 30, 2022
Governmental Activities					
Capital assets not being depreciated:					
Land	\$83,662,359	\$368,000	(\$4,700)		\$84,025,659
Construction in progress	24,616,957	18,861,107		(\$20,992,844)	22,485,220
Total capital assets not being depreciated	<u>108,279,316</u>	<u>19,229,107</u>	<u>(4,700)</u>	<u>(20,992,844)</u>	<u>106,510,879</u>
Capital assets being depreciated:					
Land improvements	9,762,567				9,762,567
Buildings and structures	119,165,142				119,165,142
Machinery and equipment	21,145,959	132,904	(820,929)	39,147	20,497,081
Infrastructure	213,601,501	3,360		20,953,697	234,558,558
Intangible right-to-use leased building	5,476,219				5,476,219
Intangible right-to-use leased equipment	258,365				258,365
Total capital assets being depreciated	<u>369,409,753</u>	<u>136,264</u>	<u>(820,929)</u>	<u>20,992,844</u>	<u>389,717,932</u>
Less accumulated depreciation for:					
Land improvements	(7,137,860)	(213,705)			(7,351,565)
Buildings and structures	(24,163,745)	(2,894,246)			(27,057,991)
Machinery and equipment	(14,743,393)	(1,136,975)	772,664		(15,107,704)
Infrastructure	(146,572,481)	(4,973,490)			(151,545,971)
Intangible right-to-use leased building		(156,463)			(156,463)
Intangible right-to-use leased equipment		(80,740)			(80,740)
Total accumulated depreciation	<u>(192,617,479)</u>	<u>(9,455,619)</u>	<u>772,664</u>		<u>(201,300,434)</u>
Total net capital assets being depreciated	<u>176,792,274</u>	<u>(9,319,355)</u>	<u>(48,265)</u>	<u>20,992,844</u>	<u>188,417,498</u>
Total governmental activity capital assets	<u>\$285,071,590</u>	<u>\$9,909,752</u>	<u>(\$52,965)</u>		<u>\$294,928,377</u>

During fiscal year 2022, the City implemented the provisions of GASB Statement No. 87, *Leases*, which required the restatement of capital assets, specifically to incorporate an intangible right-to-use leased building and right-to-use leased equipment. As a result, initial intangible right-to-use lease assets were recorded in the amounts of \$5,476,219 and \$258,365, respectively, as of July 1, 2021. The lease assets are offset with lease liabilities as discussed in Note 14.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 5 – CAPITAL ASSETS (Continued)

	Balance June 30, 2021	Additions	Balance June 30, 2022
Business-type Activities			
Capital assets not being depreciated:			
Land	\$8,620,853		\$8,620,853
Total capital assets not being depreciated	8,620,853		8,620,853
Capital assets being depreciated:			
Buildings and structures	10,713,814		10,713,814
Machinery and equipment	940,164		940,164
Total capital assets being depreciated	11,653,978		11,653,978
Less accumulated depreciation for:			
Buildings and structures	(3,921,410)	(\$205,363)	(4,126,773)
Machinery and equipment	(848,219)	(19,109)	(867,328)
Total accumulated depreciation	(4,769,629)	(224,472)	(4,994,101)
Total net capital assets being depreciated	6,884,349	(224,472)	6,659,877
Total business-type activity capital assets	\$15,505,202	(\$224,472)	\$15,280,730

	Balance June 30, 2021	Additions	Transfers	Balance June 30, 2022
San Rafael Sanitation District				
Capital assets not being depreciated:				
Land and easements	\$115,329			\$115,329
Construction in progress	4,037,237	\$2,546,213	(\$5,761,041)	822,409
Total capital assets not being depreciated	4,152,566	2,546,213	(5,761,041)	937,738
Capital assets being depreciated:				
Subsurface lines	41,910,303	510,563	3,073,641	45,494,507
Sewage collection facilities	45,073,165	155,048	2,687,400	47,915,613
General plant and administration	2,365,939	742		2,366,681
Total capital assets being depreciated	89,349,407	666,353	5,761,041	95,776,801
Less accumulated depreciation for:				
Subsurface lines	(13,538,918)	(610,363)		(14,149,281)
Sewage collection facilities	(23,683,812)	(1,614,777)		(25,298,589)
General plant and administration	(1,564,017)	(135,203)		(1,699,220)
Total accumulated depreciation	(38,786,747)	(2,360,343)		(41,147,090)
Total net capital assets being depreciated	50,562,660	(1,693,990)	5,761,041	54,629,711
Total District's capital assets	\$54,715,226	\$852,223		\$55,567,449

Capital Asset Contributions – Some capital assets may have been acquired using Federal and State grant funds, or were contributed by developers or other governments. These contributions are accounted for as revenues at the time the capital assets are contributed.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 5 – CAPITAL ASSETS (Continued)

Depreciation Allocation – Depreciation expense is charged to functions and programs based on their usage of the related assets. The amounts allocated to each function or program are as follows:

Governmental Activities	
General government	\$108,142
Public safety	886,474
Public works and parks	6,309,621
Community development	51,993
Culture and recreation	757,344
Internal service funds	<u>1,342,045</u>
Total Governmental Activities	<u><u>\$9,455,619</u></u>
Business-type Activities	
Parking services	<u>\$224,472</u>
Total Business-type Activities	<u><u>\$224,472</u></u>

NOTE 6 – LONG TERM DEBT

The City generally incurs long-term debt to finance projects or purchase assets which will have useful lives equal to or greater than the related debt.

A summary of governmental and business-type activities transactions for the fiscal year ended June 30, 2022, are as follows:

	Authorized and Issued	Balance June 30, 2021	Additions	Retirements	Balance June 30, 2022	Current Portion
Governmental Activities Bonds:						
2018 Authority Lease Revenue Bonds 4.00%-5.00%, due 6/1/2034	\$45,485,000	\$43,575,000		\$2,070,000	\$41,505,000	\$2,240,000
Add: unamortized bond premium		6,603,265		507,943	6,095,322	
2010 Taxable Pension Obligation Bonds 6.00%-6.25%, due 7/1/2025	4,490,000	<u>2,845,000</u>		<u>505,000</u>	<u>2,340,000</u>	<u>535,000</u>
Total Governmental Activities Bonds		<u>53,023,265</u>		<u>3,082,943</u>	<u>49,940,322</u>	<u>2,775,000</u>
Governmental Activities - Direct Borrowings:						
PG & E City Hall HVAC Retrofit Note Payable 0.00%, due 11/30/2023	334,585	79,438		33,280	46,158	33,280
PG & E CEC Efficiency Note Payable 1.00%, due 12/22/2026	1,104,799	826,313		146,889	679,424	148,362
PG & E Energy Efficient Lighting Project Note Payable 0.00% due 1/20/30	174,036		\$174,036	9,064	164,972	21,755
Total Governmental Activities - Direct Borrowings		<u>905,751</u>	<u>174,036</u>	<u>189,233</u>	<u>890,554</u>	<u>203,397</u>
Total Governmental Activities Debt		<u>\$53,929,016</u>	<u>\$174,036</u>	<u>\$3,272,176</u>	<u>\$50,830,876</u>	<u>\$2,978,397</u>
Business-type Activities:						
Direct Borrowing:						
PG & E Parking Lot Lighting Retrofit Note Payable 0.00%, due 11/30/2023	66,380	\$14,123		\$6,818	\$7,305	\$6,816
2012 Authority Lease Revenue Refunding Bonds 2.00-4.00%, due 4/1/2033	6,750,000	4,325,000		300,000	4,025,000	310,000
Less: unamortized bond discount		<u>(8,522)</u>		<u>(725)</u>	<u>(7,797)</u>	
Total Business-type Activities Bonds		<u>4,316,478</u>		<u>299,275</u>	<u>4,017,203</u>	<u>310,000</u>
Total Business-type Activities		<u>\$4,330,601</u>		<u>\$306,093</u>	<u>\$4,024,508</u>	<u>\$316,816</u>

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 6 – LONG-TERM DEBT (Continued)

A. 2018 Authority Lease Revenue Bonds

On March 5, 2018, the Authority issued 2018 Authority Lease Revenue Bonds in the amount of \$45,485,000 bearing interest at rates from 4.00% to 5.00%. The proceeds of the bonds were provided for replacement of two fire stations and construction of a public safety center. The Authority has pledged revenue pursuant to a site and facility lease between the City and the Authority for the public safety center. The lease rental payments are due semi-annually and are in an amount sufficient to make payments on the Bonds. Interest on the Bonds is payable semiannually on June 1 and December 1. Principal payable on the Bonds will be paid on June 1 starting on June 1, 2021. The Bonds maturing on or prior to June 1, 2028, are not subject to optional redemption prior to their maturity. The Bonds maturing on or after June 1, 2029, are subject to optional redemption as a whole or in part on any date after June 1, 2028, at the option of the Authority, at a redemption price equal to the principal amount of the Bonds subject to redemption, plus accrued interest to the date fixed for redemption, without premium.

The Bonds are payable from any source of available funds of the City. The bond covenants contain events of default that require the revenue of the City to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the City to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the City; or if any court or competent jurisdiction shall assume custody or control of the City.

B. 2010 Taxable Pension Obligation Bonds

On July 1, 2010, the City issued 2010 Taxable Pension Obligation Bonds in the amount of \$4,490,000 bearing interest at rates from 6.00% to 6.25%. Principal payments are due annually on July 1 and interest is payable semiannually on January 1 and July 1. The Bonds were issued to prefund a portion of the obligations of the City to the Marin County Employees' Retirement Association. Payment of the principal and interest on the Bonds is not limited to any special source of funds and is payable from any legally available moneys of the City. The City is not empowered or obligated to levy or pledge taxes to make payments on the Bonds. The bond covenants contain events of default that require the revenue of the City to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the City to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the City; or if any court or competent jurisdiction shall assume custody or control of the City.

C. Pacific Gas and Electric Notes Payable

PG&E HVAC and Lighting Retrofit

On September 30, 2013, the City executed a note payable agreement with Pacific Gas and Electric (PG&E) in the amount of \$634,861, which does not bear interest. The debt was assumed as a means to finance energy-efficient retrofit projects which include updating the existing heating, ventilation, and air conditioning (HVAC) unit in City Hall and converting the street and parking lot lights to light emitting diode (LED). \$334,585 of the loan is for the HVAC projects and \$300,276 of the loan is for the LED projects. Repayment of the loan commenced in December 2013, and is due monthly until paid in full in 2023.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 6 – LONG-TERM DEBT (Continued)

PG&E CEC Efficiency

On September 5, 2017, City Council approved the execution of a note payable agreement with PG&E in an amount up to \$1,178,813, bearing interest at 1%. The debt was assumed as a means to finance the execution of various energy efficiency system upgrades to City facilities and street lights. The upgrades included interior and exterior lighting upgrades and energy management control systems. The City made the final draw on the loan and the final loan obligation was \$1,104,799. Payments commenced in December 2019, and are due semi-annually until paid in full in December 2026.

PG&E Energy Efficient Lighting Project

On September 20, 2021, the City executed a note payable agreement with PG&E in the amount of \$174,036, which does not bear interest. The debt was assumed as a means of financing energy efficient lighting for the Al Boro recreation center and the department of Public Works building. Repayment of the loan commenced in February 2022 and payments are due monthly until paid in full in January 2030.

D. 2012 Authority Lease Revenue Refunding Bonds

On August 7, 2012, the Authority issued 2012 Authority Lease Revenue Refunding Bonds in the amount of \$6,750,000 bearing interest at rates from 2.00% to 4.00%. The proceeds of the Series 2012 Bonds were used to repay the Authority's 2003 Authority Lease Revenue Bonds that financed the construction of the 3rd and C Street parking structure and achieved lower interest rates and lower annual debt service payments. The refunding resulted in a net present value savings to the City in debt service of \$670,496. In addition, the requisition price exceeded the net carrying amount of the old debt by \$295,278. The Series 2012 Bonds are payable from lease payments made by the City to the Authority for leasing the City facilities. The rights to these lease payments have been irrevocably transferred by the Authority to the Trustee. Activities related to the Series 2012 Bonds are reported in the Parking Services Enterprise Fund. Principal payments are due annually on April 1 and interest is payable semiannually on October 1 and April 1. The Bonds maturing on or prior to April 1, 2022, are not subject to optional redemption prior to their maturity. The Bonds maturing on or after April 1, 2023, are subject to optional redemption as a whole or in part on any date after April 1, 2022, at the option of the Authority, at a redemption price equal to the principal amount of the Bonds subject to redemption, plus accrued interest to the date fixed for redemption, without premium.

The Bonds are payable from any source of available funds of the City. The bond covenants contain events of default that require the revenue of the City to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the City to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the City; or if any court or competent jurisdiction shall assume custody or control of the City.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 6 – LONG-TERM DEBT (Continued)

E. Future Debt Service

Future debt service requirements, including interest, at June 30, 2022, are as follows:

For the Year Ended June 30	Governmental Activities			
	Bonds		Direct Borrowings	
	Principal	Interest	Principal	Interest
2023	\$2,775,000	\$2,204,781	\$203,397	\$6,425
2024	3,000,000	2,058,406	184,469	4,951
2025	3,245,000	1,900,250	173,106	3,436
2026	3,510,000	1,729,256	174,623	1,919
2027	3,105,000	1,565,750	98,761	386
2028 - 2032	19,555,000	5,240,250	56,198	
2033 - 2034	8,655,000	624,250		
Totals	43,845,000	\$15,322,943	890,554	\$17,117
Reconciliation of Long-term debt:				
Add: unamortized premium	6,095,322			
	<u>\$49,940,322</u>		<u>\$890,554</u>	

For the Year Ended June 30	Business-type Activities		
	Bonds		Direct Borrowing
	Principal	Interest	Principal
2023	\$310,000	\$143,588	\$6,816
2024	320,000	134,288	489
2025	330,000	124,288	
2026	335,000	113,562	
2027	350,000	102,256	
2028 - 2032	1,945,000	314,412	
2033 - 2034	435,000	17,400	
Totals	4,025,000	\$949,794	7,305
Reconciliation of Long-term debt:			
Less: unamortized discount	(7,797)		
	<u>\$4,017,203</u>		<u>\$7,305</u>

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 7 – DEBT WITHOUT CITY COMMITMENT

A. *Special Assessment Debt Without City Commitment*

Special assessment districts have been established in various parts of the City to provide improvements to properties located in those districts. Properties in these districts are assessed for the cost of improvements; these assessments are payable solely by property owners over the term of the debt issued to finance these improvements. The City is not legally or morally obligated to pay these debts or be the purchaser of last resort of any foreclosed properties in these special assessment districts, nor is it obligated to advance City funds to repay these debts in the event of default by any of these districts. The City does act as an agent for the property owners and bondholders and at June 30, 2022, the balances of these Districts' outstanding debt were as follows:

	<u>Project Description</u>	<u>Original Amount</u>	<u>Outstanding June 30, 2022</u>
Pt. San Pedro Road Median Landscaping Assessment District Limited Obligation Bonds-2012	Pt. San Pedro Road Median Landscaping	<u>\$1,750,000</u>	<u>\$1,159,300</u>

B. *Conduit Debt*

The City has assisted private-sector entities by sponsoring their issuance of debt for purposes the City deems to be in the public interest. These debt issues are secured solely by the property financed by the debt. The City is not legally or morally obligated to pay these debts or be the purchaser of last resort of any foreclosed properties secured by these debts, nor is it obligated to advance City funds to repay these debts in the event of default by any of these issuers. At June 30, 2022, the balance of this issuers' outstanding debt was as follows:

	<u>Project Description</u>	<u>Original Amount</u>	<u>Outstanding June 30, 2022</u>
San Rafael Redevelopment Agency Multifamily Housing Revenue Bonds-2000A	162-175 Belvedere Apartments	\$3,590,529	\$846,020
California Statewide Communities Development Authority Revenue Bonds-2001	St. Marks School	5,605,000	2,335,000
San Rafael Redevelopment Agency Multifamily Housing Revenue Bonds-2002	San Rafael Commons Apartments	6,100,000	4,105,000
San Rafael Redevelopment Agency Multifamily Housing Revenue Bonds-2007 Series A	Martinelli House Project	6,000,000	1,676,396
Multifamily Housing Revenue Bonds-2007 Series B	Martinelli House	<u>1,000,000</u>	<u>122,650</u>
	Total	<u>\$22,295,529</u>	<u>\$9,085,066</u>

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 8 – NET POSITION AND FUND BALANCE

A. Net Position

Net Position is the excess of all the City's assets and deferred outflows of resources over all its liabilities and deferred inflows of resources, regardless of fund. Net Position is divided into three captions. These captions apply only to Net Position, which is determined only at the Government-wide level and business type activity and are described below:

Net Investment in Capital Assets describes the portion of Net Position which is represented by the current net book value of the City's capital assets, less the outstanding balance of any debt issued to finance these assets.

Restricted describes the portion of Net Position which is restricted to use by the terms and conditions of agreements with outside parties, governmental regulations, laws, or other restrictions which the City cannot unilaterally alter.

Unrestricted describes the portion of Net Position which is not restricted to use.

B. Fund Balance

In the fund financial statements, fund balances represent the net current assets of each fund. Net current assets generally represent a fund's cash and receivables, less its liabilities. The City's fund balances are classified in accordance with generally accepted accounting principles, which require the City to classify its fund balances based on spending constraints imposed on the use of resources. For programs with multiple funding sources, the City prioritizes and expends funds in the following order: Restricted, Committed, Assigned, and Unassigned. Each category in the following hierarchy is ranked according to the degree of spending constraint:

Nonspendable represents balances set aside that do not represent available, spendable resources even though they are a component of assets. Fund balances required to be maintained intact, such as Permanent Funds, and assets not expected to be converted to cash, such as prepaids, loans receivable, and land held for redevelopment are included. However, if proceeds realized from the sale or collection of nonspendable assets are restricted, committed or assigned, then Nonspendable amounts are required to be presented as a component of the applicable category.

Restricted fund balances have external restrictions imposed by creditors, grantors, contributors, laws, regulations, or enabling legislation which requires the resources to be used only for a specific purpose. Nonspendable amounts subject to restrictions are included along with spendable resources.

Committed fund balances have constraints imposed by resolution of the City Council which may be altered only by resolution of the City Council. Nonspendable amounts subject to Council commitments are included along with spendable resources.

Assigned fund balances are amounts constrained by the City's intent that they be used for a specific purpose, but are neither restricted nor committed. Intent is expressed by the City Manager, as designated by the City Council, and may be changed at the discretion of the City Council or City Manager. This authorization is given through Resolution No. 13173 which adopted the City's Fund Balance Policy.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 8 – NET POSITION AND FUND BALANCE (Continued)

This category includes nonspendables, when it is the City's intent to use proceeds or collections for a specific purpose; and residual fund balances, if any, of Special Revenue, Capital Projects and Debt Service Funds which have not been restricted or committed.

Unassigned fund balance represents residual amounts that have not been restricted, committed, or assigned. This includes the residual General Fund balance and residual fund deficits, if any, of other governmental funds.

Detailed classifications of the City's fund balances, as of June 30, 2022, are below:

	General Fund	Special Revenue Funds		Capital Project Funds	Other Governmental Funds	Total
		Traffic and Housing Mitigation	Gas Tax	Essential Facilities Capital Projects Fund		
Fund balances:						
Nonspendable:						
Prepays	\$95,279				\$89,761	\$185,040
Total Nonspendable	95,279				89,761	185,040
Restricted for:						
Assessment District capital projects					305,142	305,142
Baypoint Lagoons Assessment District					204,245	204,245
Bedroom tax capital projects					130,150	130,150
Childcare					344,552	344,552
Development services					349,645	349,645
Emergency medical services					742,839	742,839
Street improvements and Maintenance (Gas Tax)			\$6,918,267			6,918,267
Grant funded programs					396,202	396,202
Household hazmat facility					511,631	511,631
Library					3,087,520	3,087,520
Library assessment					959,651	959,651
Loch Lomond Assessment District					771,508	771,508
Loch Lomond Assessment District #2					736,909	736,909
Low and Moderate Income Housing					1,872,570	1,872,570
Measure A - Open space					780,956	780,956
Measure C - Wildlife Prevention					803,182	803,182
Measure E - Public Safety Facility				\$9,317,312		9,317,312
Measure G - Cannabis					968,251	968,251
Parkland dedication					343,740	343,740
Public safety					133,083	133,083
Pt. San Pedro- Maintenance Portion					140,036	140,036
Recreation revolving					484,552	484,552
Stormwater					1,269,705	1,269,705
Traffic and housing mitigation		\$4,871,871				4,871,871
Total Restricted		4,871,871	6,918,267	9,317,312	15,336,069	36,443,519
Committed to:						
Capital improvement capital projects					1,496,419	1,496,419
Emergency and cash flow	9,415,000					9,415,000
Park capital projects					17,936	17,936
Total Committed	9,415,000				1,514,355	10,929,355
Assigned to:						
Contractual commitments	4,027,421					4,027,421
One-time funds allocated to capital projects	14,971,510					14,971,510
Capital Project grant matching	3,449,733					3,449,733
Infrastructure Reserve	600,000					600,000
General plan / long range planning	1,222,176					1,222,176
Open space capital projects					117,755	117,755
Total Assigned	24,270,840				117,755	24,388,595
Total Fund Balances	\$33,781,119	\$4,871,871	\$6,918,267	\$9,317,312	\$17,057,940	\$71,946,509

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 8 – NET POSITION AND FUND BALANCE (Continued)

C. *Minimum Fund Balance Policy*

The City Council adopted a General Fund Reserve Policy in November 2014 to establish target reserve levels and the methodology for calculating reserve levels. The Policy also establishes criteria for the use of reserves and a process to replenish reserves.

The Policy requires the City to strive to maintain the following fund balances:

1) Emergency and Cash Flow Reserve (10% minimum)

An emergency and cash flow reserve will be maintained for the purposes of (1) sustaining General Fund operations in the case of a public emergency, such as a natural disaster or other unforeseen catastrophic event; and (2) to cover sudden operating shortfalls caused by (a) a severe drop in revenues that cannot be sufficiently offset by a corresponding reduction in expenditures and/or other available resources, or (b) an unforeseen, unavoidable expenditure that must be paid from the General Fund.

This reserve level is measured as a percentage of annual operating expenditures. Budgeted operating expenditures are to be used for the purposes of budget allocations and projections, and actual operating expenditures are to be used for the purpose of measuring this reserve at fiscal year-end. This reserve may be expended only when the City Council determines by resolution that such action is consistent with the purpose and intent of this policy.

In the event the balance in the Emergency and Cashflow Reserve falls below the minimum level, the City Manager, shall recommend a plan to replenish the fund within a timeframe not to exceed three years. This recommendation shall be approved by the City Council no later than the time at which the next annual budget is adopted. Any variance from the stipulations established within this policy shall require approval by the City Council along with a statement of findings supporting the temporary or ongoing modification to this policy.

The required reserve was \$9,415,000 at June 30, 2022, and the balance of the reserve, included in the General Fund's committed fund balance was \$9,415,000 at that date.

2) Other Facilities and Infrastructure

The purpose of the assigned infrastructure reserve is to accumulate funds to be used for the purpose of non-public safety facility construction and major improvements (e.g., library, administrative and non-safety buildings, streets, and the stormwater system). This was \$600,000 at June 30, 2022.

The General Plan/Long Range Planning reserve included in the General Fund's assigned fund balance was \$1,222,176 at June 30, 2022, which is specifically assigned to the City's General Plan, a state required plan that must address eight topic areas – Neighborhoods, Community Design, Economic Vitality, Infrastructure, Governance, Culture and Arts, Parks and Recreation and Air and Water Quality.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 9 – PENSION PLAN

A. *Plan Description*

The City's defined benefit retirement plan is administered by the Marin County Employees' Retirement Association (MCERA), a retirement system established in July 1950 and governed by the California Constitution; the County Employees Retirement Law of 1937 (CERL or 1937 Act, California government Code Section 31450 et seq.); the Public Employees' Pension Reform Act of 2013 (PEPRA, Government Code Section 7522); the provisions of California Government Code Section 7500 et seq; and the bylaws, procedures, and policies adopted by MCERA's Board of Retirement. The Marin County Board of Supervisors may also adopt resolutions, as permitted by the CERL and PEPRA, which may affect the benefits of MCERA members.

MCERA operates as a cost-sharing multiple employer defined benefit plan for the City and eight other participating employers: County of Marin, Local Agency Formation Commission (LAFCO), Marin City Community Services District, Marin County Superior Court, Marin/Sonoma Mosquito and Vector Control District, Novato Fire Protection District, Southern Marin Fire Protection District and Tamalpais Community Services District. Separate actuarial valuations are performed for these other agencies and districts, and the responsibility for funding their plans rest with those entities. Post-retirement benefits are administered by MCERA to qualified retirees.

Copies of MCERA's annual financial reports, which include required supplementary information (RSI) for the plan may be obtained from their office at One McInnis Parkway, Suite 100, San Rafael, CA 94903 or online at www.mcera.org.

B. *Benefit Provisions*

Service Retirement: MCERA's service retirement benefits are based on the years of credited service, final average compensation, and age at retirement, according to the applicable statutory formula. Members who qualify for service retirement are entitled to receive monthly retirement benefits for life.

General members hired prior to January 1, 2013, are eligible to retire once they attain the age of 50 (except Misc. Tier 2, whereby the minimum age is 55) and have acquired 10 or more years of retirement service credit. A member with 30 years of service is eligible to retire regardless of age. A member who is age 70 or older is eligible to retire regardless of service credit. General members who are first hired on or after January 1, 2013, are eligible to retire once they have attained the age of 52, and have acquired 5 years of retirement service credit, or age 70, regardless of service.

Safety members hired prior to January 1, 2013, are eligible to retire once they attain the age of 50 and have acquired 10 or more years of retirement service credit. A member with 20 years of service is eligible to retire regardless of age. A member who is age 70 or older is eligible to retire regardless of service. Safety members who are first hired on or after January 1, 2013, are eligible to retire once they have attained the age of 50, and have acquired 5 years of retirement service credit, or age 70, regardless of service.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 9 – PENSION PLAN (Continued)

Disability Retirement: A member with five years of service, regardless of age, who becomes permanently incapacitated for the performance of duty is eligible to apply for a non-service connected disability retirement. Any member who becomes permanently incapacitated for the performance of duty as a result of injury or disease arising out of and in the course of employment is eligible to apply for a service-connected disability retirement, regardless of service length or age.

Death Benefits: MCERA provides specified death benefits to beneficiaries and members' survivors. The death benefits provided depend on whether the member is active or retired. The basic active member death benefit consists of a members' retirement contributions plus interest plus one month's pay for each full year of service (up to a maximum of six month's pay). Retiring members may choose from five retirement benefit payment options. Most retirees elect to receive the unmodified allowance which provides the maximum benefit to the retiree and continuance of 60% of the retiree's allowance to the surviving spouse or registered domestic partner after the retiree's death. Other death benefits may be available based on the years of service, marital status, and whether the member has minor children.

Cost of Living Adjustment: Retirement allowances are indexed for inflation. Most retirees receive automatic basic cost of living adjustments (COLA's) based upon the Urban Consumer Price Index (UCPI) for the San Francisco Bay Area. These adjustments go into effect on April 1 of each year. Annual COLA increases are statutorily capped at 2%, 3%, or 4% depending upon the member's retirement tier. When the UCPI exceeds the maximum statutory COLA for the member's tier, the difference is accumulated for use in future years when the UCPI is less than the maximum statutory COLA. The accumulated percentage carryover is known as the COLA Bank.

C. Funding Policy

The funding policy of MCERA provides for actuarially determined periodic contributions by the City at rates such that sufficient assets will be available to pay plan benefits when due. The employer rates for normal cost are determined using the Entry Age Normal Actuarial Cost Method, which takes into account those benefits that are expected to be earned in the future as well as those already accrued.

The City contribution rates for the year ended June 30, 2022 were as follows:

	Employer Contribution Rate	Employee Contribution Rate	Benefit	Basis
City of San Rafael Misc Tier 1	54.22%	0.00% - 16.13%	2.7% @ 55	Highest year
City of San Rafael Misc Tier 2	53.61%	7.34% - 11.76%	2.0% @ 55	Average three highest years
City of San Rafael Fire Tier 1	77.38%	13.21% - 19.59%	3.0% @ 55	Highest year
City of San Rafael Fire Tier 2	76.81%	11.40% - 17.36%	3.0% @ 55	Average three highest years
City of San Rafael Safety Police Tier 1	77.56%	13.21% - 19.59%	3.0% @ 55	Highest year
City of San Rafael Safety Police Tier 2	79.66%	11.40% - 17.36%	3.0% @ 55	Average three highest years
PEPRA Misc	47.73%	9.71%	2.0% @ 62	Average three highest years
PEPRA Safety	67.41%	14.99%	2.7% @ 57	Average three highest years

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 9 – PENSION PLAN (Continued)

These rates were determined by MCERA, based on the actuarial valuation dated June 30, 2020. The actual rate of return on investments during that year was 3.48% on a market value basis net of investment expenses, as compared to the prior year's 7% assumption.

The City uses the actuarially determined percentages of payroll to calculate and pay contributions to MCERA. Contributions to the plan from the City were \$21,859,307 for the year ended June 30, 2022, based on a total payroll of \$47,190,217, of which \$34,418,052 represented the basis for the plan contributions. Of the total payroll subject to plan contributions, \$1,402,799 is attributable to the San Rafael Sanitation District (SRSD), a component unit of the City.

Effective with the June 30, 2013, valuation, the Unfunded Actuarial Liability (UAL) as of June 30, 2013, is being amortized over a closed 17-year period (10 years remaining as of June 30, 2020), except for the additional UAL attributable to the outstanding unfunded actuarial loss from 2009, which is being amortized over a separate closed period (currently 18 years).

Effective with the June 30, 2014 valuation, any new sources of UAL due to actuarial gains and losses or method changes are amortized over a closed 24-year period, with a 5-year ramp up period at the beginning of the period, a 4-year ramp down at the end of the period, and 15 years of level payments as a percentage of payroll between the ramping periods. This amortization method for gains and losses is similar to a 20-year amortization period with level payments as a percentage of payroll, in conjunction with a traditional 5-year asset smoothing.

Assumption changes are amortized over a closed 22-year period, with a 3-year ramp up period, 2-year ramp down period, and 17 years of level payments as a percentage of payroll.

D. *Net Pension Asset and Pension Expense*

The City's net pension asset (NPA) has been determined for the financial reporting period ended June 30, 2022, based on the following methodology: The City's NPA as of June 30, 2020, was updated to the measurement date of June 30, 2021 using the actual City's plan assets as of June 30, 2021, and estimating the change in the City's liabilities between July 1, 2020 and June 30, 2021. This estimate is based on a projection of the City's long-term contributions to the pension plan relative to the projected contributions of all participating employers.

The resulting NPA for the City under this calculation is \$48,176,309 or 29.665% of the total MCERA NPA of \$162,401,177 (reference MCERA's GASB 67/68 report as of June 30, 2021). This compares to the previous year's net pension liability of \$157,279,576 or 34.3574% of the total MCERA net pension liability of \$457,774,963 (reference MCERA's GASB 67/68 report as of June 30, 2020).

In addition to the reporting of the NPA as of June 30, 2022, the City reported deferred inflows of \$164,252,572 and deferred outflows of \$15,753,361 as of the measurement date June 30, 2021. The City reported post-measurement date outflows of \$21,859,307 from actual fiscal year 2021-2022 pension contributions. Deferred outflows include deferred investment gains and adjustments to assumptions based on actual positive results. Deferred outflows have a positive impact on net assets (offsetting the net pension liability) and will be recognized in future reporting periods. Deferred inflows include deferred investment losses, adjustments to assumptions based on actual negative results, and contributions made after the measurement date.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 9 – PENSION PLAN (Continued)

Deferred inflows have a negative impact on net assets (similar to the net pension liability) and will be recognized in future reporting periods. The net impact of these net pension asset related entries on the City's Statement of Net Position before allocations to the San Rafael Sanitation District was \$78,463,595. After allocations to the San Rafael Sanitation District, the net impact on the City's Statement of Net Position was \$75,804,634.

Under generally accepted accounting principles, the City's pension expense is based on the Plan's pension expense, adjusted for the City's actual contributions and net pension liability (asset).

Three components are used to calculate pension expense: (1) changes in the net pension liability; (2) changes in benefit terms (if any); and (3) changes in actuarial assumptions and experience. Pension expense is calculated using a different methodology than that used to derive the actuarially determined annual contribution to the Plan. Actual pension contributions during the reporting year were \$21,859,307. Because pension expense is affected by annual changes in the net pension liability, volatility is to be expected. For the current measurement period, investment returns above the assumed rate were responsible for the decrease in net pension liability to a net pension asset and had a corresponding impact on pension expense.

The table below provides a summary of the key results during the reporting period:

Summary of Results		
Description	Measurement Date 6/30/2021	Measurement Date 6/30/2020
Net Pension (Asset) Liability	(\$48,176,309)	\$157,279,576
Deferred Inflows	164,252,572	17,358,743
Deferred Outflows	(15,753,361)	(34,080,980)
Impact on Net Position before Deferred Outflows from Contributions	100,322,902	140,557,339
Additional Deferred Outflows - Contributions Subsequent to Measurement Date	(21,859,307)	(20,106,821)
Impact on Statement of Net Position before Allocations	78,463,595	120,450,518
Allocation of Net Pension (Asset) Liability to SRSD	(1,635,722)	5,026,185
Allocation of Deferred Inflows (measurement date) to SRSD	5,576,838	554,734
Allocation of Deferred Outflows (measurement date) to SRSD	(534,871)	(1,089,126)
Impact on Net Position before Allocation of Deferred Outflows from Contributions to SRSD	3,406,245	4,491,793
Allocation of Additional Deferred Outflows (Contributions) to SRSD	(747,284)	(713,745)
Long-Term Receivable from SRSD, due to pension obligations (see Note 4F)	2,658,961	3,778,048
Impact on Statement of Net Position, net of receivable from SRSD	\$75,804,634	\$116,672,470
Pension (Revenue) Expense	(\$20,127,615)	\$25,009,310

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 9 – PENSION PLAN (Continued)

Projection of Total Pension Liability and Net Pension Liability

Total Pension Liability (TPL) is the actuarial present value of projected benefit payments attributed to past periods of employee service. MCERA and the City have adopted a measurement date of June 30, 2021. The beginning of year measurement of TPL is based on the actuarial valuation as of June 30, 2020. The TPL at the end of the measurement year, June 30, 2021, is also measured as of the valuation date of June 30, 2020 and projected to June 30, 2021.

The Plan Fiduciary Net Position (FNP) is the fair or market value of assets. The FNP at the beginning of the year is based on the actuarial valuation as of June 30, 2020. The FNP at the end of the measurement year, June 30, 2021, is also measured as of the valuation date of June 30, 2020, and projected to June 30, 2021.

The Net Pension Liability (Asset) (NPL/NPA) is the City's liability (asset) for benefits provided through its defined benefit plan administered by MCERA. It is calculated by reducing the TPL by the FNP. The long-term portion of the governmental activities' NPL is liquidated primarily by the General Fund.

Actuarial assumptions:

The total pension liability as of June 30, 2021 (measurement date) was determined by an actuarial valuation as of June 30, 2020, using the following actuarial assumptions applied to all prior periods included in the measurement.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 9 – PENSION PLAN (Continued)

The key assumptions in the valuation were as follows:

Expected Return on Assets	6.75% per year, net of investment expenses
Discount Rate	6.75% per year
Price Inflation	2.50% per year
Salary Increases	3.00% per year plus merit component based on employee classification and years of service.
Administrative Expenses	Administrative expenses in the actuarial valuation are assumed to be \$5 million for FY 2020-21, to be split between employees and employers based on their share of the overall contributions. Administrative expenses shown in this report are based on the actual FY 2019-20 amounts.
Post-Retirement COLA	Post-retirement COLAs are assumed at a rate of 2.5% for members with a 4% COLA cap, 2.4% for members with a 3% COLA cap, and 1.9% for members with a 2% COLA cap.
Mortality Rates for Healthy Members and Inactives	Mortality rates for Miscellaneous active members are based on the sex distinct Public General 2010 Employee Mortality Table, with generational mortality improvements projected from 2010 using Projection Scale MP-2020, with no adjustments. Mortality rates for Safety active members are based on the sex distinct Public Safety 2010 Above-Median Income Employee Mortality Table, with generational mortality improvements projected from 2010 using Projection Scale MP-2020, with no adjustments. 10% of Safety member active deaths are assumed to occur in the line of duty.
Mortality Rates for Retired Disabled Members	Rates of mortality for Miscellaneous disabled members are based on the sex distinct Public General 2010 Disabled Retiree Mortality Table, with generational mortality improvements projected from 2010 using Projection Scale MP-2020, with no adjustments. Rates of mortality for Safety disabled members are based on the sex distinct Public Safety 2010 Disabled Retiree Mortality Table, with generational mortality improvements projected from 2010 using Projection Scale MP-2020, adjusted by 95% for males with no adjustment for females.

Changes of Assumptions

The discount rate decreased from 7.0% to 6.75% and price inflation decreased from 2.75% to 2.50%. Other changes included changes to the mortality, service retirement, disability and termination rates.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 9 – PENSION PLAN (Continued)

Asset Allocation Policy and Expected Long-Term Rate of Return by Asset Class

The Board of Retirement has adopted an Investment Policy Statement (IPS), which provides the framework for the management of MCERA's investments. The IPS establishes MCERA's investment objectives and defines the principal duties of the Retirement Board, the custodian bank, and the investment managers. The asset allocation plan is an integral part of the IPS and is designed to provide an optimum and diversified mix of asset classes with return expectations to satisfy expected liabilities while minimizing risk exposure. MCERA currently employs external investment managers to manage its assets subject to the provisions of the policy. Plan assets are managed on a total return basis with a long term objective of achieving and maintaining a fully funded status for the benefits provided through the Plan.

The following was the Retirement Board's adopted asset allocation policy as of June 30, 2021:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return	Long-Term Expected Rate of Return (with the effect of inflation)
Domestic Equity	32%	4.60%	7.10%
International Equity	22%	4.80%	7.30%
Fixed Income	23%	-0.25%	2.25%
Public Real Assets	7%	2.90%	5.40%
Real Estate	8%	3.75%	6.25%
Private Equity	8%	6.00%	8.50%
Cash and Short-Term Investments	0%	-1.00%	1.50%
Total	100%		

The Long-Term returns are calculated using a 10-year geometric return derived from arithmetic returns and the associated risk (standard deviation).

Determination of Discount Rate

The discount rate used to measure the Total Pension Liability was 6.75%. Related to the discount rate is the funding assumption that employees will continue to contribute to the plan at the required rates and employers will continue the historical and legally required practice of contributing to the plan based on an actuarially determined contribution, reflecting a payment equal to annual normal cost, a portion of the expected administrative expenses, an amortization payment for the extraordinary losses from 2009 amortized over a closed period (18 years remaining as of the June 30, 2020 actuarial valuation), and an amount necessary to amortize the remaining Unfunded Actuarial Liability as a level percentage of payroll over a closed period (10 years remaining as of the June 30, 2020 actuarial valuation).

A change in the discount rate would affect the measurement of the TPL. A lower discount rate results in a higher TPL and higher discount rates results in a lower TPL. Because the discount rate does not affect the measurement of assets, the percentage change in the NPL can be significant for a relatively small change in the discount rate. A one percent decrease in the discount rate increases the TPL by approximately 13% and increase the NPL by approximately 259%. A one percent increase in the discount rate decreases the TPL by approximately 11% and decreases the NPL by approximately 213%.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 9 – PENSION PLAN (Continued)

The table below shows the sensitivity of the Net Pension Liability (Asset) to a one percent decrease and a one percent increase in the discount rate:

Description	1% Decrease 5.75%	Discount Rate 6.75%	1% Increase 7.75%
Total Pension Liability	\$1,083,821,676	\$959,104,784	\$856,399,657
Fiduciary Net Position	1,007,281,093	1,007,281,093	1,007,281,093
Net Pension Liability (Asset)	<u>\$76,540,583</u>	<u>(\$48,176,309)</u>	<u>(\$150,881,436)</u>
Fiduciary Net Position as a Percentage of the Total Pension Liability	92.9%	105.0%	117.6%

Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Pension Resources

The impact of experience gains or losses and assumption changes on the Total Pension Liability (TPL) are recognized in the proportionate share of the pension expense over the average expected remaining service life of all active and inactive members of the plan. As of the measurement date, this recognition period was 4 years.

The following tables show the current balance and sources of deferred outflows and inflows related to the City's defined benefit retirement plan, and the scheduled recognition of these deferred amounts:

Description	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$5,463,897	
Changes in assumptions	7,492,156	
Change in proportion	2,797,308	\$17,336,022
Difference between City contributions and proportionate share of contributions		8,395,761
Actual FY 21-22 contributions (post measurement date)	21,859,307	
Net difference between projected and actual earnings on pension plan investments		<u>138,520,789</u>
Deferred Inflows and Outflows Before Allocations	<u>\$37,612,668</u>	<u>\$164,252,572</u>
Allocation of Deferred Inflows and Outflows to SRSD		
As of measurement date	\$534,871	\$5,576,838
Post-measurement date	<u>747,284</u>	
Net Deferred Inflows and Outflows	<u>\$36,330,513</u>	<u>\$158,675,734</u>

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 9 – PENSION PLAN (Continued)

The \$21,859,307 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year ended June 30	Amortization Amount
2023	(\$37,818,939)
2024	(36,121,281)
2025	(35,717,833)
2026	(38,841,158)
Total	(\$148,499,211)

**NOTE 10 – PUBLIC AGENCY RETIREMENT SYSTEM (DEFINED CONTRIBUTION
RETIREMENT PLAN)**

The City contributes to the Public Agency Retirement System (PARS), which administers a defined contribution retirement plan. A defined contribution retirement plan provides retirement benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the individual's accounts are determined instead of specifying the amount of benefits the individual is to receive. The benefits a participant will receive depend on the amount contributed to the participant's account, and the returns earned on investments on those contributions. The Plan's trust administrator is Phase II, P.O. Box 12919, Newport Beach, California 92658.

As established by the plan, all eligible part-time and temporary employees of the City become participants in the plan from the date that they are hired. An eligible employee is any employee who, at any time during which the employer maintains this plan, is not accruing a benefit under the Marin County Employees' Retirement Fund.

As determined by the plan, each employee must contribute 3.75% of gross earnings to the plan. The City contributes an additional 3.75% of the employee's gross earnings. Contributions made by an employee and the employer vest immediately.

During the year, the City and employees each contributed \$133,398. The total covered payroll of employees participating in the plan for the year ended June 30, 2022, was \$3,557,279.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 11 – POST-EMPLOYMENT HEALTH CARE BENEFITS

Plan Description

The City provides certain health care benefits for retired employees and their spouses under an Agent Multiple-Employer Defined Benefit Plan. The benefit provisions were established under the authority of the 1937 Act, Section 31450, et. seq. of the Government Code. Employees who meet the vesting criteria become eligible for these benefits if they receive a retirement benefit from the Marin County Employees' Retirement Association within 120 days of retirement from City employment.

The provisions and benefits of the City's Other Post Employment Benefit Plan, in effect at June 30, 2022, are summarized as follows:

	Elected Officials, Mid-Management, & Unrepresented Management	All other Bargaining Units
Eligibility	Retire directly from the City: - Age 50 (age 55 if hired > 7/1/11) with 10 years services (Including reciprocity) OR - 30 years service (Miscellaneous), 20 years service (Safety) OR - Age 70 - Disability Retirement	
Benefit	Hired < 1/1/09 Full premium/cap Hired ≥ 1/1/09 PEMHCA Min	Hired < 1/1/10 Up to cap Hired ≥ 1/1/10 PEMHCA Min
Surviving Spouse Benefit	Continuation to surviving spouse	
Medicare Part B	Hired < 4/1/07 Full reimbursement Hired ≥ 4/1/07 None	None
Other	No Dental, Vision, or Life Benefits	

Membership in the plan consisted of the following at June 30, 2021, the measurement date:

Active plan members	347
Inactive employees or beneficiaries currently receiving benefit payments	371
Inactive employees entitled to but not yet receiving benefit payments	80
Total	798

Funding Policy and Actuarial Assumptions

The City's net OPEB liability was measured using a Total OPEB Liability and Fiduciary Net Position measured as of June 30, 2021, using an actuarial valuation as of June 30, 2021. The following actuarial assumptions were used in the valuation: (a) 6.25% investment rate of return and (b) 2.50% of general inflation increase, and (c) a healthcare trend of declining annual increases ranging from 6.50% in 2023 to 3.75% for the years starting 2076. In addition, the fixed dollar benefit amounts are assumed to be held flat in the future and the premium related benefits are assumed to increase with the healthcare trend rate.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 11 – POST-EMPLOYMENT HEALTH CARE BENEFITS (Continued)

The actuarial assumptions used in the June 30, 2021 valuation were based on the results of an actuarial experience study for the period July 1, 2020 through June 30, 2021.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return	Long-Term Expected Rate of Return (with the effect of inflation)
Global Equity	59%	4.56%	7.06%
Fixed Income	25%	0.78%	3.28%
TIPS	5%	-0.08%	2.42%
Commodities	3%	1.22%	3.72%
REITs	8%	4.06%	6.56%
Total	<u>100%</u>		
Assumed Long-Term Rate of Inflation		2.50%	
Assumed Long-Term Investment Expenses		n/a	
Expected Long-Term Net Rate of Return		6.25%	
Discount Rate		6.25%	

The Expected Long-Term Rate of Return is provided by CalPERS' Strategic Asset Allocation Overview in October 2018 – Strategy 1.

Changes of Assumptions

The discount rate decreased from 6.75% to 6.25% and general inflation decreased from 2.75% to 2.50%. Other assumption changes included a decreased medical trend rate for Kaiser Senior Advantage, the Medicare Advantage implied subsidy was removed, and mortality and demographic assumptions were updated.

Discount Rate

The discount rate used to measure the total OPEB liability was 6.25%. The projection of cash flows used to determine the discount rate assumed that City contributions will be made at rates equal to the actuarially determined contribution rates. Based on these assumptions, the OPEB plan's fiduciary net position was projected to be sufficient to make projected benefit payments and the plan assets are expected to be invested using the strategy to achieve the expected return.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 11 – POST-EMPLOYMENT HEALTH CARE BENEFITS (Continued)

Change in Net OPEB Liability

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability/(Asset)
	(a)	(b)	(c) = (a) - (b)
Balance at June 30, 2021 (6/30/20 measurement date)	\$48,941,000	\$22,986,000	\$25,955,000
Changes Recognized for the Measurement Period:			
Service Cost	679,000		679,000
Interest on the total OPEB liability	3,238,000		3,238,000
Difference between expected and actual experience	(4,063,000)		(4,063,000)
Changes of assumptions	2,748,000		2,748,000
Contributions from the employer		3,323,000	(3,323,000)
Net investment income		6,319,000	(6,319,000)
Administrative expenses		(17,000)	17,000
Benefit payments and refunds	(3,315,000)	(3,315,000)	
Net Changes during July 1, 2021 to June 30, 2022	(713,000)	6,310,000	(7,023,000)
Balance at June 30, 2022 (6/30/21 measurement date)	\$48,228,000	\$29,296,000	\$18,932,000

The benefit payments and refunds include implied subsidy benefit payments in the amount of \$757,000.

Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.25 percent) or 1-percentage-point higher (7.25 percent) than the current discount rate:

Plan's Net OPEB Liability/(Asset)		
Discount Rate -1% (5.25%)	Current Discount Rate (6.25%)	Discount Rate +1% (7.25%)
\$24,257,000	\$18,932,000	\$14,435,000

Sensitivity of the Net OPEB Liability to Changes in the Health Care Cost Trend Rates

The following presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using healthcare trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current rates.

Plan's Net OPEB Liability/(Asset)		
Trend Rate -1%	Healthcare Cost Trend Rates	Trend Rate +1%
\$15,808,000	\$18,932,000	\$22,629,000

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 11 – POST-EMPLOYMENT HEALTH CARE BENEFITS (Continued)

Detailed information about the OPEB plan's fiduciary net position is available in the separately issued plan financial report. That report may be obtained from the California Public Employees' Retirement System, CERBT, P.O. Box 942703, Sacramento, CA, 94229.

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources related to OPEB

Components of OPEB Expense for fiscal year 2021-2022 were as follows:

Service Cost	\$679,000
Interest on Total OPEB Liability	3,238,000
Projected earning on investments	(1,552,000)
Administrative expense	17,000
Recognition of deferred outflows/inflows:	
Experience	(1,933,000)
Assumptions	835,000
Asset Returns	(939,000)
OPEB Expense	<u><u>\$345,000</u></u>

Components of deferred outflows of resources and deferred inflows of resources related to OPEB at June 30, 2022 were as follows:

	<u>Governmental</u> <u>Activities</u>	<u>Business-Type</u> <u>Activities</u>	<u>Total</u>
Deferred outflows of resources:			
Changes of assumptions	\$2,895,921	\$44,079	\$2,940,000
Employer contributions made subsequent to the measurement date	3,244,613	49,387	3,294,000
Total deferred outflows of resources	<u><u>\$6,140,534</u></u>	<u><u>\$93,466</u></u>	<u><u>\$6,234,000</u></u>
Deferred inflows of resources:			
Differences between expected and actual experience	\$5,316,083	\$80,917	\$5,397,000
Net difference between projected and actual earnings on plan investments	3,346,069	50,931	3,397,000
Changes of assumptions	1,299,224	19,776	1,319,000
Total deferred inflows of resources	<u><u>\$9,961,376</u></u>	<u><u>\$151,624</u></u>	<u><u>\$10,113,000</u></u>

The difference between projected OPEB plan investment earnings and actual earnings is amortized over a five-year period. The remaining gains and losses are amortized over the expected average remaining service life.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 11 – POST-EMPLOYMENT HEALTH CARE BENEFITS (Continued)

\$3,294,000 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability in the year ended June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as future OPEB expense as follows:

Measurement Period Ended June 30	Amortized Amount
2023	(\$1,958,000)
2024	(2,015,000)
2025	(1,838,000)
2026	(1,182,000)
2027	(180,000)
	(\$7,173,000)

The table below provides a summary of the key results during this reporting period.

Summary of Results		
Description	Measurement Date June 30, 2021	Measurement Date June 30, 2020
Net OPEB Liability	\$18,932,000	\$25,955,000
Deferred Inflows	10,113,000	5,058,000
Deferred Outflows	(2,940,000)	(1,930,417)
Impact on Net Position before deferred contributions	26,105,000	29,082,583
Additional Deferred Outflows - Contributions subsequent to measurement date	(3,294,000)	(3,322,583)
Impact on Statement of Net Position before Allocations	22,811,000	25,760,000
Allocation of NOL to SRSD	552,000	1,155,000
Allocation of Deferred Inflows (measurement date) to SRSD	294,865	225,081
Allocation of Deferred Outflows (measurement date) to SRSD	(85,722)	(85,885)
Impact on Net Position before deferred contributions to SRSD	761,143	1,294,196
Allocation of Additional Deferred Outflows (contributions) to SRSD	(96,043)	(147,874)
Long-Term Receivable from SRSD, due to OPEB obligations (see Note 4F)	665,100	1,146,322
Impact on Statement of Net Positions, net of receivable from SRSD	\$22,145,900	\$24,613,678
OPEB Expense	\$345,000	\$1,778,000
Covered Employee Payroll	\$39,310,000	\$39,920,000

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 12 – JOINTLY GOVERNED ORGANIZATIONS

The City participates in the jointly governed organizations discussed below through formally organized and separate entities established under the Joint Exercise of Powers Act of the State of California. As separate legal entities, these entities exercise full powers and authorities within the scope of the related Joint Powers Agreements including the preparation of annual budgets, accountability for all funds, the power to make and execute contracts and the right to sue and be sued. Each joint organization is governed by a board consisting of representatives from member municipalities. Each board controls the operations of the respective joint organization, including selection of management and approval of operating budgets, independent of any influence by member municipalities beyond their representation on that board. Obligations and liabilities of this joint organization are not the City's responsibility and the City does not have an equity interest in the assets of each joint organization except upon dissolution of the joint organization.

A. *The Marin County Integrated On-Line Library System (System)*

The MARINet Library Consortium was formed to provide for the procurement, ownership, operation, maintenance, and governance of shared library services among the libraries, public and academic, in Marin County. Current services shared and paid for through annual membership dues include an integrated library system including patron database, cataloging system, and online catalog of materials; delivery of items between libraries in Marin, a statewide library delivery service called Link+, numerous online resources, and more. The Governing Board of the System consists of the library director or designated alternate of each participant in the System. In accordance with the cost sharing formula developed by the library directors of the participants, the City's share of annual operating costs was \$289,297 for the year ended June 30, 2022. Financial statements of the System can be obtained from the County Librarian, Marin County Free Library at 1401 Los Gamos Drive, Suite 200, San Rafael, California 94903.

B. *The Marin General Services Authority (MGSA)*

The MGSA was formed by the County of Marin and twelve local agencies to acquire street light facilities, operate the facilities during an eminent domain action against PG&E, and coordinate the subsequent transfer of the facilities to the individual local agencies. Each of the local agency's share of contributions was based on the number of street lights to be acquired in the local agency's individual jurisdiction in relation to the total number of street lights to be acquired by the Marin Streetlight Acquisition Joint Powers Authority. MGSA services now include street light maintenance, abandoned vehicle abatement, taxicab regulation, administrative responsibility for MarinMap and the CATV program formerly administered by the Marin Telecommunications Authority established to regulate the rates for cable television service and equipment. The City's contribution to MGSA was \$803,119 for the year ended June 30, 2022. Financial statements of the MGSA can be obtained at 900 Fifth Avenue, Suite 100, San Rafael, California 94901.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 12 – JOINTLY GOVERNED ORGANIZATIONS (Continued)

C. *The Marin Emergency Radio Authority (MERA)*

MERA was formed on February 28, 1998, by the County of Marin and 25 local agencies within the County to plan, finance, implement, manage, own, and operate a County-wide public safety and emergency radio system. The Governing Board consists of one representative from each member. On February 1, 2007, MERA borrowed \$2,250,000 from Citizens Business Bank. The note is being amortized over 14 ½ years at an annual interest rate of 4.43%. Loan Payments are funded by member operating payments. The costs of maintenance, operation, and debt service are divided on a pro rata share based on an agreed-upon formula established by a majority of the Governing Board. The members entered into a Project Operating Agreement on February 1, 1999.

Under the Operating Agreement, members are obligated to contribute service payments to cover the Authority's operations and debt service. The City's portion of the obligation is 16.913%. The City contributed \$388,993 of the Authority's operations and debt service for the fiscal year ended June 30, 2022. The City has established a reserve in its internal service funds to pay future service payments. Financial statements of the MERA can be obtained at 95 Rowland Way, Novato, California 94945.

D. *The Marin County Hazardous and Solid Waste Joint Powers Authority*

The Authority was established by the County, local cities, and waste franchising districts to finance, prepare and implement source reduction and recycling elements on a county-wide integrated waste management plan as required by State Assembly Bill 939. The City's contribution to the Authority was \$17,850 for the year ended June 30, 2022. Financial statements of the Authority can be obtained at 3501 Civic Center Drive, San Rafael, California 94903.

E. *Central Marin Sanitation Agency (CMSA)*

In October 1979, the District entered into a joint powers agreement with three neighboring sanitation agencies in central Marin County forming the Central Marin Sanitation Agency (CMSA). CMSA serves as a regional wastewater treatment plant for its four member agencies and San Quentin Prison (SQ) and is governed by a five-member Board of Commissioners, two appointed by the Board of Directors of the District, two appointed by the governing board of the Ross Valley Sanitary District, and one appointed by the governing board of Sanitary District No. 2 (SD 2).

Total project costs for the joint venture were funded from federal (75%) and state (12.5%) clean water grants and from local shares (12.5% total) allocated among the member agencies and SQ based upon the weighted average of the strength and volume of sewage flows per member at inception of the project. CMSA derives its annual funding for its operations and capital programs almost exclusively from service charges to member agencies. The joint powers agreement does not provide an explicit measurable right as required to establish an equity interest for any of the joint venture participants, and in addition to, stipulates that all excess capital funds, if any, and all excess administration, operations, and maintenance funds from whatever source, if any, are the property of CMSA.

The financial statements of the CMSA are available at the CMSA office at 1301 Anderson Drive, San Rafael, California 94901 and online at www.cmsa.us.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 13 – RISK MANAGEMENT

A. City

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City established the Risk Management Internal Service Fund to account for and finance its uninsured risks of loss. The City manages risk by participating in a public entity risk pool (described below), purchasing insurance and by retaining certain risks.

Risk Coverage

Liability Coverage

The City is a member of the California Joint Powers Risk Management Authority (CJPRMA) which covers general liability claims up to \$40,000,000. The purpose of CJPRMA is to spread the adverse effects of general liability losses among the member agencies. The City also purchases commercial insurance for property damage claims with an insured amount of \$175,250,878. The City is self-insured up to \$750,000 for each general liability claim and \$25,000 for each property damage claim. Once the self-insured retention is met, CJPRMA becomes responsible for payment of all liability claims up to the limit. The City contributed a total of \$942,552 in liability coverage premiums during the fiscal year ended June 30, 2022. Five years after settlement of all general liability claims for a program year, CJPRMA will retroactively adjust premium deposits for any excess or deficiency in deposits related to paid claims and reserves. Financial statements for the risk pool may be obtained from CJPRMA at 3201 Doolan Road, Suite 285, Livermore, California 94551.

Workers' Compensation Coverage

The City purchases insurance for workers' compensation through Safety National Casualty Corporation Excess Workers' Compensation and Employers Liability Insurance with coverage up to statutory limits. The City is self-insured up to \$1,000,000 for each worker's compensation claim.

Insurance Internal Service Funds and Financial Reporting

The City records estimated liabilities for claims filed up to the amounts for which it retains risk in the General Liability and Workers Compensation Internal Service Funds. Charges to the General Fund and other funds are based on relative general liability and workers compensation risk associated with the activities of each fund. Charges are recorded in the funds as expenditures or expenses and as revenues in the respective internal service funds.

Generally accepted accounting principles require municipalities to record the liability for uninsured claims and to reflect the current portion of this liability as an expenditure in the financial statements. As discussed above, the City has coverage for such claims, but it has retained the risk for the deductible or uninsured portion of these claims.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 13 – RISK MANAGEMENT (Continued)

The City's liability for uninsured general liability claims and workers' compensation claims, including claims incurred but not reported, are reported in the Statements of Net Position. The City's present value liability for uninsured claims below include a provision for claims incurred but not reported using a discount rate of 2%.

	General Liability *	Workers' Compensation *	Totals, as of June 30	
			2022	2021
Balance, beginning of year	\$4,041,207	\$8,227,696	\$12,268,903	\$12,420,277
Current year claims and changes in estimates	1,490,936	3,730,334	5,221,270	1,751,191
Claims paid	(835,639)	(1,052,812)	(1,888,451)	(1,902,565)
Balance, end of year	<u>\$4,696,504</u>	<u>\$10,905,218</u>	<u>\$15,601,722</u>	<u>\$12,268,903</u>
Due in one year	\$1,057,147	\$1,744,875	\$2,802,022	\$2,944,075
Due in more than one year	3,639,357	9,160,343	12,799,700	9,324,828
Total claim liabilities	<u>\$4,696,504</u>	<u>\$10,905,218</u>	<u>\$15,601,722</u>	<u>\$12,268,903</u>

* Liability based on an actuarial valuation as of December 31, 2021, extrapolated to June 30, 2022.

The claims settlements have not exceeded insurance coverage for the past three years.

B. District

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees and natural disaster. The District participates in a joint powers agreement with other entities forming the California Sanitation Risk Management Authority (CSRMA), a public entity risk pool operating as a common risk management and insurance program for 60 member entities. CSRMA is governed by a Board of Directors composed of one representative from each member agency and meets three times per year in conjunction with conferences of the California Association of Sanitation Agencies. The Board controls the Note 1 operations of CSRMA, including selection of management and approval of operating budgets, independent of any influence by member entities.

The District pays annual premiums to CSRMA for its primary insurance and property insurance programs. Primary and property insurance programs are fully insured wherein CSRMA purchases insurance as a group thereby reducing its costs. CSRMA provides both fully insured and pooled insurance programs for its participating member entities. Because all employees of the District are contracted employees from the City of San Rafael, workers' compensation insurance is not carried by the District but is provided through the City.

CSRMA's primary and property insurance programs transfer risk to commercial insurance policies for claims above deductibles, while the District retains risk for claims to the extent of deductibles. Settled claims for the District have not exceeded coverage provided by CSRMA in any of the past three fiscal years.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 13 – RISK MANAGEMENT (Continued)

The following summarizes active insurance policies as of June 30, 2022 together with coverage limits for each insured event:

Insurance Program	Limits	Coverage Description
CSRMA - Allied World Assur.	\$3,000,000	Gen/Mgt liability - aggregate
CSRMA - Allied World Assur.	\$1,000,000	Gen/Mgt liability - occurrence
CSRMA - Allied World Assur.	\$1,000,000	Auto liability - accident
CSRMA - Allied World Assur.	\$4,000,000	Excess liability
CSRMA - Public Entity Property Insurance Program (P.E.P.I.P.)	\$30,359,825	Special form property
CSRMA - Illinois Union Ins.	\$25,000,000	Pollution liability - tier 1
CSRMA - Illinois Union Ins.	\$2,000,000	Pollution liability - tier 2
CSRMA - Lloyds of London	\$2,000,000	Cyber liability - third party
CSRMA - Lloyds of London	\$2,000,000	Cyber liability - first party
CSRMA - Travelers Ins.	\$25,000	Identity theft
CSRMA - Lloyds of London	\$2,500,000	Deadly weapons - aggregate

The financial statements of CSRMA are available at their office: 100 Pine Street, 11th Floor, San Francisco, California 94111.

NOTE 14 – LEASE LIABILITIES

A summary of governmental activities lease transactions for the fiscal year ended June 30, 2022, are as follows:

	Balance June 30, 2021 (as restated)	Additions	Retirements	Balance June 30, 2022	Current Portion
Governmental Activities					
Lease Liabilities					
Fire Station 57 Land Lease	\$5,476,219	\$4,232		\$5,480,451	\$508
Copier Equipment Leases	258,365		(\$78,120)	180,245	82,053
Total	<u>\$5,734,584</u>	<u>\$4,232</u>	<u>(\$78,120)</u>	<u>\$5,660,696</u>	<u>\$82,561</u>

On June 21, 2016, the City entered into a lease agreement as lessee with the County of Marin to lease property for constructing Fire Station # 57 for a 40 year term, ending on June 30, 2056. The City is required to make monthly principal and interest lease payments in the amount of \$13,343 commencing July 1, 2021. The monthly lease payments are increased annually in the amount of 3% every July 1. The City recorded an initial lease liability and intangible right-to-use asset in the amount of \$5,476,219, respectively, as of July 1, 2021. As of June 30, 2022, the balance of the lease liability was \$5,480,451 and the net value of the right-to-use asset was \$5,319,756, including accumulated amortization of \$156,463.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 14 – LEASE LIABILITIES (Continued)

The City has entered into four separate equipment lease agreements as a lessee for copiers with various vendors. The lease terms vary from 3-5 years and interest is implicit in the lease agreements in the amount of 5%. The City is required to make monthly or yearly principal and interest lease payments in varying amounts ranging from \$1,003 to \$50,278, depending on the lease. The City recorded an initial lease liability and intangible right-to-use asset in the amount of \$258,365, respectively, as of July 1, 2021. As of June 30, 2022, the balance of the lease liability was \$180,245 and the net value of the right-to-use asset was \$177,625, including accumulated amortization of \$80,740. The future principal and interest lease payments as of June 30, 2022 were as follows:

For the Year Ended June 30	Principal	Interest	Total
2023	\$82,561	\$172,869	\$255,430
2024	62,395	168,654	231,049
2025	39,584	165,616	205,200
2026	29,156	164,311	193,467
2027	22,511	163,102	185,613
2028-2032	214,992	800,016	1,015,008
2033-2037	423,614	753,058	1,176,672
2038-2042	693,649	670,438	1,364,087
2043-2047	1,039,430	541,921	1,581,351
2048-2052	1,478,312	354,906	1,833,218
2053-2057	1,574,492	100,176	1,674,668
Totals	<u>\$5,660,696</u>	<u>\$4,055,067</u>	<u>\$9,715,763</u>

NOTE 15 – COMMITMENTS AND CONTINGENCIES

A. City Litigation

The City is a defendant in several lawsuits arising from its normal operations. City management is of the opinion that the potential claims against the City not covered by insurance resulting from such litigation would not materially affect the basic financial statements of the City.

B. District

As of June 30, 2022, SRSD had several contracts for sewer improvement projects with remaining obligations of approximately \$2,070,000, the majority of which are expected to be completed within the 2022-2023 fiscal year.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 16 – SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY PRIVATE-PURPOSE TRUST FUND (SUCCESSOR AGENCY) ACTIVITIES
--

A. *Redevelopment Dissolution*

In an effort to mitigate its budget deficit, the State of California adopted ABx1 26 on June 28, 2011, amended by AB1484 on June 27, 2012, which suspended all new redevelopment activities except for limited specified activities as of that date and dissolved redevelopment agencies on January 31, 2012.

The suspension provisions prohibited all redevelopment agencies from a wide range of activities, including incurring new indebtedness or obligations, entering into, or modifying agreements or contracts, acquiring, or disposing of real property, taking actions to adopt or amend redevelopment plans and other similar actions, except actions required by law or to carry out existing enforceable obligations, as defined in ABx1 26.

In addition, ABx1 26 and AB1484 directed the State Controller to review the activities of all redevelopment agencies and successor agencies to determine whether an asset transfer between an agency and any public agency occurred on or after January 1, 2011. If an asset transfer did occur and the public agency that received the asset is not contractually committed to a third party for the expenditure or encumbrance of the asset, the legislation requires the State Controller to order the asset returned to the redevelopment agency. This review was performed in May 2013, and a report issued on July 29, 2013 (see section B of this footnote).

The City elected to become the Successor Agency to the Redevelopment Agency, and on February 1, 2012, the Redevelopment Agency's remaining net assets were distributed to the Successor Agency. ABx1 26 requires the establishment of an Oversight Board to oversee the activities of the Successor Agency and one was established on April 2, 2012. On July 1, 2018, the County of Marin formed a county-wide Oversight Board to oversee the activities of all Successor Agencies within the County, including San Rafael. The activities of the Successor Agency are subject to review and approval of the Oversight Board, which is comprised of seven members.

The activities of the Successor Agency are reported in the Successor Agency to the Redevelopment Agency Private-Purpose Trust Fund as the activities are under the control of the Oversight Board. The City provides administrative services to the Successor Agency to wind down the affairs of the former Redevelopment Agency.

Pursuant to the dissolution of the City of San Rafael Redevelopment Agency, certain assets of the Redevelopment Agency were distributed to the Housing Successor and all remaining Redevelopment Agency assets and liabilities were distributed to the Successor Agency.

The City elected to become the Housing Successor and on February 1, 2012. Assets and Liabilities relating to the Housing Successor are reported in the City's Low and Moderate Income Housing Special Revenue Fund.

**CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022**

NOTE 16 – SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY PRIVATE-PURPOSE TRUST FUND (SUCCESSOR AGENCY) ACTIVITIES (Continued)
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B. *Redevelopment Property Tax Trust Fund (RPTTF)*

The Successor Agency’s primary source of revenue comes from the RPTTF allocation distributed by the County. Property tax revenues for each Project Area are deposited into the RPTTF, which redistributes each Project Area’s tax increment under specified formulas. The County Auditor administers the RPTTF and disburses twice annually from this fund pass-through payments to affected taxing entities, an amount equal to the total of obligation payments that are required to be paid from tax increment as denoted on the Recognized Obligation Payment Schedule (“ROPS”). The disbursements are established in the treasury of the Successor Agencies, and various allowed administrative fees and allowances. Any remaining balance is then distributed by the County Auditor back to affected taxing entities under a prescribed method that accounts for pass-through payments. The County Auditor is also responsible for the distributing other monies received from the Successor Agency (from sale of assets, etc.) to the affected taxing entities. Successor agencies in turn will use the amounts deposited into their respective funds to make payments for principal and interest on loans and monies advanced to or indebtedness incurred by the dissolved redevelopment agencies.

C. *Long-Term Debt*

1999 Tax Allocation Bonds and Capital Appreciation Bonds

On June 16, 1999, the former Agency issued Tax Allocation Bonds in the amount of \$23,504,004. The bonds were issued as Current Interest Bonds in the aggregate principal amount of \$21,115,000 and as Capital Appreciation Bonds in the original amount of \$2,389,004. The proceeds of the bonds were used to finance certain redevelopment activities of benefit to the former Agency’s Central San Rafael Redevelopment Project Area.

In December 2009 of the former Agency exercised the redemption option of the Current Interest Bonds. The outstanding balance of the Bonds was refunded, on a current basis, through the issuance of the 2009 Tax Allocation Refunding Bonds as discussed below.

The Capital Appreciation Bonds mature annually after December 1 from 2018 to 2022, in amounts ranging from \$1,440,000 to \$2,070,000 and bear interest at rates from 5.58% to 5.60%. Interest on the Capital Appreciation Bonds will compound on each interest premium date and will be payable solely at maturity. The bonds are secured, on parity with the 1992 and 1995 bonds (refunded in 2002), by a pledge and a lien on tax revenues and amounts on deposit in certain funds and accounts held by the fiscal agent.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 16 – SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY PRIVATE-PURPOSE TRUST FUND (SUCCESSOR AGENCY) ACTIVITIES (Continued)
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2002 Tax Allocation Refunding Bonds

On October 9, 2002, the former Agency issued Tax Allocation Refunding Bonds in the amount of \$25,020,000. The proceeds of the bonds were used to refund the 1992 Tax Allocation Refunding Bonds and the 1995 Tax Allocation Bonds. The Bonds mature annually each December 1 from 2002 to 2022, in amounts ranging from \$540,000 to \$1,920,000 and bear interest at rates ranging from 2.00% to 5.25%. Interest is payable semiannually on June 1 and December 1. The Bonds maturing on or after December 1, 2013, are subject to optional redemption prior to maturity, in whole or in part, and by lot within any one maturity, prior to their respective maturity dates, on any date on or after December 1, 2012, at a price equal to the principal amount, plus accrued interest on the redemption date. The bonds are payable from tax revenues to be derived from the redevelopment activities of the former Agency related to the Central San Rafael Redevelopment Project Area.

2009 Tax Allocation Refunding Bonds

On December 14, 2009, the former Agency issued 2009 Tax Allocation Refunding Bonds in the amount of \$14,660,000 bearing interest at rates from 3.00% to 5.00%. The proceeds of the Series 2009 Bonds were used to refund the former Agency's 1999 Tax Allocation Current Interest Bonds and to advance funds to the City to finance street and parking improvements for the benefit of the Agency's Central San Rafael Redevelopment Project. Principal payments are due annually on December 30 and interest payable semiannually on June 30 and December 30.

The Series 2009 Bonds maturing on or before December 1, 2019, are not subject to optional redemption prior to their respective stated maturities. The Series 2009 Bonds maturing on or after December 1, 2020, are subject to optional redemption as a whole or in part either on a pro rata basis among maturities or in inverse order of maturity, and by lot within any one maturity, prior to their respective maturity dates, at the option of the Agency, on any date on or after December 1, 2019, at a price equal to the principal amount of such Series 2009 Bonds called for redemption, together with interest accrued on the date fixed for redemption, without premium.

Use of Tax Increment

The former Agency pledged all future tax increment revenues for the repayment of the 1999 Capital Appreciation Bonds, and the 2002 and 2009 Tax Allocation Refunding Bonds. The pledge of all future tax increment revenues ends upon repayment of \$3.6 million in remaining debt service on the Bonds, which is scheduled to occur in 2023. For fiscal year June 30, 2022, tax increment revenue amounted to \$3.5 million which was used to make the debt service payment of \$3.6 million. The bond covenants contain events of default that require the revenue of the Agency to be applied by the Trustee as specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the Agency to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the Agency; or if any court or competent jurisdiction shall assume custody or control of the Agency. The Agency's bonds also contain a subjective acceleration clause that allows the trustees or holders, who hold the majority of the aggregate principal amount of the notes, to accelerate payment of the entire principal amount outstanding and interest accrued to become immediately due if they determine that a material adverse change occurs.

CITY OF SAN RAFAEL
NOTES TO BASIC FINANCIAL STATEMENTS
For the Year Ended June 30, 2022

NOTE 16 – SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY PRIVATE-PURPOSE TRUST FUND (SUCCESSOR AGENCY) ACTIVITIES (Continued)

The following table summarizes the activity for the fiscal year ended June 30, 2022:

	Authorized and Issued	Balance June 30, 2021	Additions	Retirements	Balance June 30, 2022	Current Portion
San Rafael Successor Agency						
1999 Tax Allocation Bonds						
Capital Appreciation Bonds						
5.58%-5.6%, due 12/1/2022	\$2,389,004	\$3,306,178	\$147,409	\$1,440,000	\$2,013,587	\$2,013,587
2002 Tax Allocation Refunding Bonds						
2.00%-5.25%, due 12/1/2021	25,020,000	615,000		615,000		
2009 Tax Allocation Refunding Bonds						
3.00%-5.00%, due 12/1/2022	14,660,000	2,850,000		1,390,000	1,460,000	1,460,000
Add: deferred bond premium costs		159,718		79,851	79,867	79,867
Total Successor Agency Long-term Debt		<u>\$6,930,896</u>	<u>\$147,409</u>	<u>\$3,524,851</u>	<u>\$3,553,454</u>	<u>\$3,553,454</u>

Debt Service Requirements

Annual debt service requirements are shown below:

For the Year Ended June 30	Principal	Interest
2023	<u>\$3,530,000</u>	<u>\$36,500</u>
Totals	3,530,000	<u><u>\$36,500</u></u>
Reconciliation of long-term debt:		
Less: unaccreted discount	(56,413)	
Less: deferred bond premium costs	79,867	
	<u><u>\$3,553,454</u></u>	

D. *Commitment and Contingencies*

State Approval of Enforceable Obligation

The Successor Agency prepares a Recognized Obligation Payment Schedule (ROPS) semi-annually that contains all proposed expenditures for the subsequent six-month period. The ROPS is subject to the review and approval of the Oversight Board as well as the State Department of Finance. As of June 30, 2021, the Successor Agency had prepared fourteen ROPS, all of which have been approved by the Oversight Board and the California Department of Finance. The Department of Finance has stated that all items on a future ROPS are subject to a subsequent review. The amount, if any, of current obligations that may be denied by the Department of Finance cannot be determined at this time. The City expects such amounts, if any, to be immaterial.

CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022

Cost-Sharing Multiple Employer Plan
Schedule of the City's Proportionate Share of the Net Pension Liability
Last 10 years*

Measurement date	<u>6/30/2014</u>	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>6/30/2017</u>	<u>6/30/2018</u>
City's proportionate share	30.0453%	36.7394%	34.9538%	32.7180%	33.4752%
Proportionate share of total pension liability	\$677,753,565	\$907,195,058	\$900,629,287	\$878,483,703	\$947,923,920
Proportionate share of fiduciary net position	<u>603,499,779</u>	<u>764,871,931</u>	<u>733,574,437</u>	<u>757,834,016</u>	<u>837,356,062</u>
Proportionate share of the net pension liability	<u>\$74,253,786</u>	<u>\$142,323,127</u>	<u>\$167,054,850</u>	<u>\$120,649,687</u>	<u>\$110,567,858</u>
Plan fiduciary net position as a percentage of the total pension liability	89.04%	84.31%	84.31%	86.27%	88.34%
Covered payroll (report date)	\$28,563,328	\$31,073,560	\$32,126,272	\$32,885,135	\$36,349,651
Net pension liability as a percentage of covered payroll	259.96%	458.02%	519.99%	366.88%	304.18%
Measurement date	<u>6/30/2019</u>	<u>6/30/2020</u>	<u>6/30/2021</u>		
City's proportionate share	36.6081%	34.3574%	29.6650%		
Proportionate share of total pension liability	\$1,082,900,638	\$1,059,269,505	\$959,104,784		
Proportionate share of fiduciary net position	<u>949,023,107</u>	<u>901,989,929</u>	<u>1,007,281,093</u>		
Proportionate share of the net pension liability (asset)	<u>\$133,877,531</u>	<u>\$157,279,576</u>	<u>(\$48,176,309)</u>		
Plan fiduciary net position as a percentage of the total pension liability	87.64%	85.15%	105.02%		
Covered payroll (report date)	\$33,106,430	\$32,887,922	\$31,697,590		
Net pension liability (asset) as a percentage of covered payroll	404.39%	478.23%	-151.99%		

* - The fiscal year ended June 30, 2015 was the first year of implementation, therefore only eight years are shown.

**CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022**

**Schedule of Contributions
Cost-Sharing Multiple Employer
Defined Benefit Pension Plan**

Last 10 years (subject to available information: first year of implementation was Fiscal Year ended June 30, 2015)

Fiscal year ended, June 30	<u>2015</u>
Contractually required contribution	\$17,802,358
Contributions in Relation to the Contractually required contribution	<u>17,802,358</u>
Contribution Deficiency/ (Excess)	<u>\$0</u>
Covered payroll	\$31,073,560
Contributions as a percentage of covered payroll	57.29%

Notes to Schedule

Valuation Date / Timing 6/30/2013 (for contributions made in FY2014-2015)

Key Methods and Assumptions Used to Determine Contribution Rates (for FY2014-15):

Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level percentage of payroll with separate period for Extraordinary Actuarial Loss from 2009
Remaining Amortization period	Unfunded liability - 17 years / Extraordinary Actuarial Loss - 25 years
Asset valuation method	5-year smoothed market, 80% /120% corridor around market
Inflation	3.25%
Salary increases	3.25% plus merit component based on employee classification and years of service
Investment Rate of Return	7.50%
Retirement Age	Classic Tiers: Safety - 50, Miscellaneous - 55; PEPRA Tiers: Safety - 57, Miscellaneous - 62
Healthy Mortality	Sex distinct RP-2000 Combined Mortality projected to 2010 using Scale AA with ages set back one year for male members / two years for female members
Disabled Mortality	Sex distinct RP-2000 Combined Mortality projected to 2010 using Scale AA with ages set forward three years for all members

CITY OF SAN RAFAEL REQUIRED SUPPLEMENTARY INFORMATION For the Year Ended June 30, 2022

Schedule of Contributions
Cost-Sharing Multiple Employer
Defined Benefit Pension Plan
Last 10 years (subject to available information: first year of implementation was Fiscal Year ended June 30, 2015)
(Continued)

Fiscal year ended, June 30	<u>2016</u>
Contractually required contribution	\$19,339,577
Contributions in Relation to the Contractually required contribution	<u>19,339,577</u>
Contribution Deficiency/ (Excess)	<u><u>\$0</u></u>
Covered payroll	\$32,126,272
Contributions as a percentage of covered payroll	60.20%

Notes to Schedule

Valuation Date / Timing 6/30/2014 (for contributions made in FY2015-2016)

Key Methods and Assumptions Used to Determine Contribution Rates (for FY2015-16):

Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level percentage of payroll with separate period for Extraordinary Actuarial Loss from 2009
Remaining Amortization period	Unfunded liability - 16 years / Extraordinary Actuarial Loss - 24 years
Asset valuation method	5-year smoothed market, 80% /120% corridor around market
Inflation	3.25%
Salary increases	3.25% plus merit component based on employee classification and years of service
Investment Rate of Return	7.25%
Retirement Age	Classic Tiers: Safety - 50, Miscellaneous - 55; PEPRA Tiers: Safety - 57, Miscellaneous - 62
Healthy Mortality	CalPERS 2014 Pre-Retirement Non-Industrial Death rates (plus Duty-Related Death rates for Safety Members), with the 20-year static projection used by CalPERS replaced by generational improvements from a base year of 2009 using Scale MP-2014
Disabled Mortality	CalPERS 2014 Disability Mortality rates (Non-Industrial rates for Miscellaneous members and Industrial Disability rates for Safety members), adjusted by 90% for Males and Females (Miscellaneous and Safety) with the 20-year static projection used by CalPERS replaced by generational improvements from a base year of 2009 using Scale MP-2014

CITY OF SAN RAFAEL REQUIRED SUPPLEMENTARY INFORMATION For the Year Ended June 30, 2022

Schedule of Contributions
Cost-Sharing Multiple Employer
Defined Benefit Pension Plan
Last 10 years (subject to available information: first year of implementation was Fiscal Year ended June 30, 2015)
(Continued)

Fiscal year ended, June 30	2017
Contractually required contribution	\$20,003,001
Contributions in Relation to the Contractually required contribution	20,003,001
Contribution Deficiency/ (Excess)	\$0
Covered payroll	\$32,885,135
Contributions as a percentage of covered payroll	60.83%

Notes to Schedule

Valuation Date / Timing 6/30/2015 (for contributions made in FY2016-2017)

Key Methods and Assumptions Used to Determine Contribution Rates (for FY2016-17):

Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level percentage of payroll with separate period for Extraordinary Gains or Losses (24 years remaining as of 6/30/14), the remaining UAL as of June 30, 2013 (16 years as of 6/30/14), and additional layers for unexpected changes in UAL after 6/30/13 (24 years for gains and losses with a 5-year phase-in/out and 22 years for assumption changes with a 3-year phase-in/out).
Remaining Amortization period	19 years remaining as of June 30, 2016
Asset valuation method	Market Value
Inflation	2.75% per year
Salary increases	3.00% plus merit component based on employee classification and years of service
Investment Rate of Return	7.25%
Retirement Age	Classic Tiers: Safety - 50, Miscellaneous - 55; PEPRA Tiers: Safety - 57, Miscellaneous - 62
Healthy Mortality	Sex distinct RP-2000 combined mortality projected to 2010 using Scale AA with ages set back one year for male members/two years for female members
Disabled Mortality	Sex distinct RP-2000 combined mortality projected to 2010 using Scale AA with ages set forward three years for all members

CITY OF SAN RAFAEL REQUIRED SUPPLEMENTARY INFORMATION For the Year Ended June 30, 2022

Schedule of Contributions
Cost-Sharing Multiple Employer
Defined Benefit Pension Plan

Last 10 years (subject to available information: first year of implementation was Fiscal Year ended June 30, 2015)

(Continued)

Fiscal year ended, June 30	2018
Contractually required contribution	\$20,167,435
Contributions in Relation to the Contractually required contribution	20,167,435
Contribution Deficiency/ (Excess)	\$0
Covered payroll	\$36,349,651
Contributions as a percentage of covered payroll	55.48%

Notes to Schedule

Valuation Date / Timing 6/30/2016 (for contributions made in FY2017-2018)

Key Methods and Assumptions Used to Determine Contribution Rates (for FY2017-18):

Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level percentage of payroll with separate period for Extraordinary Gains or Losses (22 years remaining as of 6/30/16), the remaining UAL as of June 30, 2013 (14 years as of 6/30/16), and additional layers for unexpected changes in UAL after 6/30/13 (24 years for gains and losses with a 5-year phase-in/out and 22 years for assumption changes with a 3-year phase-in/out).
Remaining Amortization period	18 years remaining as of June 30, 2017
Asset valuation method	Market Value
Inflation	2.75% per year
Salary increases	3.00% plus merit component based on employee classification and years of service
Investment Rate of Return	7.25%
Retirement Age	Classic Tiers: Safety - 50, Miscellaneous - 55; PEPRAs Tiers: Safety - 57, Miscellaneous - 62
Healthy Mortality	Sex distinct CalPERS 2014 Pre-Retirement Non-Industrial Death rates (plus Duty-Related death rates for Safety members)
Disabled Mortality	Sex distinct RP-2000 combined mortality projected to 2010 using Scale AA with ages set forward three years for all members
Disabled Mortality	Rates of mortality among disabled members are given by CalPERS 2017 Disability Mortality rates (Non-Industrial rates for Miscellaneous members and Industrial Disability rates for Safety members), adjusted by 90% for Males (Miscellaneous and Safety) and 90% for Miscellaneous Females, with the 15-year static projection used by CalPERS replaced by generational improvements from a base year of 2014 using Scale MP-2017.

CITY OF SAN RAFAEL REQUIRED SUPPLEMENTARY INFORMATION For the Year Ended June 30, 2022

Schedule of Contributions
Cost-Sharing Multiple Employer
Defined Benefit Pension Plan
Last 10 years (subject to available information: first year of implementation was Fiscal Year ended June 30, 2015)
(Continued)

Fiscal year ended, June 30	<u>2019</u>
Contractually required contribution	\$20,352,203
Contributions in Relation to the Contractually required contribution	<u>20,352,203</u>
Contribution Deficiency/ (Excess)	<u>\$0</u>
Covered payroll	\$33,106,430
Contributions as a percentage of covered payroll	61.48%

Notes to Schedule

Valuation Date / Timing 6/30/2017 (for contributions made in FY2018-2019)

Key Methods and Assumptions Used to Determine Contribution Rates (for FY2018-19):

Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level percentage of payroll with separate period for Extraordinary Gains or Losses (21 years remaining as of 6/30/17), the remaining UAL as of June 30, 2013 (13 years as of 6/30/17), and additional layers for unexpected changes in UAL after 6/30/13 (24 years for gains and losses with a 5-year phase-in/out and 22 years for assumption changes with a 3-year phase-in/out).
Remaining Amortization period	17 years remaining as of June 30, 2018
Asset valuation method	Market Value
Inflation	2.75% per year
Salary increases	3.00% plus merit component based on employee classification and years of service
Investment Rate of Return	7.00%
Retirement Age	Classic Tiers: Safety - 50, Miscellaneous - 55; PEPRA Tiers: Safety - 57, Miscellaneous - 62
Healthy Mortality	Rates of mortality for active members are specified by CalPERS 2017 Pre-Retirement Non-Industrial Death Rates (plus Duty-Related Death rates for Safety members), with the 20-year static projection used by CalPERS replaced by generational improvements from a base year of 2014 using Scale MP-2017.
Disabled Mortality	Rates of mortality among disabled members are given by CalPERS 2017 Disability Mortality rates (Non-Industrial rates for Miscellaneous members and Industrial Disability rates for Safety members), adjusted by 90% for Males (Miscellaneous and Safety) and 90% for Miscellaneous Females, with the 20-year static projection used by CalPERS replaced by generational improvements from a base year of 2014 using Scale MP-2017.

CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022

Schedule of Contributions
Cost-Sharing Multiple Employer
Defined Benefit Pension Plan

Last 10 years (subject to available information: first year of implementation was Fiscal Year ended June 30, 2015)

(Continued)

Fiscal year ended, June 30	<u>2020</u>
Contractually required contribution	\$20,031,614
Contributions in Relation to the Contractually required contribution	<u>20,031,614</u>
Contribution Deficiency/ (Excess)	<u>\$0</u>
Covered payroll	\$32,887,922
Contributions as a percentage of covered payroll	60.91%

Notes to Schedule

Valuation Date / Timing 6/30/2018 (for contributions made in FY2019-2020)

Key Methods and Assumptions Used to Determine Contribution Rates (for FY2019-20):

Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level percentage of payroll with separate period for Extraordinary Gains or Losses (20 years remaining as of 6/30/18), the remaining UAL as of June 30, 2013 (12 years as of 6/30/18), and additional layers for unexpected changes in UAL after 6/30/13 (24 years for gains and losses with a 5-year phase-in/out and 22 years for assumption changes with a 3-year phase-in/out).
Remaining Amortization period	12 years remaining as of June 30, 2018
Asset valuation method	Market Value
Inflation	2.75% per year
Salary increases	3.00% plus merit component based on employee classification and years of service
Investment Rate of Return	7.00%
Retirement Age	Classic Tiers: Safety - 50, Miscellaneous - 55; PEPRAs Tiers: Safety - 57, Miscellaneous - 62
Healthy Mortality	Rates of mortality for active members are specified by CalPERS 2017 Pre-Retirement Non-Industrial Death rates (plus Duty-Related Death rates for Safety members), with the 15-year static projection used by CalPERS replaced by generational improvements from a base year of 2014 using Scale MP-2017. 0% of all Miscellaneous and 95% of all Safety pre-retirement deaths are assumed to be service-connected.
Disabled Mortality	Rates of mortality for retired members and their beneficiaries are given by CalPERS 2017 Post-Retirement Healthy Mortality rates, adjusted by 90% for Males (Miscellaneous and Safety), with the 15-year static projection used by CalPERS replaced by generational improvements from a base year of 2014 using Scale MP-2017.

**CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022**

**Schedule of Contributions
Cost-Sharing Multiple Employer
Defined Benefit Pension Plan**

**Last 10 years (subject to available information: first year of implementation was Fiscal Year ended June 30, 2015)
(Continued)**

Fiscal year ended, June 30	<u>2021</u>
Contractually required contribution	\$20,106,821
Contributions in Relation to the Contractually required contribution	<u>20,106,821</u>
Contribution Deficiency/ (Excess)	<u>\$0</u>
Covered payroll	\$31,697,590
Contributions as a percentage of covered payroll	63.43%

Notes to Schedule

Valuation Date / Timing 6/30/2019 (for contributions made in FY2020-2021)

Key Methods and Assumptions Used to Determine Contribution Rates (for FY2020 - 21):

Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level percentage of payroll with separate period for Extraordinary Gains or Losses (19 years remaining as of 6/30/19), the remaining UAL as of June 30, 2013 (11 years as of 6/30/19), and additional layers for unexpected changes in UAL after 6/30/13 (24 years for gains and losses with a 5-year phase-in/out and 22 years for assumption changes with a 3-year phase-in/out).
Remaining Amortization period	11 years remaining as of June 30, 2019
Asset valuation method	Market Value
Inflation	2.75% per year
Salary increases	3.00% plus merit component based on employee classification and years of service
Investment Rate of Return	7.00%
Retirement Age	Classic Tiers: Safety - 50, Miscellaneous - 55; PEPRA Tiers: Safety - 57, Miscellaneous - 62
Healthy Mortality	Rates of mortality for active members are specified by CalPERS 2017 Pre-Retirement Non-Industrial Death rates (plus Duty-Related Death rates for Safety members), with the 15-year static projection used by CalPERS replaced by generational improvements from a base year of 2014 using Scale MP-2017. 0% of all Miscellaneous and 95% of all Safety pre-retirement deaths are assumed to be service-connected.
Disabled Mortality	Rates of mortality for retired members and their beneficiaries are given by CalPERS 2017 Post-Retirement Healthy Mortality rates, adjusted by 90% for Males (Miscellaneous and Safety), with the 15-year static projection used by CalPERS replaced by generational improvements from a base year of 2014 using Scale MP-2017.

CITY OF SAN RAFAEL REQUIRED SUPPLEMENTARY INFORMATION For the Year Ended June 30, 2022

Schedule of Contributions
Cost-Sharing Multiple Employer
Defined Benefit Pension Plan

Last 10 years (subject to available information: first year of implementation was Fiscal Year ended June 30, 2015)
(Continued)

Fiscal year ended, June 30	<u>2022</u>
Contractually required contribution	\$21,859,307
Contributions in Relation to the Contractually required contribution	<u>(21,859,307)</u>
Contribution Deficiency/ (Excess)	<u>\$0</u>
Covered payroll	\$34,418,052
Contributions as a percentage of covered payroll	63.51%

Notes to Schedule

Valuation Date / Timing 6/30/2020 (for contributions made in FY2021-2022)

Key Methods and Assumptions Used to Determine Contribution Rates (for FY2021 - 22):

Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level percentage of payroll with separate period for Extraordinary Gains or Losses (18 years remaining as of 6/30/20), the remaining UAL as of June 30, 2013 (10 years as of 6/30/20), and additional layers for unexpected changes in UAL after 6/30/13 (24 years for gains and losses with a 5-year phase-in/out and 22 years for assumption changes with a 3-year phase-in/out).
Remaining Amortization period	10 years remaining as of June 30, 2020
Asset valuation method	Market Value
Inflation	2.50% per year
Salary increases	3.00% plus merit component based on employee classification and years of service
Investment Rate of Return	6.75%
Retirement Age	Classic Tiers: Safety - 50, Miscellaneous - 55; PEPRAs Tiers: Safety - 57, Miscellaneous - 62
Healthy Mortality	Mortality rates for Miscellaneous active members are based on the sex distinct Public General 2010 Employee Mortality Table, with generational mortality improvements projected from 2010 using Projection Scale MP-2020, with no adjustments. Mortality rates for Safety active members are based on the sex distinct Public Safety 2010 Above-Median Income Employee Mortality Table, with generational mortality improvements projected from 2010 using Projection Scale MP-2020, with no adjustments. 10% of Safety member active deaths are assumed to occur in the line of duty
Disabled Mortality	Mortality Rates for Retired Disabled Members", should be "Rates of mortality for Miscellaneous disabled members are based on the sex distinct Public General 2010 Disabled Retiree Mortality Table, with generational mortality improvements projected from 2010 using Projection Scale MP-2020, with no adjustments. Rates of mortality for Safety disabled members are based on the sex distinct Public Safety 2010 Disabled Retiree Mortality Table, with generational mortality improvements projected from 2010 using Projection Scale MP-2020, adjusted by 95% for males with no adjustment for females.

CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022

SCHEDULE OF CHANGES IN NET OPEB LIABILITY AND RELATED RATIOS

Agent Multiple Employer Defined Benefit Plan
Last Ten Fiscal Years
Other Post-Employment Benefits (OPEB)

Measurement period	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
Total OPEB liability						
Service cost	\$766,000	\$789,000	\$822,000	\$805,000	\$687,000	\$679,000
Interest	3,447,000	3,540,000	3,435,000	3,515,000	3,196,000	3,238,000
Differences between expected and actual experience		(4,107,000)		(3,040,000)		(4,063,000)
Assumption changes		4,831,000		(2,735,000)		2,748,000
Benefit payments, including refunds of employee contributions	(2,896,000)	(3,015,000)	(3,028,000)	(3,072,000)	(3,225,000)	(3,315,000)
Net change in total OPEB liability	1,317,000	2,038,000	1,229,000	(4,527,000)	658,000	(713,000)
Total OPEB liability - beginning	48,226,000	49,543,000	51,581,000	52,810,000	48,283,000	48,941,000
Total OPEB liability - ending (a)	\$49,543,000	\$51,581,000	\$52,810,000	\$48,283,000	\$48,941,000	\$48,228,000
OPEB fiduciary net position						
Contributions - employer	\$2,896,000	\$3,475,000	\$3,573,000	\$3,725,000	\$3,784,000	\$3,323,000
Net investment income	157,000	1,675,000	1,425,000	1,224,000	770,000	6,319,000
Benefit payments, including refunds of employee contributions	(2,896,000)	(3,015,000)	(3,028,000)	(3,072,000)	(3,225,000)	(3,315,000)
Administrative expense	(7,000)	(8,000)	(44,000)	(12,000)	(19,000)	(17,000)
Net change in plan fiduciary net position	150,000	2,127,000	1,926,000	1,865,000	1,310,000	6,310,000
Plan fiduciary net position - beginning	15,608,000	15,758,000	17,885,000	19,811,000	21,676,000	22,986,000
Plan fiduciary net position - ending (b)	\$15,758,000	\$17,885,000	\$19,811,000	\$21,676,000	\$22,986,000	29,296,000
Plan net OPEB liability - ending (a) - (b)	\$33,785,000	\$33,696,000	\$32,999,000	\$26,607,000	\$25,955,000	\$18,932,000
Plan fiduciary net position as a percentage of the total OPEB liability	31.81%	34.67%	37.51%	44.89%	46.97%	60.74%
Covered employee payroll	\$37,846,000	\$32,885,000	\$36,350,000	\$40,496,000	\$39,920,000	\$39,310,000
Plan net OPEB liability as a percentage of covered employee payroll	89.27%	102.47%	90.78%	65.70%	65.02%	48.16%

Historical information is required only for the measurement periods for which GASB 75 is applicable.

CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022

SCHEDULE OF CONTRIBUTIONS

Agent Multiple Employer Defined Benefit Plan
Last Ten Fiscal Years
Other Post-Employment Benefits (OPEB)

Fiscal year	2016-17
Actuarially determined contribution	\$3,450,000
Contributions in relation to the actuarially determined contribution	(3,475,000)
Contribution deficiency (excess)	(\$25,000)
Covered employee payroll	\$32,885,000
Contributions as a percentage of covered employee payroll	10.49%

GASB 75 requires this information for plans funding with OPEB trusts be reported in the employer's Required Supplementary Information for 10 years or as many years as are available upon implementation.

The June 30, 2017 actuarial valuation provided the Actuarially Determined Contributions for fiscal years ending 06/30/17.

Notes to Schedule:

Actuarially determined contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Valuation Date	June 30, 2015
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll
Amortization Method	Level dollar amount, over approximate 10-year period
Remaining Amortization	19 years remaining as of June 30, 2016
Asset Valuation Method	Investment gains and losses spread over 5-year rolling period
Discount Rate	7.25%
Contribution Policy	City contributes full ADC
General Inflation	2.75% per annum
Mortality, Retirement, Disability, Termination	Same as June 30, 2015 actuarial valuation
Mortality Improvement	Mortality projected fully generational with Scale MP-14, modified to converge to ultimate improvement rates in 2022
Expected Long-Term Rate of Return on Investments	Same as discount rate - expected City contributions projected to keep sufficient plan assets to pay all benefits from trust
Salary Increases	Aggregate - 3% Merit - 6/30/14 MCERA assumptions
Medical Trend	Non-Medicare - 6.5% for 2017, decreasing 0.5% per year to an ultimate rate of 4.50% for 2021 and Medicare - 6.7% for 2017, decreasing to an ultimate rate of 4.5% for 2021 and later years
Healthcare participation for future retirees	Capped benefit: 100% currently covered, 80% currently waived PEMHCA minimum - 60%
Cap Increases	None

**CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022**

SCHEDULE OF CONTRIBUTIONS

**Agent Multiple Employer Defined Benefit Plan
Last Ten Fiscal Years
Other Post-Employment Benefits (OPEB)
(Continued)**

Fiscal year	2017-18
Actuarially determined contribution	\$3,530,000
Contributions in relation to the actuarially determined contribution	(3,563,000)
Contribution deficiency (excess)	(\$33,000)
Covered employee payroll	\$36,350,000
Contributions as a percentage of covered employee payroll	9.80%

GASB 75 requires this information for plans funding with OPEB trusts be reported in the employer's Required Supplementary Information for 10 years or as many years as are available upon implementation.

The June 30, 2017 actuarial valuation provided the Actuarially Determined Contributions for fiscal years ending 6/30/18 and 6/30/19.

Notes to Schedule:

Actuarially determined contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Valuation Date	June 30, 2017
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll
Amortization Method	Level dollar amount, over approximate 10-year period
Remaining Amortization	18 years remaining as of June 30, 2017
Asset Valuation Method	Investment gains and losses spread over 5-year rolling period
Discount Rate	6.75% at June 30, 2017; 7.25% at June 30, 2016
Contribution Policy	City contributes full ADC
General Inflation	2.75% per annum
Mortality, Retirement, Disability, Termination	Same as June 30, 2017 actuarial valuation
Mortality Improvement	Pre-retirement mortality: projected 15-year static with 90% of Scale MP-2016 Post-retirement mortality: projected fully generational with Scale MP-2017
Expected Long-Term Rate of Return on Investments	Same as discount rate - expected City contributions projected to keep sufficient plan assets to pay all benefits from trust
Salary Increases	Aggregate - 3% Merit - 6/30/17 MCERA assumptions
Medical Trend	Non-Medicare - 7.5% for 2019, decreasing to 4.00% for 2076 and later years and Medicare - 6.5% for 2019, decreasing to 4.00% for 2076 and later years
Healthcare participation for future retirees	Capped benefit: 100% currently covered, 80% currently waived PEMHCA minimum - 60%
Cap Increases	None

**CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022**

SCHEDULE OF CONTRIBUTIONS

**Agent Multiple Employer Defined Benefit Plan
Last Ten Fiscal Years
Other Post-Employment Benefits (OPEB)
(Continued)**

Fiscal year	2018-19
Actuarially determined contribution	\$3,612,000
Contributions in relation to the actuarially determined contribution	(3,725,000)
Contribution deficiency (excess)	(\$113,000)
Covered employee payroll	\$40,496,000
Contributions as a percentage of covered employee payroll	9.20%

GASB 75 requires this information for plans funding with OPEB trusts be reported in the employer's Required Supplementary Information for 10 years or as many years as are available upon implementation.

The June 30, 2017 actuarial valuation provided the Actuarially Determined Contributions for fiscal years ending 6/30/18 and 6/30/19.

Notes to Schedule:

Actuarially determined contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Valuation Date	June 30, 2017
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll
Amortization Method	Level dollar amount, over approximate 10-year period
Remaining Amortization	18 years remaining as of June 30, 2017
Asset Valuation Method	Investment gains and losses spread over 5-year rolling period
Discount Rate	6.75% at June 30, 2017; 7.25% at June 30, 2016
Contribution Policy	City contributes full ADC
General Inflation	2.75% per annum
Mortality, Retirement, Disability, Termination	Same as June 30, 2017 actuarial valuation
Mortality Improvement	Pre-retirement mortality: projected 15-year static with 90% of Scale MP-2016 Post-retirement mortality: projected fully generational with Scale MP-2017
Expected Long-Term Rate of Return on Investments	Same as discount rate - expected City contributions projected to keep sufficient plan assets to pay all benefits from trust
Salary Increases	Aggregate - 3% Merit - 6/30/17 MCERA assumptions
Medical Trend	Non-Medicare - 7.5% for 2019, decreasing to 4.00% for 2076 and later years and Medicare - 6.5% for 2019, decreasing to 4.00% for 2076 and later years
Healthcare participation for future retirees	Capped benefit: 100% currently covered, 80% currently waived PEMHCA minimum - 60%
Cap Increases	None

**CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022**

SCHEDULE OF CONTRIBUTIONS

**Agent Multiple Employer Defined Benefit Plan
Last Ten Fiscal Years
Other Post-Employment Benefits (OPEB)
(Continued)**

Fiscal year	<u>2019-20</u>
Actuarially determined contribution	\$3,677,000
Contributions in relation to the actuarially determined contribution	<u>(3,784,000)</u>
Contribution deficiency (excess)	<u>(\$107,000)</u>
Covered employee payroll	\$39,920,000
Contributions as a percentage of covered employee payroll	9.48%

GASB 75 requires this information for plans funding with OPEB trusts be reported in the employer's Required Supplementary Information for 10 years or as many years as are available upon implementation.

The June 30, 2019 actuarial valuation provided the Actuarially Determined Contributions for fiscal years ending 6/30/20 and 6/30/21.

Notes to Schedule:

Actuarially determined contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Valuation Date	June 30, 2019
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll
Amortization Method	Level dollar amount, over approximate 10-year period
Remaining Amortization	16 years remaining as of June 30, 2019
Asset Valuation Method	Investment gains and losses spread over 5-year rolling period
Discount Rate	6.75% at June 30, 2019 and June 30, 2018, respectively
Contribution Policy	City contributes full ADC
General Inflation	2.75% per annum
Mortality, Retirement, Disability, Termination	Same as June 30, 2017 actuarial valuation
Mortality Improvement	Mortality projected fully generational with Scale MP-2019
Expected Long-Term Rate of Return on Investments	Same as discount rate - expected City contributions projected to keep sufficient plan assets to pay all benefits from trust
Salary Increases	Aggregate - 3% Merit - 6/30/19 MCERA assumptions
Medical Trend	Non-Medicare - 7.25% for 2021, decreasing to an ultimate rate of 4.0% in 2076 and Medicare - 6.3% for 2021, decreasing to an ultimate rate of 4.00% in 2076
Healthcare participation for future retirees	Capped benefit: 90% currently covered, 70% currently waived PEMHCA minimum - 60%
Cap Increases	None

**CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022**

SCHEDULE OF CONTRIBUTIONS

**Agent Multiple Employer Defined Benefit Plan
Last Ten Fiscal Years
Other Post-Employment Benefits (OPEB)
(Continued)**

Fiscal year	<u>2020-21</u>
Actuarially determined contribution	\$3,027,000
Contributions in relation to the actuarially determined contribution	<u>(3,322,583)</u>
Contribution deficiency (excess)	<u>(\$295,583)</u>
Covered employee payroll	\$39,310,000
Contributions as a percentage of covered employee payroll	8.45%

GASB 75 requires this information for plans funding with OPEB trusts be reported in the employer's Required Supplementary Information for 10 years or as many years as are available upon implementation.

The June 30, 2019 actuarial valuation provided the Actuarially Determined Contributions for fiscal years ending 6/30/20 and 6/30/21.

Notes to Schedule:

Actuarially determined contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Valuation Date	June 30, 2019
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll
Amortization Method	Level dollar amount, over approximate 10-year period
Remaining Amortization	16 years remaining as of June 30, 2019
Asset Valuation Method	Investment gains and losses spread over 5-year rolling period
Discount Rate	6.75% at June 30, 2020 and June 30, 2019, respectively
Contribution Policy	City contributes full ADC
General Inflation	2.75% per annum
Mortality, Retirement, Disability, Termination	Same as June 30, 2017 actuarial valuation
Mortality Improvement	Mortality projected fully generational with Scale MP-2019
Expected Long-Term Rate of Return on Investments	Same as discount rate - expected City contributions projected to keep sufficient plan assets to pay all benefits from trust
Salary Increases	Aggregate - 3% Merit - 6/30/19 MCERA assumptions
Medical Trend	Non-Medicare - 7.25% for 2021, decreasing to an ultimate rate of 4.0% in 2076 and Medicare - 6.3% for 2021, decreasing to an ultimate rate of 4.00% in 2076
Healthcare participation for future retirees	Capped benefit: 90% currently covered, 70% currently waived PEMHCA minimum - 60%
Cap Increases	None

**CITY OF SAN RAFAEL
REQUIRED SUPPLEMENTARY INFORMATION
For the Year Ended June 30, 2022**

SCHEDULE OF CONTRIBUTIONS

**Agent Multiple Employer Defined Benefit Plan
Last Ten Fiscal Years
Other Post-Employment Benefits (OPEB)**

Fiscal year	<u>2021-22</u>
Actuarially determined contribution	\$3,093,000
Contributions in relation to the actuarially determined contribution	<u>(3,294,000)</u>
Contribution deficiency (excess)	<u><u>(\$201,000)</u></u>
Covered employee payroll	\$42,604,000
Contributions as a percentage of covered employee payroll	7.73%

GASB 75 requires this information for plans funding with OPEB trusts be reported in the employer's Required Supplementary Information for 10 years or as many years as are available upon implementation.

The June 30, 2021 actuarial valuation provided the Actuarially Determined Contributions for fiscal years ending 6/30/22 and 6/30/23.

Notes to Schedule:

Actuarially determined contribution rates are calculated as of June 30, two years prior to the end of the fiscal year in which contributions are reported.

Methods and assumptions used to determine contribution rates:

Valuation Date	June 30, 2021
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll
Amortization Method	Level dollar amount, over approximate 10-year period
Remaining Amortization	14 years remaining as of June 30, 2021
Asset Valuation Method	Investment gains and losses spread over 5-year rolling period
Discount Rate	6.25% at June 30, 2022 and June 30, 2021, respectively
Contribution Policy	City contributes full ADC
General Inflation	2.50% per annum
Mortality, Retirement, Disability, Termination	Same as June 30, 2019 valuation
Mortality Improvement	Mortality projected fully generational with Scale MP-2021
Expected Long-Term Rate of Return on Investments	Same as discount rate - expected City contributions projected to keep sufficient plan assets to pay all benefits from trust
Salary Increases	Aggregate - 2.75% Merit - Increases - same as MCERA Assumptions as of June 30, 2020 valuation
Medical Trend	Non-Medicare - 6.50% for 2023, decreasing to an ultimate rate of 3.75% in 2076 Medicare (Non-Kaiser) - 5.65% for 2023, decreasing to an ultimate rate of 3.75% in 2076 Medicare (Kaiser) - 4.60% for 2023, decreasing to an ultimate rate of 3.75% in 2076
Healthcare participation for future retirees	Capped benefit: 90% currently covered, 70% currently waived PEMHCA minimum - 60%
Cap Increases	None



GENERAL FUND AND MAJOR SPECIAL REVENUE FUND BUDGET-TO-ACTUAL STATEMENTS
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Generally accepted accounting principles dictate that budget-to-actual information in the basic financial statements should be limited to the General Fund and major Special Revenue Funds. This section is provided for the presentation of Budget-to-Actual Statements for the General Fund, Traffic and Housing Mitigation, and the Gas Tax Special Revenue Funds.

Budgets are adopted on a basis consistent with Generally Accepted Accounting Principles for the General Fund and Special Revenue Funds.

CITY OF SAN RAFAEL
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2022

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Taxes and special assessments	\$77,725,521	\$82,785,521	\$84,324,467	\$1,538,946
Licenses and permits	2,902,778	2,902,778	3,077,355	174,577
Fines and forfeitures	182,100	182,100	296,300	114,200
Use of money and properties	276,383	276,383	(1,969,810)	(2,246,193)
Intergovernmental	3,625,147	19,714,033	20,393,799	679,766
Charges for services	2,806,603	2,806,603	2,880,711	74,108
Other revenue	1,478,750	1,478,750	786,766	(691,984)
Total Revenues	88,997,282	110,146,168	109,789,588	(356,580)
EXPENDITURES				
Current:				
General government	13,138,280	16,887,256	17,214,009	(326,753)
Public safety	47,061,089	47,083,093	46,824,239	258,854
Public works and parks	13,612,436	13,617,436	13,516,875	100,561
Community development	6,400,770	6,400,770	5,377,625	1,023,145
Culture and recreation	3,084,018	3,091,417	2,989,038	102,379
Capital outlay	92,776	92,776	372,147	(279,371)
Debt service:				
Principal	2,755,169	2,755,169	2,829,057	(73,888)
Interest and fiscal charges	2,346,760	2,346,761	2,512,515	(165,754)
Total Expenditures	88,491,298	92,274,678	91,635,505	639,173
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	505,984	17,871,490	18,154,083	282,593
OTHER FINANCING SOURCES (USES)				
Transfers in	1,755,022	1,755,022	1,755,022	
Transfers out	(2,000,000)	(2,973,885)	(2,973,885)	
Total Other Financing Sources (Uses)	(244,978)	(1,218,863)	(1,218,863)	
Net Change in Fund Balance	\$261,006	\$16,652,627	16,935,220	\$282,593
FUND BALANCE, BEGINNING OF YEAR			16,845,899	
FUND BALANCE, END OF YEAR			\$33,781,119	

CITY OF SAN RAFAEL
 TRAFFIC AND HOUSING MITIGATION SPECIAL REVENUE FUND
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 FOR THE YEAR ENDED JUNE 30, 2022

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Use of money and properties	\$3,683	\$10,564	\$47,133	\$36,569
Intergovernmental			225,000	225,000
Charges for services	863,000	887,563	198,531	(689,032)
Other revenue			159,310	159,310
	<u>866,683</u>	<u>898,127</u>	<u>629,974</u>	<u>(268,153)</u>
EXPENDITURES				
Current:				
General government		15,750	31,986	(16,236)
Public works and parks	225,138	652,138	636,429	15,709
Community development		374,824	358,588	16,236
Capital outlay	83,699	83,699	99,173	(15,474)
	<u>308,837</u>	<u>1,126,411</u>	<u>1,126,176</u>	<u>235</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES				
	<u>557,846</u>	<u>(228,284)</u>	<u>(496,202)</u>	<u>(267,918)</u>
OTHER FINANCING SOURCES (USES)				
Transfers out		(1,190,000)	(1,190,000)	
		<u>(1,190,000)</u>	<u>(1,190,000)</u>	
Net Change in Fund Balance				
	<u>\$557,846</u>	<u>(\$1,418,284)</u>	(1,686,202)	<u>(\$267,918)</u>
FUND BALANCE, BEGINNING OF YEAR			<u>6,558,073</u>	
FUND BALANCE, END OF YEAR			<u>\$4,871,871</u>	

CITY OF SAN RAFAEL
 GAS TAX SPECIAL REVENUE FUND
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 FOR THE YEAR ENDED JUNE 30, 2022

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Use of money and properties	\$7,943	\$7,943	\$40,412	\$32,469
Intergovernmental	3,738,452	3,738,452	9,528,965	5,790,513
Charges for services	1,562,100	1,562,100	2,089,594	527,494
Other revenue	220,000	220,000	1,811,524	1,591,524
	<u>5,528,495</u>	<u>5,528,495</u>	<u>13,470,495</u>	<u>7,942,000</u>
EXPENDITURES				
Current:				
Public works and parks	2,492,528	3,660,828	1,474,091	2,186,737
Capital outlay	1,708,534	25,140,534	10,099,991	15,040,543
	<u>4,201,062</u>	<u>28,801,362</u>	<u>11,574,082</u>	<u>17,227,280</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES				
	<u>1,327,433</u>	<u>(23,272,867)</u>	<u>1,896,413</u>	<u>25,169,280</u>
OTHER FINANCING SOURCES (USES)				
Transfers in		1,312,000	1,312,000	
Transfers out	(635,000)	(635,000)	(635,000)	
	<u>(635,000)</u>	<u>677,000</u>	<u>677,000</u>	
Net Change in Fund Balance				
	<u>\$692,433</u>	<u>(\$22,595,867)</u>	2,573,413	<u>\$25,169,280</u>
FUND BALANCE, BEGINNING OF YEAR			4,344,854	
FUND BALANCE, END OF YEAR			<u>\$6,918,267</u>	

SUPPLEMENTARY INFORMATION

CITY OF SAN RAFAEL
 ESSENTIAL FACILITIES CAPITAL PROJECTS FUND
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 FOR THE YEAR ENDED JUNE 30, 2022

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Use of money and property	<u>\$17,695</u>	<u>\$17,695</u>	<u>\$95,586</u>	<u>\$77,891</u>
Total Revenues	<u>17,695</u>	<u>17,695</u>	<u>95,586</u>	<u>77,891</u>
EXPENDITURES				
Capital outlay	<u>103,931</u>	<u>10,345,975</u>	<u>4,897,862</u>	<u>5,448,113</u>
Total Expenditures	<u>103,931</u>	<u>10,345,975</u>	<u>4,897,862</u>	<u>5,448,113</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(86,236)</u>	<u>(10,328,280)</u>	<u>(4,802,276)</u>	<u>5,526,004</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets			1,000,000	1,000,000
Transfers in		<u>1,022,198</u>	<u>1,022,198</u>	
Total Other Financing Sources (Uses)		<u>1,022,198</u>	<u>2,022,198</u>	<u>1,000,000</u>
Net Change in Fund Balance	<u>(\$86,236)</u>	<u>(\$9,306,082)</u>	<u>(2,780,078)</u>	<u>\$6,526,004</u>
FUND BALANCE, BEGINNING OF YEAR			<u>12,097,390</u>	
FUND BALANCE, END OF YEAR			<u>\$9,317,312</u>	

NON-MAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Recreation Revolving Fund – Established to administer the Community Services Department’s program and facility rental charge and accounts for the Recreation Memorial Fund.

Baypoint Lagoons Assessment District Fund – The Baypoint Lagoons Lighting and Landscape District was formed to protect and enhance wildlife habitat and water quality in Baypoint (Spinnaker) Lagoon and the adjacent diked salt marsh.

Household Hazmat Facility Fund – Established to account for State mandated hazardous materials information, collection, and reporting. Expenditures include inspection of businesses for compliance with regulations. This fund also serves as the depository for countywide Household Hazardous Waste Program.

Childcare Fund – Established to administer and account for childcare programs at eight sites throughout the City.

Loch Lomond #10 Community Facilities District Fund – Established to provide maintenance for stormwater and geotechnical mitigation facilities. A Mello Roos District was formed to fund this maintenance.

Loch Lomond Marina #2 Community Facilities District Fund – Established to report tax assessments and maintenance expenditures of the District.

Library Fund – Established to account for restricted library activities that are intended to be self-funding.

Library Assessment Fund – Established to account for a special parcel tax dedicated to public library services and facilities, equipment, and technology improvements.

Public Safety Fund – Established for special police services that are intended to be self-funding.

Stormwater Fund – Established to provide for self-funding storm drain maintenance program plus separate programs through the County and Bay Area to educate residents about urban runoff pollution.

Development Services Fund – Established to account for development activities that are supported by external sources of funds. This fund does not account for the operating costs of building, planning, and engineering, which are located in the General Fund.

Grants Fund – Established to account for grants for the Library, Childcare, Police and Falkirk Cultural Center.

Parkland Dedication Fund – Established to account for long-term developer deposits used to enhance and maintain the park structure within City limits.

Emergency Medical Services Fund – Established to account for the Emergency Medical Services and Transportation program that provides services to all segments of the community.

Business Improvement Fund – Established to account for activities held in Downtown San Rafael.

NON-MAJOR GOVERNMENTAL FUNDS (Continued)

Pt. San Pedro Maintenance Portion Special Revenue Fund – Established to account for ongoing maintenance needs within the Pt. San Pedro assessment district.

Low and Moderate Income Housing Special Revenue Fund – Established to account for the activities related to the assets assumed by the City as Housing Successor to the San Rafael Redevelopment Agency for the housing activities of the former Redevelopment Agency.

Measure A Open Space Special Revenue Fund – Established to account for the use of proceeds distributed by the County of Marin from Measure A, as well as other supplementary matching or City-funding for the operation or maintenance of open space, park or recreation lands.

Measure G Cannabis Special Revenue Fund – Established for the purpose of reporting tax revenue and expenditures related to Cannabis activities authorized by Measure G.

Measure C Wildfire Prevention Special Revenue Fund – Established for the purpose of reporting tax revenue and expenditures related to coordinated wildfire prevention activities authorized by Measure C, a parcel tax measure approved on March 3, 2020 by a two-thirds supermajority vote. This is a ten-year parcel tax levying up to 10 cents per building square foot tax and \$75 per multifamily unit.

CAPITAL PROJECTS FUNDS

Capital Improvement Fund – Established for the costs associated with major capital improvement projects not tied to specific funds elsewhere. Improvements could include medians, parkways, sidewalks, and other public assets.

Bedroom Tax Fund – Established to collect funds from multiple-unit housing used to pay for maintaining and developing parks within local neighborhoods.

Assessment Districts Fund – Established to account for ongoing construction and improvement needs within the following assessment districts: Peacock Gap, Kerner Boulevard, Sun Valley/Lucas Valley Open Space, East San Rafael Drainage Assessment District 1.

Park Capital Projects Fund – Established to account for capital improvements for all City owned parks, whether paid for by City funds, grants, donations, or partnership with the community.

Open Space Fund – Established for the acquisition of open space.



CITY OF SAN RAFAEL
NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
FOR THE YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS				
	Recreation Revolving	Baypoint Lagoons Assessment District	Household Hazmat Facility	Childcare	Loch Lomond #10 Community Facilities Dist.
ASSETS					
Cash and investments	\$980,898	\$204,093	\$460,814	\$321,144	\$778,135
Restricted cash and investments					
Receivables:					
Accounts	272,367		496,430	16,509	
Taxes		152			144
Grants				36,622	
Interest					
Loans					
Leases	201,806				
Prepaid expense					
Total Assets	\$1,455,071	\$204,245	\$957,244	\$374,275	\$778,279
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$215,233		\$445,613	\$29,723	\$6,771
Deposits payable					
Developer deposits payable					
Unearned revenue	557,549				
Total Liabilities	772,782		445,613	29,723	6,771
Deferred Inflows of Resources:					
Unavailable revenue - leases	197,737				
Total Deferred Inflows of Resources	197,737				
Fund Balances:					
Nonspendable					
Restricted	484,552	\$204,245	511,631	344,552	771,508
Committed					
Assigned					
Total Fund Balances	484,552	204,245	511,631	344,552	771,508
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$1,455,071	\$204,245	\$957,244	\$374,275	\$778,279

SPECIAL REVENUE FUNDS

Loch Lomond Marina #2 Community Facilities Dist.	Library	Library Assessment	Public Safety	Stormwater	Development Services	Grants	Parkland Dedication
\$746,517	\$2,590,839	\$1,058,487	\$133,083	\$1,318,844	\$472,918	\$639,286	\$343,740
1,275	500,000	1,520 900		4,522		9,890	
					301,504		
<u>\$747,792</u>	<u>\$3,090,839</u>	<u>\$1,060,907</u>	<u>\$133,083</u>	<u>\$1,323,366</u>	<u>\$774,422</u>	<u>\$649,176</u>	<u>\$343,740</u>
\$10,883	\$3,319	\$101,256		\$53,661	\$10,745 117,676 3,635	\$66,904 186,070	
<u>10,883</u>	<u>3,319</u>	<u>101,256</u>		<u>53,661</u>	<u>132,056</u>	<u>252,974</u>	
					292,721		
					292,721		
736,909	3,087,520	959,651	\$133,083	1,269,705	349,645	396,202	\$343,740
<u>736,909</u>	<u>3,087,520</u>	<u>959,651</u>	<u>133,083</u>	<u>1,269,705</u>	<u>349,645</u>	<u>396,202</u>	<u>343,740</u>
<u>\$747,792</u>	<u>\$3,090,839</u>	<u>\$1,060,907</u>	<u>\$133,083</u>	<u>\$1,323,366</u>	<u>\$774,422</u>	<u>\$649,176</u>	<u>\$343,740</u>

(Continued)

CITY OF SAN RAFAEL
NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEETS
FOR THE YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS				
	Emergency Medical Services	Business Improvement	Pt. San Pedro Maintenance Portion	Low and Moderate Income Housing	Measure A Open Space
ASSETS					
Cash and investments	\$626,499	\$8,800	\$154,233	\$951,453	\$795,075
Restricted cash and investments					
Receivables:					
Accounts	149,320				
Taxes	27,289		931		
Grants					
Interest				291	
Loans				920,826	
Leases					
Prepaid expense	89,761				
Total Assets	\$892,869	\$8,800	\$155,164	\$1,872,570	\$795,075
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES					
Liabilities:					
Accounts payable	\$60,269	\$8,800	\$15,128		\$14,119
Deposits payable					
Developer deposits payable					
Unearned revenue					
Total Liabilities	60,269	8,800	15,128		14,119
Deferred Inflows of Resources:					
Unavailable revenue - leases					
Total Deferred Inflows of Resources					
Fund Balances:					
Nonspendable	89,761				
Restricted	742,839		140,036	\$1,872,570	780,956
Committed					
Assigned					
Total Fund Balances	832,600		140,036	1,872,570	780,956
Total Liabilities, Deferred Inflows of Resources and Fund Balances	\$892,869	\$8,800	\$155,164	\$1,872,570	\$795,075

SPECIAL REVENUE FUNDS		CAPITAL PROJECTS FUNDS					Total Non-Major Governmental Funds
Measure G Cannabis	Measure C Wildfire Prevention	Capital Improvement	Bedroom Tax	Assessment Districts	Park Capital Projects	Open Space	
\$846,507	\$26,277	\$999,203 22,979	\$130,150	\$223,742 81,400	\$17,936	\$117,755	\$14,946,428 104,379
	974,473						1,909,099
121,744		498,169 1,443					157,577
							1,045,581
							1,734
							920,826
							503,310
							89,761
<u>\$968,251</u>	<u>\$1,000,750</u>	<u>\$1,521,794</u>	<u>\$130,150</u>	<u>\$305,142</u>	<u>\$17,936</u>	<u>\$117,755</u>	<u>\$19,678,695</u>
	\$197,568	\$22,554 2,821					\$1,262,546
							306,567
							3,635
							557,549
	197,568	25,375					2,130,297
							490,458
							490,458
							89,761
\$968,251	803,182	1,496,419	\$130,150	\$305,142	\$17,936	\$117,755	15,336,069
							1,514,355
							117,755
<u>968,251</u>	<u>803,182</u>	<u>1,496,419</u>	<u>130,150</u>	<u>305,142</u>	<u>17,936</u>	<u>117,755</u>	<u>17,057,940</u>
<u>\$968,251</u>	<u>\$1,000,750</u>	<u>\$1,521,794</u>	<u>\$130,150</u>	<u>\$305,142</u>	<u>\$17,936</u>	<u>\$117,755</u>	<u>\$19,678,695</u>

CITY OF SAN RAFAEL
 COMBINING STATEMENTS OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS				Loch Lomond #10 Community Facilities Dist.
	Recreation Revolving	Baypoint Lagoons Assessment District	Household Hazmat Facility	Childcare	
REVENUES					
Taxes and special assessments		\$25,368			\$23,943
Use of money and properties	\$52,773	1,508	\$1,444	\$1,460	5,993
Intergovernmental	44,060			637,151	
Charges for services	1,431,873		181,384	2,669,140	
Other revenue	5,669			9,720	
Total Revenues	1,534,375	26,876	182,828	3,317,471	29,936
EXPENDITURES					
Current:					
General government					
Public safety			114,486		
Public works and parks		13,000			11,175
Community development					
Culture and recreation	3,713,516			3,341,499	
Capital outlay					
Total Expenditures	3,713,516	13,000	114,486	3,341,499	11,175
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(2,179,141)	13,876	68,342	(24,028)	18,761
OTHER FINANCING SOURCES (USES)					
Transfers in	2,250,000				
Transfers out					(8,544)
Total Other Financing Sources (Uses)	2,250,000				(8,544)
Net Change in Fund Balances	70,859	13,876	68,342	(24,028)	10,217
Fund Balance, Beginning	413,693	190,369	443,289	368,580	761,291
Fund Balance, Ending	\$484,552	\$204,245	\$511,631	\$344,552	\$771,508

SPECIAL REVENUE FUNDS

Loch Lomond Marina #2 Community Facilities Dist.	Library	Library Assessment	Public Safety	Stormwater	Development Services	Grants	Parkland Dedication
\$212,494		\$1,101,914					\$8,670
4,708	\$19,510	7,366		\$8,806	\$49,545		2,597
	538,465	900	\$83,297			\$405,061	
	1,966			835,739			
25,626	70,236		12,725	2,478			
<u>242,828</u>	<u>630,177</u>	<u>1,110,180</u>	<u>96,022</u>	<u>847,023</u>	<u>49,545</u>	<u>405,061</u>	<u>11,267</u>
			177,483			216,137	
33,821				662,827		548,045	
	20,471	1,162,492					
				83,356			
<u>33,821</u>	<u>20,471</u>	<u>1,162,492</u>	<u>177,483</u>	<u>746,183</u>		<u>764,182</u>	
209,007	609,706	(52,312)	(81,461)	100,840	49,545	(359,121)	11,267
17,544			85,000				
<u>17,544</u>			<u>85,000</u>				
226,551	609,706	(52,312)	3,539	100,840	49,545	(359,121)	11,267
510,358	2,477,814	1,011,963	129,544	1,168,865	300,100	755,323	332,473
<u>\$736,909</u>	<u>\$3,087,520</u>	<u>\$959,651</u>	<u>\$133,083</u>	<u>\$1,269,705</u>	<u>\$349,645</u>	<u>\$396,202</u>	<u>\$343,740</u>

(Continued)

CITY OF SAN RAFAEL
 COMBINING STATEMENTS OF REVENUES, EXPENDITURES AND
 CHANGES IN FUND BALANCE
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS				
	Emergency Medical Services	Business Improvement	Pt. San Pedro - Maintenance Portion	Low and Moderate Income Housing	Measure A Open Space
REVENUES					
Taxes and special assessments	\$5,109,836		\$155,171		\$294,034
Use of money and properties			887	\$16,982	5,363
Intergovernmental	58,017				
Charges for services	3,026,076				
Other revenue	426,685		8,408	773,435	
Total Revenues	<u>8,620,614</u>		<u>164,466</u>	<u>790,417</u>	<u>299,397</u>
EXPENDITURES					
Current:					
General government				141,039	
Public safety	8,325,729				
Public works and parks			147,329		
Community development					
Culture and recreation					92,251
Capital outlay					24,695
Total Expenditures	<u>8,325,729</u>		<u>147,329</u>	<u>141,039</u>	<u>116,946</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>294,885</u>		<u>17,137</u>	<u>649,378</u>	<u>182,451</u>
OTHER FINANCING SOURCES (USES)					
Transfers in					
Transfers out	<u>(307,313)</u>				
Total Other Financing Sources (Uses)	<u>(307,313)</u>				
Net Change in Fund Balances	(12,428)		17,137	649,378	182,451
Fund Balance, Beginning	<u>845,028</u>		<u>122,899</u>	<u>1,223,192</u>	<u>598,505</u>
Fund Balance, Ending	<u><u>\$832,600</u></u>		<u><u>\$140,036</u></u>	<u><u>\$1,872,570</u></u>	<u><u>\$780,956</u></u>

SPECIAL REVENUE FUNDS		CAPITAL PROJECTS FUNDS					Total Non-Major Governmental Funds
Measure G Cannabis	Measure C Wildfire Prevention	Capital Improvement	Bedroom Tax	Assessment Districts	Park Capital Projects	Open Space	
\$552,398	\$1,770,677		\$26,010				\$9,280,515
5,011		\$3,182	865	\$52		\$913	188,965
	879,202	1,445,240					4,091,393
	103,832				\$3,406		8,146,178
<u>557,409</u>	<u>2,753,711</u>	<u>1,448,422</u>	<u>26,875</u>	<u>52</u>	<u>3,406</u>	<u>913</u>	<u>1,442,220</u>
113,495							470,671
38,261	2,369,478						11,573,482
					279		868,152
		1,768,230					8,330,508
<u>151,756</u>	<u>2,369,478</u>	<u>1,768,230</u>			<u>279</u>		<u>1,876,281</u>
405,653	384,233	(319,808)	26,875	52	3,127	913	30,177
							2,352,544
							(315,857)
							2,036,687
405,653	384,233	(319,808)	26,875	52	3,127	913	2,066,864
562,598	418,949	1,816,227	103,275	305,090	14,809	116,842	14,991,076
<u>\$968,251</u>	<u>\$803,182</u>	<u>\$1,496,419</u>	<u>\$130,150</u>	<u>\$305,142</u>	<u>\$17,936</u>	<u>\$117,755</u>	<u>\$17,057,940</u>

CITY OF SAN RAFAEL
 BUDGETED NONMAJOR GOVERNMENTAL FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 FOR THE YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS					
	Recreation Revolving			Baypoint Lagoons Assessment District		
	Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)
REVENUES						
Taxes and special assessments				\$24,100	\$25,368	\$1,268
Use of money and properties	\$28,900	\$52,773	\$23,873	433	1,508	1,075
Intergovernmental	73,945	44,060	(29,885)			
Charges for services	1,784,047	1,431,873	(352,174)			
Other revenue	570	5,669	5,099			
Total Revenues	<u>1,887,462</u>	<u>1,534,375</u>	<u>(353,087)</u>	<u>24,533</u>	<u>26,876</u>	<u>2,343</u>
EXPENDITURES						
Current:						
General government						
Public safety						
Public works and parks				229,378	13,000	216,378
Community development						
Culture and recreation	4,028,756	3,713,516	315,240			
Capital outlay						
Total Expenditures	<u>4,028,756</u>	<u>3,713,516</u>	<u>315,240</u>	<u>229,378</u>	<u>13,000</u>	<u>216,378</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(2,141,294)</u>	<u>(2,179,141)</u>	<u>(37,847)</u>	<u>(204,845)</u>	<u>13,876</u>	<u>218,721</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	2,250,000	2,250,000				
Transfers out						
Total Other Financing Sources (Uses)	<u>2,250,000</u>	<u>2,250,000</u>				
NET CHANGE IN FUND BALANCE	<u>\$108,706</u>	70,859	<u>(\$37,847)</u>	<u>(\$204,845)</u>	13,876	<u>\$218,721</u>
FUND BALANCES, BEGINNING OF YEAR		<u>413,693</u>			<u>190,369</u>	
FUND BALANCES, END OF YEAR		<u>\$484,552</u>			<u>\$204,245</u>	

SPECIAL REVENUE FUNDS

Household Hazmat Facility			Childcare			Loch Lomond #10 Community Facilities District		
Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)
						\$23,943	\$23,943	
\$619	\$1,444	\$825	\$1,772	\$1,460	(\$312)	1,655	5,993	\$4,338
			385,799	637,151	251,352			
183,824	181,384	(2,440)	4,200,000	2,669,140	(1,530,860)			
				9,720	9,720			
184,443	182,828	(1,615)	4,587,571	3,317,471	(1,270,100)	25,598	29,936	4,338
176,919	114,486	62,433				19,148	11,175	7,973
			4,676,630	3,341,499	1,335,131			
176,919	114,486	62,433	4,676,630	3,341,499	1,335,131	19,148	11,175	7,973
7,524	68,342	60,818	(89,059)	(24,028)	65,031	6,450	18,761	12,311
						(8,544)	(8,544)	
						(8,544)	(8,544)	
\$7,524	68,342	\$60,818	(\$89,059)	(24,028)	\$65,031	(\$2,094)	10,217	\$12,311
	443,289			368,580			761,291	
	\$511,631			\$344,552			\$771,508	

(Continued)

CITY OF SAN RAFAEL
 BUDGETED NONMAJOR GOVERNMENTAL FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 FOR THE YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS					
	Loch Lomond Marina #2 Community Facilities District			Library		
	Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)
REVENUES						
Taxes and special assessments	\$80,000	\$212,494	\$132,494			
Use of money and properties	851	4,708	3,857	\$5,344	\$19,510	\$14,166
Intergovernmental				1,000	538,465	537,465
Charges for services					1,966	1,966
Other revenue		25,626		7,000	70,236	63,236
Total Revenues	80,851	242,828	136,351	13,344	630,177	616,833
EXPENDITURES						
Current:						
General government						
Public safety						
Public works and parks	131,210	33,821	97,389			
Community development						
Culture and recreation				40,000	20,471	19,529
Capital outlay						
Total Expenditures	131,210	33,821	97,389	40,000	20,471	19,529
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(50,359)	209,007	259,366	(26,656)	609,706	636,362
OTHER FINANCING SOURCES (USES)						
Transfers in	17,544	17,544				
Transfers out						
Total Other Financing Sources (Uses)	17,544	17,544				
NET CHANGE IN FUND BALANCE	<u>(\$32,815)</u>	226,551	<u>\$259,366</u>	<u>(\$26,656)</u>	609,706	<u>\$636,362</u>
FUND BALANCES, BEGINNING OF YEAR		<u>510,358</u>			<u>2,477,814</u>	
FUND BALANCES, END OF YEAR		<u>\$736,909</u>			<u>\$3,087,520</u>	

SPECIAL REVENUE FUNDS

Library Assessment			Public Safety			Stormwater		
Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)
\$1,100,487	\$1,101,914	\$1,427						
1,341	7,366	6,025				\$1,956	\$8,806	\$6,850
900	900		\$75,000	\$83,297	\$8,297			
						827,500	835,739	8,239
			15,000	12,725	(2,275)	5,000	2,478	(2,522)
<u>1,102,728</u>	<u>1,110,180</u>	<u>7,452</u>	<u>90,000</u>	<u>96,022</u>	<u>6,022</u>	<u>834,456</u>	<u>847,023</u>	<u>12,567</u>
			202,490	177,483	25,007			
						1,037,784	662,827	374,957
1,231,195	1,162,492	68,703						
						388,773	83,356	305,417
<u>1,231,195</u>	<u>1,162,492</u>	<u>68,703</u>	<u>202,490</u>	<u>177,483</u>	<u>25,007</u>	<u>1,426,557</u>	<u>746,183</u>	<u>680,374</u>
<u>(128,467)</u>	<u>(52,312)</u>	<u>76,155</u>	<u>(112,490)</u>	<u>(81,461)</u>	<u>31,029</u>	<u>(592,101)</u>	<u>100,840</u>	<u>692,941</u>
			85,000	85,000				
			85,000	85,000				
<u>(\$128,467)</u>	<u>(52,312)</u>	<u>\$76,155</u>	<u>(\$27,490)</u>	<u>3,539</u>	<u>\$31,029</u>	<u>(\$592,101)</u>	<u>100,840</u>	<u>\$692,941</u>
	<u>1,011,963</u>			<u>129,544</u>			<u>1,168,865</u>	
	<u>\$959,651</u>			<u>\$133,083</u>			<u>\$1,269,705</u>	

(Continued)

CITY OF SAN RAFAEL
 BUDGETED NONMAJOR GOVERNMENTAL FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 FOR THE YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS					
	Development Services			Grants		
	Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)
REVENUES						
Taxes and special assessments						
Use of money and properties	\$37,801	\$49,545	\$11,744			
Intergovernmental				\$499,250	\$405,061	(\$94,189)
Charges for services						
Other revenue						
Total Revenues	<u>37,801</u>	<u>49,545</u>	<u>11,744</u>	<u>499,250</u>	<u>405,061</u>	<u>(94,189)</u>
EXPENDITURES						
Current:						
General government				216,155	216,137	18
Public safety				721,200	548,045	173,155
Public works and parks						
Community development						
Culture and recreation						
Capital outlay						
Total Expenditures				<u>937,355</u>	<u>764,182</u>	<u>173,173</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>37,801</u>	<u>49,545</u>	<u>11,744</u>	<u>(438,105)</u>	<u>(359,121)</u>	<u>78,984</u>
OTHER FINANCING SOURCES (USES)						
Transfers in						
Transfers out						
Total Other Financing Sources (Uses)						
NET CHANGE IN FUND BALANCE	<u>\$37,801</u>	<u>49,545</u>	<u>\$11,744</u>	<u>(\$438,105)</u>	<u>(359,121)</u>	<u>\$78,984</u>
FUND BALANCES, BEGINNING OF YEAR		<u>300,100</u>			<u>755,323</u>	
FUND BALANCES, END OF YEAR		<u>\$349,645</u>			<u>\$396,202</u>	

SPECIAL REVENUE FUNDS

Parkland Dedication			Emergency Medical Services			Business Improvement		
Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)
	\$8,670	\$8,670	\$5,144,745	\$5,109,836	(\$34,909)			
\$671	2,597	1,926						
			181,100	58,017	(123,083)			
			2,800,000	3,026,076	226,076			
			450,000	426,685	(23,315)			
671	11,267	10,596	8,575,845	8,620,614	44,769			
			8	8				
			8,561,579	8,325,729	235,850			
			8,561,587	8,325,729	235,858			
671	11,267	10,596	14,258	294,885	280,627			
			(307,313)	(307,313)				
			(307,313)	(307,313)				
\$671	11,267	\$10,596	(\$293,055)	(12,428)	\$280,627			
	332,473			845,028				
	\$343,740			\$832,600				

(Continued)

CITY OF SAN RAFAEL
 BUDGETED NONMAJOR GOVERNMENTAL FUNDS
 COMBINING SCHEDULES OF REVENUES, EXPENDITURES,
 AND CHANGES IN FUND BALANCES
 BUDGET AND ACTUAL
 FOR THE YEAR ENDED JUNE 30, 2022

	SPECIAL REVENUE FUNDS					
	Pt. San Pedro-Maintenance Portion			Low and Moderate Income Housing		
	Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)
REVENUES						
Taxes and special assessments	\$150,107	\$155,171	\$5,064			
Use of money and properties		887	887	\$2,454	\$16,982	\$14,528
Intergovernmental						
Charges for services						
Other revenue	7,906	8,408	502		773,435	773,435
Total Revenues	158,013	164,466	6,453	2,454	790,417	787,963
EXPENDITURES						
Current:						
General government				141,039	141,039	
Public safety						
Public works and parks	185,200	147,329	37,871			
Community development						
Culture and recreation						
Capital outlay						
Total Expenditures	185,200	147,329	37,871	141,039	141,039	
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(27,187)	17,137	44,324	(138,585)	649,378	787,963
OTHER FINANCING SOURCES (USES)						
Transfers in						
Transfers out						
Total Other Financing Sources (Uses)						
NET CHANGE IN FUND BALANCE	<u>(\$27,187)</u>	17,137	<u>\$44,324</u>	<u>(\$138,585)</u>	649,378	<u>\$787,963</u>
FUND BALANCES, BEGINNING OF YEAR		<u>122,899</u>			<u>1,223,192</u>	
FUND BALANCES, END OF YEAR		<u>\$140,036</u>			<u>\$1,872,570</u>	

SPECIAL REVENUE FUNDS

Measure A Open Space			Measure G Cannabis			Measure C Wildfire Prevention		
Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)	Final Budget	Actual	Variance Positive (Negative)
\$472,324	\$294,034	(\$178,290)	\$500,000	\$552,398	\$52,398	\$1,826,452	\$1,770,677	(\$55,775)
355	5,363	5,008		5,011	5,011		879,202	879,202
							103,832	103,832
<u>472,679</u>	<u>299,397</u>	<u>(173,282)</u>	<u>500,000</u>	<u>557,409</u>	<u>57,409</u>	<u>1,826,452</u>	<u>2,753,711</u>	<u>927,259</u>
			464,308	113,495	350,813			
59,760		59,760	35,687	38,261	(2,574)	2,369,518	2,369,478	40
604,765	92,251	512,514						
58,825	24,695	34,130						
<u>723,350</u>	<u>116,946</u>	<u>606,404</u>	<u>499,995</u>	<u>151,756</u>	<u>348,239</u>	<u>2,369,518</u>	<u>2,369,478</u>	<u>40</u>
(250,671)	182,451	433,122	5	405,653	405,648	(543,066)	384,233	927,299
<u>(\$250,671)</u>	182,451	<u>\$433,122</u>	<u>\$5</u>	405,653	<u>\$405,648</u>	<u>(\$543,066)</u>	384,233	<u>\$927,299</u>
	<u>598,505</u>			<u>562,598</u>			<u>418,949</u>	
	<u>\$780,956</u>			<u>\$968,251</u>			<u>\$803,182</u>	



INTERNAL SERVICE FUNDS

Internal service funds account for department services and financing performed for other departments within the same governmental jurisdiction. Funding comes from charges assessed to the departments benefiting from the service.

Building Maintenance Fund – Established to account for construction projects and cyclical large dollar maintenance tasks (roof, painting) completed on City owned buildings.

Vehicle Replacement Fund – Established to provide for the replacement of vehicles.

Equipment Replacement Fund – Established to provide for the replacement of computers and equipment.

Employee Benefits Fund – This fund is utilized for the payment of retiree benefits, unemployment insurance, accumulated leave requirements and other negotiated benefits not tied to a specific department.

Liability Insurance Fund – Established to maintain sufficient reserves for outstanding claims. All costs associated with liability premiums are paid from this fund.

Workers' Compensation Fund – Established to maintain sufficient reserves for injury claims. All costs associated with workers compensation, including safety training, wellness programs, claim expenses and insurance premiums are paid from this fund.

Dental Insurance Fund – Set up to maintain sufficient reserves for dental claims. All costs associated with dental claims and administrations are paid from this fund.

Employee Retirement Fund – Established to maintain sufficient reserves to fund debt service payments on the 2010 Taxable Pension Obligation Bonds and other pension related obligations.

OPEB/Retiree Medical Fund – Established to account for activities related to the funding, administration and procurement of retiree medical benefits.

Radio Replacement Fund – Established to meet radio system operating costs, capital acquisition and replacement, and operating lease obligations for the Public Works, Fire, Community Development and Police Departments. The Marin Emergency Radio Authority (MERA) is a countywide JPA that has taken the roll in procurement and installation of a new digital radio system. This fund supports San Rafael's portion of the MERA efforts and related contractual obligations.

Telephone Replacement Fund – Established to provide ongoing support services for telephone equipment and usage throughout the organization.

Sewer Maintenance Fund – Established to record both the cost of providing services to the San Rafael Sanitation District and the charges for those services.

CITY OF SAN RAFAEL
INTERNAL SERVICE FUNDS
COMBINING STATEMENTS OF NET POSITION
JUNE 30, 2022

	<u>Building Maintenance</u>	<u>Vehicle Replacement</u>	<u>Equipment Replacement</u>	<u>Employee Benefits</u>	<u>Liability Insurance</u>
ASSETS					
Current Assets:					
Cash and investments	\$3,394,947	\$6,359,927	\$6,082,097	\$850,642	\$5,669,702
Grants receivable	18,165				
Prepaid expenses			4,460		
Capital assets:					
Nondepreciable assets	886,508	23,238			
Depreciable assets, net	<u>5,658,343</u>	<u>5,016,452</u>	<u>121,844</u>		
Total Assets	<u>9,957,963</u>	<u>11,399,617</u>	<u>6,208,401</u>	<u>850,642</u>	<u>5,669,702</u>
LIABILITIES					
Current Liabilities:					
Accounts payable	50,850	23,238	90,845	5,535	
Claims payable - due in one year					1,057,147
Long-term debt - due in one year	21,755				
Non-current Liabilities:					
Claims payable - due in more than one year					3,639,357
Long-term debt - due in more than one year	<u>143,217</u>				
Total Liabilities	<u>215,822</u>	<u>23,238</u>	<u>90,845</u>	<u>5,535</u>	<u>4,696,504</u>
NET POSITION:					
Net investment in capital assets	6,379,879	5,039,690	121,844		
Unrestricted	<u>3,362,262</u>	<u>6,336,689</u>	<u>5,995,712</u>	<u>845,107</u>	<u>973,198</u>
Total Net Position	<u>\$9,742,141</u>	<u>\$11,376,379</u>	<u>\$6,117,556</u>	<u>\$845,107</u>	<u>\$973,198</u>

<u>Workers' Compensation</u>	<u>Dental Insurance</u>	<u>Employee Retirement</u>	<u>OPEB/ Retiree Medical</u>	<u>Radio Replacement</u>	<u>Telephone Replacement</u>	<u>Sewer Maintenance</u>	<u>Total</u>
\$12,191,263	\$440,432	\$2,015,909	\$388,642	\$328,898	\$214,864	\$239,738	\$38,177,061 18,165 4,460
							909,746 10,796,639
<u>12,191,263</u>	<u>440,432</u>	<u>2,015,909</u>	<u>388,642</u>	<u>328,898</u>	<u>214,864</u>	<u>239,738</u>	<u>49,906,071</u>
3,216 1,744,875	7,410		33,406		31,001	239,738	485,239 2,802,022 21,755
9,160,343							12,799,700 143,217
<u>10,908,434</u>	<u>7,410</u>		<u>33,406</u>		<u>31,001</u>	<u>239,738</u>	<u>16,251,933</u>
<u>1,282,829</u>	<u>433,022</u>	<u>2,015,909</u>	<u>355,236</u>	<u>328,898</u>	<u>183,863</u>		11,541,413 22,112,725
<u>\$1,282,829</u>	<u>\$433,022</u>	<u>\$2,015,909</u>	<u>\$355,236</u>	<u>\$328,898</u>	<u>\$183,863</u>		<u>\$33,654,138</u>

CITY OF SAN RAFAEL
INTERNAL SERVICE FUNDS
COMBINING STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
FOR THE YEAR ENDED JUNE 30, 2022

	<u>Building Maintenance</u>	<u>Vehicle Replacement</u>	<u>Equipment Replacement</u>	<u>Employee Benefits</u>	<u>Liability Insurance</u>
OPERATING REVENUES					
Charges for current services	\$2,500,000	\$2,709,458	\$3,391,158	\$1,849,465	\$2,364,880
Intergovernmental	43,423				
Other operating revenues					1,500
Total Operating Revenues	<u>2,543,423</u>	<u>2,709,458</u>	<u>3,391,158</u>	<u>1,849,465</u>	<u>2,366,380</u>
OPERATING EXPENSES					
Personnel				823,105	241,792
Insurance premiums and claims					2,433,183
Maintenance and repairs	225,381	17,132			
General and administrative	54,102		1,897,508	338,070	101,800
Depreciation expense	293,708	980,946	67,391		
Total Operating Expenses	<u>573,191</u>	<u>998,078</u>	<u>1,964,899</u>	<u>1,161,175</u>	<u>2,776,775</u>
Operating Income (Loss)	<u>1,970,232</u>	<u>1,711,380</u>	<u>1,426,259</u>	<u>688,290</u>	<u>(410,395)</u>
NONOPERATING REVENUES (EXPENSES)					
Investment income	13,810	33,451	36,694	10,215	37,948
Miscellaneous revenues		27,808			
Gain from sale of capital assets		33,698			
Loss from disposal of capital assets			(39,007)		
Total Nonoperating Revenues (Expenses)	<u>13,810</u>	<u>94,957</u>	<u>(2,313)</u>	<u>10,215</u>	<u>37,948</u>
Net income (loss) before contributions and transfers	<u>1,984,042</u>	<u>1,806,337</u>	<u>1,423,946</u>	<u>698,505</u>	<u>(372,447)</u>
TRANSFERS OUT					
Change in Net Position	<u>1,984,042</u>	<u>1,806,337</u>	<u>1,301,946</u>	<u>698,505</u>	<u>(372,447)</u>
NET POSITION, BEGINNING OF YEAR	<u>7,758,099</u>	<u>9,570,042</u>	<u>4,815,610</u>	<u>146,602</u>	<u>1,345,645</u>
NET POSITION, END OF YEAR	<u>\$9,742,141</u>	<u>\$11,376,379</u>	<u>\$6,117,556</u>	<u>\$845,107</u>	<u>\$973,198</u>

<u>Workers' Compensation</u>	<u>Dental Insurance</u>	<u>Employee Retirement</u>	<u>OPEB/ Retiree Medical</u>	<u>Radio Replacement</u>	<u>Telephone Replacement</u>	<u>Sewer Maintenance</u>	<u>Total</u>
\$4,553,295	\$456,968		\$1,780,000	\$713,526	\$479,464	\$2,889,223	\$23,687,437
			881,190				43,423
							882,690
<u>4,553,295</u>	<u>456,968</u>		<u>2,661,190</u>	<u>713,526</u>	<u>479,464</u>	<u>2,889,223</u>	<u>24,613,550</u>
175,795						2,783,793	4,024,485
3,972,017	343,787		3,445,837				10,194,824
					64,143		306,656
195,209	44,325	\$2,000		388,993	587,315	107,815	3,717,137
							1,342,045
<u>4,343,021</u>	<u>388,112</u>	<u>2,000</u>	<u>3,445,837</u>	<u>388,993</u>	<u>651,458</u>	<u>2,891,608</u>	<u>19,585,147</u>
210,274	68,856	(2,000)	(784,647)	324,533	(171,994)	(2,385)	5,028,403
74,962	3,194	18,292			2,020		230,586
						2,385	30,193
							33,698
							(39,007)
<u>74,962</u>	<u>3,194</u>	<u>18,292</u>			<u>2,020</u>	<u>2,385</u>	<u>255,470</u>
285,236	72,050	16,292	(784,647)	324,533	(169,974)		5,283,873
		(683,813)					(805,813)
285,236	72,050	(667,521)	(784,647)	324,533	(169,974)		4,478,060
997,593	360,972	2,683,430	1,139,883	4,365	353,837		29,176,078
<u>\$1,282,829</u>	<u>\$433,022</u>	<u>\$2,015,909</u>	<u>\$355,236</u>	<u>\$328,898</u>	<u>\$183,863</u>		<u>\$33,654,138</u>

CITY OF SAN RAFAEL
INTERNAL SERVICE FUNDS
COMBINING STATEMENTS OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2022

	Building Maintenance	Vehicle Replacement	Equipment Replacement	Employee Benefits	Liability Insurance
CASH FLOWS FROM OPERATING ACTIVITIES					
Cash received from customers/other funds	\$2,544,962	\$2,709,458	\$3,391,158	\$1,849,465	\$2,364,880
Cash payments to suppliers for goods and services	(291,183)	(54,281)	(2,058,180)	(361,029)	(1,887,661)
Cash payments to employees for salaries and benefits				(823,105)	(241,792)
Other operating revenues					1,500
Cash Flows from Operating Activities	2,253,779	2,655,177	1,332,978	665,331	236,927
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES					
Miscellaneous revenues		27,808			
Interfund payments			(122,000)		
Cash Flows from Noncapital Financing Activities		27,808	(122,000)		
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES					
Proceeds from note payable	174,036				
Payment on note payable	(9,064)				
Acquisition and construction of capital assets	(539,862)	(156,141)			
Proceeds from sale of property		46,401			
Cash Flows from Investing Activities	(374,890)	(109,740)			
CASH FLOWS FROM INVESTING ACTIVITIES					
Interest received	13,810	33,451	36,694	10,215	37,948
Cash Flows from Investing Activities	13,810	33,451	36,694	10,215	37,948
Net increase (decrease) in cash and cash equivalents	1,892,699	2,606,696	1,247,672	675,546	274,875
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	1,502,248	3,753,231	4,834,425	175,096	5,394,827
CASH AND CASH EQUIVALENTS, END OF YEAR	\$3,394,947	\$6,359,927	\$6,082,097	\$850,642	\$5,669,702
Reconciliation of operating income (loss) to net cash provided by operating activities:					
Operating income (loss)	\$1,970,232	\$1,711,380	\$1,426,259	\$688,290	(\$410,395)
Adjustments to reconcile operating income to cash flows from operating activities:					
Depreciation	293,708	980,946	67,391		
Net change in assets and liabilities:					
Grants receivable	1,539				
Prepays			(4,460)		
Accounts payable	(11,700)	(37,149)	(156,212)	(22,959)	(7,975)
Claims payable					655,297
Net Cash Provided by (Used in) Operating Activities	\$2,253,779	\$2,655,177	\$1,332,978	\$665,331	\$236,927
NON-CASH TRANSACTIONS:					
Retirement of capital assets		(\$12,703)	(\$39,007)		

<u>Workers'</u>	<u>Dental</u>	<u>Employee</u>	<u>OPEB/ Employee</u>	<u>Radio</u>	<u>Telephone</u>	<u>Sewer</u>	<u>Total</u>
<u>Compensation</u>	<u>Insurance</u>	<u>Retirement</u>	<u>Retirement</u>	<u>Replacement</u>	<u>Replacement</u>	<u>Maintenance</u>	
\$4,553,295	\$456,968		\$1,780,000	\$713,526	\$479,464	\$2,889,223	\$23,732,399
(1,487,180)	(384,244)	(\$2,000)	(3,438,270)	(388,993)	(635,702)	(2,727,750)	(13,716,473)
(175,795)			881,190				(1,240,692)
							882,690
<u>2,890,320</u>	<u>72,724</u>	<u>(2,000)</u>	<u>(777,080)</u>	<u>324,533</u>	<u>(156,238)</u>	<u>161,473</u>	<u>9,657,924</u>
						2,385	30,193
		(683,813)					(805,813)
		(683,813)				2,385	(775,620)
							174,036
							(9,064)
							(696,003)
							46,401
							(484,630)
<u>74,962</u>	<u>3,194</u>	<u>18,292</u>			<u>2,020</u>		<u>230,586</u>
<u>74,962</u>	<u>3,194</u>	<u>18,292</u>			<u>2,020</u>		<u>230,586</u>
<u>2,965,282</u>	<u>75,918</u>	<u>(667,521)</u>	<u>(777,080)</u>	<u>324,533</u>	<u>(154,218)</u>	<u>163,858</u>	<u>8,628,260</u>
<u>9,225,981</u>	<u>364,514</u>	<u>2,683,430</u>	<u>1,165,722</u>	<u>4,365</u>	<u>369,082</u>	<u>75,880</u>	<u>29,548,801</u>
<u>\$12,191,263</u>	<u>\$440,432</u>	<u>\$2,015,909</u>	<u>\$388,642</u>	<u>\$328,898</u>	<u>\$214,864</u>	<u>\$239,738</u>	<u>\$38,177,061</u>
\$210,274	\$68,856	(\$2,000)	(\$784,647)	\$324,533	(\$171,994)	(\$2,385)	\$5,028,403
							1,342,045
							1,539
							(4,460)
2,524	3,868		7,567		15,756	163,858	(42,422)
<u>2,677,522</u>							<u>3,332,819</u>
<u>\$2,890,320</u>	<u>\$72,724</u>	<u>(2,000)</u>	<u>(777,080)</u>	<u>\$324,533</u>	<u>(\$156,238)</u>	<u>\$161,473</u>	<u>\$9,657,924</u>
							(51,710)





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STATISTICAL SECTION



STATISTICAL SECTION

This part of the City's Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health. In contrast to the financial section, the statistical section information is not subject to independent audit.

Financial Trends

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time:

1. Net Position by Component
2. Changes in Net Position
3. Fund Balances of Governmental Funds
4. Changes in Fund Balance of Governmental Funds

Revenue Capacity

These schedules contain information to help the reader assess the City's most significant local revenue source, the property tax:

1. Assessed and Estimated Actual Value of Taxable Property
2. Property Tax Rates, All Overlapping Governments
3. Property Tax Rates, Direct & Overlapping Governments
4. Principal Property Taxpayers
5. Property Tax Levies and Collections

Debt Capacity

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future:

1. Ratio of Outstanding Debt by Type
2. Computation of Direct and Overlapping Debt
3. Computation of Legal Bonded Debt Margin
4. Revenue Bond Coverage Parking Facility

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place:

1. Demographic and Economic Statistics
2. Principal Employers

Operating Information

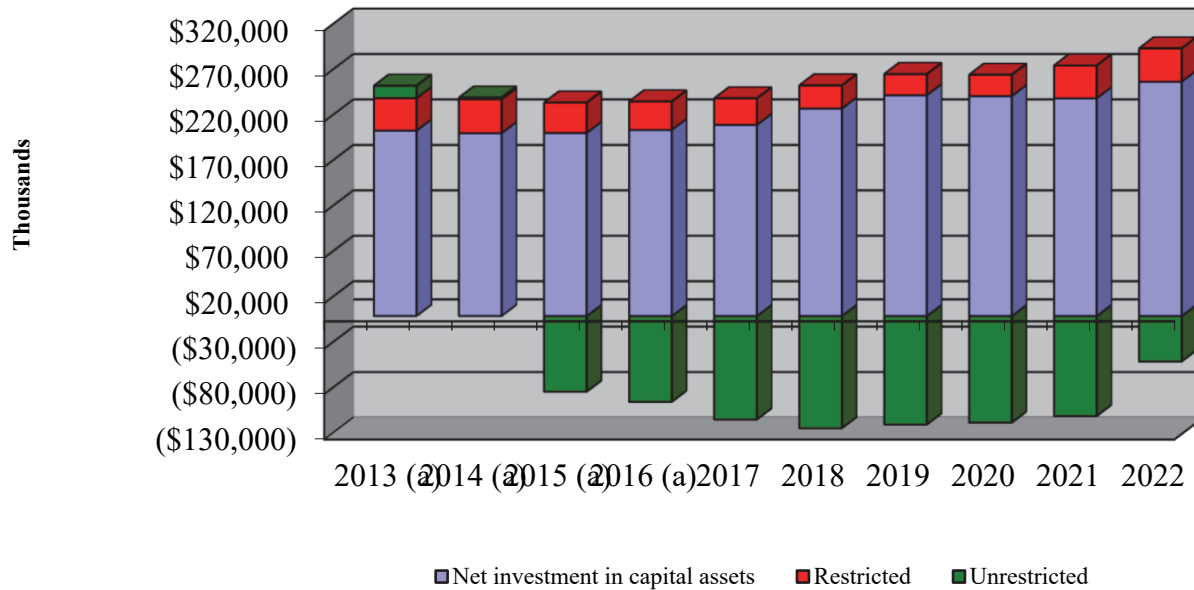
These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs:

1. Full-Time Equivalent City Government Employees by Function
2. Operating Indicators by Function/Program
3. Capital Asset Statistics by Function/Program

Sources

Unless otherwise noted, the information in these schedules is derived from the Annual Comprehensive Financial Reports for the relevant year.

**CITY OF SAN RAFAEL
NET POSITION BY COMPONENT
Last Ten Fiscal Years
(accrual basis of accounting)**



	Fiscal Year Ended June 30,			
	2013 (a)	2014 (a)	2015 (a)	2016 (a)
Governmental activities				
Net investment in capital assets	\$193,222,791	\$190,286,275	\$190,621,085	\$193,707,175
Restricted	35,780,412	37,339,141	33,389,224	31,286,725
Unrestricted	11,151,318	(196,824)	(82,336,534)	(93,273,480)
Total governmental activities net position	<u>\$240,154,521</u>	<u>\$227,428,592</u>	<u>\$141,673,775</u>	<u>\$131,720,420</u>
Business-type activities				
Net investment in capital assets	\$10,670,190	\$10,786,591	\$10,744,952	\$10,958,058
Unrestricted	2,501,498	2,049,957	(938,519)	(1,136,050)
Total business-type activities net position	<u>\$13,171,688</u>	<u>\$12,836,548</u>	<u>\$9,806,433</u>	<u>\$9,822,008</u>
Primary government				
Net investment in capital assets	\$203,892,981	\$201,072,866	\$201,366,037	\$204,665,233
Restricted	35,780,412	37,339,141	33,389,224	31,286,725
Unrestricted	13,652,816	1,853,133	(83,275,053)	(94,409,530)
Total primary government net position	<u>\$253,326,209</u>	<u>\$240,265,140</u>	<u>\$151,480,208</u>	<u>\$141,542,428</u>

(a) The City adjusted certain beginning balances during fiscal years 2013-2014, 2014-2015 and 2016-2017. Financial data shown for preceding years were not adjusted for the presentation.

<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
\$199,202,842	\$217,170,376	\$231,844,210	\$230,737,025	\$228,252,998	\$246,437,706
29,225,643	25,549,583	23,288,874	23,522,748	36,175,158	36,668,766
<u>(112,913,181)</u>	<u>(122,577,233)</u>	<u>(118,215,177)</u>	<u>(116,133,437)</u>	<u>(107,929,957)</u>	<u>(48,883,395)</u>
<u>\$115,515,304</u>	<u>\$120,142,726</u>	<u>\$136,917,907</u>	<u>\$138,126,336</u>	<u>\$156,498,199</u>	<u>\$234,223,077</u>
\$10,968,642	\$10,951,518	\$11,023,426	\$11,104,751	\$11,174,601	\$11,256,222
<u>(871,620)</u>	<u>(886,848)</u>	<u>(1,180,121)</u>	<u>(1,204,307)</u>	<u>(2,205,300)</u>	<u>(1,189,003)</u>
<u>\$10,097,022</u>	<u>\$10,064,670</u>	<u>\$9,843,305</u>	<u>\$9,900,444</u>	<u>\$8,969,301</u>	<u>\$10,067,219</u>
\$210,171,484	\$228,121,894	\$242,867,636	\$241,841,776	\$239,427,599	\$257,693,928
29,225,643	25,549,583	23,288,874	23,522,748	36,175,158	36,668,766
<u>(113,784,801)</u>	<u>(123,464,081)</u>	<u>(119,395,298)</u>	<u>(117,337,744)</u>	<u>(110,135,257)</u>	<u>(50,072,398)</u>
<u>\$125,612,326</u>	<u>\$130,207,396</u>	<u>\$146,761,212</u>	<u>\$148,026,780</u>	<u>\$165,467,500</u>	<u>\$244,290,296</u>

**CITY OF SAN RAFAEL
CHANGES IN NET POSITION
Last Ten Fiscal Years
(Accrual Basis of Accounting)**

	Fiscal Year Ended June 30,			
	2013	2014	2015	2016
Expenses				
Governmental Activities:				
General government	\$10,202,530	\$9,085,672	\$9,099,858	\$12,952,983
Public safety	41,966,065	43,800,158	39,968,631	55,399,798
Public works and parks	17,695,164	22,125,336	16,893,164	22,929,289
Community development	3,403,158	3,451,244	3,128,373	4,307,269
Culture and recreation	11,330,058	11,846,818	11,198,151	15,026,680
Interest on long-term debt and fiscal charges	283,805	327,350	284,288	277,263
Total Governmental Activities Expenses	<u>84,880,780</u>	<u>90,636,578</u>	<u>80,572,465</u>	<u>110,893,282</u>
Business-Type Activities:				
Parking services	3,545,387	4,125,476	4,249,597	4,762,851
Total Business-Type Activities Expenses	<u>3,545,387</u>	<u>4,125,476</u>	<u>4,249,597</u>	<u>4,762,851</u>
Total Primary Government Expenses	<u>\$88,426,167</u>	<u>\$94,762,054</u>	<u>\$84,822,062</u>	<u>\$115,656,133</u>
Component Unit:				
San Rafael Sanitation District	<u>\$10,169,082</u>	<u>\$11,378,055</u>	<u>\$11,375,239</u>	<u>\$11,654,767</u>
Program Revenues				
Governmental Activities:				
Charges for services:				
General government	\$2,655,749	\$2,838,940	\$1,379,523	\$526,495
Public safety	6,478,321	6,014,034	4,966,251	4,939,658
Public works and parks	7,837,472	6,101,460	3,078,267	5,157,289
Community development	3,984,204	3,279,251	3,796,684	4,004,178
Culture and recreation	6,075,129	6,417,003	6,537,646	6,683,059
Operating grants and contributions	4,085,073	4,698,142	4,185,450	4,678,338
Capital grants and contributions	5,876,993	762,719	1,308,027	1,470,953
Total Government Activities Program Revenues	<u>36,992,941</u>	<u>30,111,549</u>	<u>25,251,848</u>	<u>27,459,970</u>
Business-Type Activities:				
Charges for services:				
Parking services	3,990,706	4,485,394	5,173,557	5,212,181
Total Business-Type Activities Program Revenues	<u>3,990,706</u>	<u>4,485,394</u>	<u>5,173,557</u>	<u>5,212,181</u>
Total Primary Government Program Revenues	<u>\$40,983,647</u>	<u>\$34,596,943</u>	<u>\$30,425,405</u>	<u>\$32,672,151</u>
Component Unit:				
San Rafael Sanitation District				
Charges for service	\$12,413,123	\$13,732,496	\$14,629,758	\$15,414,530
Operating grants and contributions				
Capital grants and contributions				
Total Component Unit Program Revenues	<u>\$12,413,123</u>	<u>\$13,732,496</u>	<u>\$14,629,758</u>	<u>\$15,414,530</u>
Net (Expense)/Revenue				
Governmental Activities	(\$47,887,839)	(\$60,525,029)	(\$55,320,617)	(\$83,433,312)
Business-Type Activities	445,319	359,918	923,960	449,330
Total Primary Government Net Expense	<u>(\$47,442,520)</u>	<u>(\$60,165,111)</u>	<u>(\$54,396,657)</u>	<u>(\$82,983,982)</u>
Component Unit Activities	<u>\$2,244,041</u>	<u>\$2,354,441</u>	<u>\$3,254,519</u>	<u>\$3,862,215</u>

<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
\$10,996,269	\$9,835,941	\$11,967,641	\$15,629,601	\$12,254,642	\$10,458,884
44,366,734	53,231,197	49,899,296	50,000,809	54,736,561	34,379,474
19,845,719	22,084,433	19,270,613	21,661,442	20,749,666	14,030,717
4,242,743	4,040,195	5,781,826	5,314,692	5,804,134	2,835,173
14,131,000	13,285,563	12,819,429	11,828,353	10,619,181	7,430,968
271,263	884,336	1,848,263	1,974,834	1,935,532	2,004,572
<u>93,853,728</u>	<u>103,361,665</u>	<u>101,587,068</u>	<u>106,409,731</u>	<u>106,099,716</u>	<u>71,139,788</u>
<u>4,188,152</u>	<u>4,627,716</u>	<u>5,038,553</u>	<u>4,491,375</u>	<u>3,748,667</u>	<u>2,226,556</u>
<u>4,188,152</u>	<u>4,627,716</u>	<u>5,038,553</u>	<u>4,491,375</u>	<u>3,748,667</u>	<u>2,226,556</u>
<u>\$98,041,880</u>	<u>\$107,989,381</u>	<u>\$106,625,621</u>	<u>\$110,901,106</u>	<u>\$109,848,383</u>	<u>\$73,366,344</u>
<u>\$11,255,194</u>	<u>\$12,235,868</u>	<u>\$12,601,257</u>	<u>\$13,853,263</u>	<u>\$13,790,905</u>	<u>\$12,892,687</u>
\$421,393	\$517,542	\$377,606	\$394,882	\$388,833	\$1,039,816
4,264,939	5,628,478	5,304,832	5,824,555	5,332,486	6,302,852
1,804,698	2,362,375	4,158,338	3,082,495	2,719,148	2,996,881
3,850,107	3,814,892	4,312,259	5,470,010	8,390,282	4,493,292
6,941,013	6,819,303	5,750,846	4,370,442	2,932,869	4,105,520
3,965,351	5,142,670	4,584,855	5,545,731	5,132,596	22,520,880
1,702,993	974,603	8,042,524	1,348,640	8,718,764	9,867,883
<u>22,950,494</u>	<u>25,259,863</u>	<u>32,531,260</u>	<u>26,036,755</u>	<u>33,614,978</u>	<u>51,327,124</u>
<u>5,268,991</u>	<u>5,203,585</u>	<u>5,362,016</u>	<u>5,063,318</u>	<u>3,351,864</u>	<u>3,836,881</u>
<u>5,268,991</u>	<u>5,203,585</u>	<u>5,362,016</u>	<u>5,063,318</u>	<u>3,351,864</u>	<u>3,836,881</u>
<u>\$28,219,485</u>	<u>\$30,463,448</u>	<u>\$37,893,276</u>	<u>\$31,100,073</u>	<u>\$36,966,842</u>	<u>\$55,164,005</u>
\$16,014,016	\$16,829,908	\$16,964,083	\$16,874,361	\$16,945,721	\$16,458,113
36,945	58,440	5,907	5,719	5,609	5,568
79,245	105,734	1,433,871	175,217	277,752	517,752
<u>\$16,130,206</u>	<u>\$16,994,082</u>	<u>\$18,403,861</u>	<u>\$17,055,297</u>	<u>\$17,229,082</u>	<u>\$16,981,433</u>
(\$70,903,234)	(\$78,101,802)	(\$69,055,808)	(\$80,372,976)	(\$72,484,738)	(\$19,812,664)
1,080,839	575,869	323,463	571,943	(396,803)	1,610,325
<u>(\$69,822,395)</u>	<u>(\$77,525,933)</u>	<u>(\$68,732,345)</u>	<u>(\$79,801,033)</u>	<u>(\$72,881,541)</u>	<u>(\$18,202,339)</u>
<u>\$4,875,012</u>	<u>\$4,758,214</u>	<u>\$5,802,604</u>	<u>\$3,202,034</u>	<u>\$3,438,177</u>	<u>\$4,088,746</u>

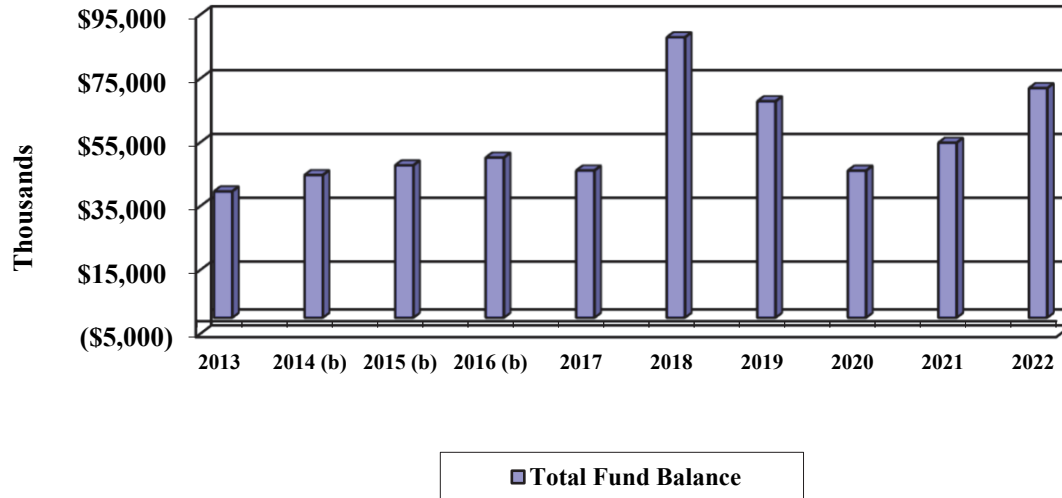
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CITY OF SAN RAFAEL
CHANGES IN NET POSITION
(continued)
Last Ten Fiscal Years
(Accrual Basis of Accounting)

	Fiscal Year Ended June 30,			
	2013	2014	2015	2016
General Revenues and Other Changes in Net Position				
Governmental Activities:				
Taxes:				
Property	\$17,317,772	\$18,439,619	\$19,039,443	\$19,998,567
Sales	24,262,282	27,758,971	32,269,915	34,348,089
Paramedic	3,804,985	3,816,070	3,820,240	4,226,020
Transient occupancy	2,185,287	2,332,277	2,661,878	3,063,263
Franchise	3,331,160	3,260,958	3,272,390	3,418,277
Business license	2,507,785	2,588,728	2,670,071	2,824,664
Other	2,929,915	3,452,171	3,295,751	3,465,193
Investment earnings	991,762	184,171	216,066	300,091
Gain (loss) from sale of capital assets				
Miscellaneous	2,580,882	1,140,743	2,254,901	1,387,315
Transfers	423,817	449,917	432,630	448,478
Total Government Activities	60,335,647	63,423,625	69,933,285	73,479,957
Business-Type Activities:				
Investment earnings	3,739	4,375	7,008	14,723
Gain (loss) from sale of capital assets				
Transfers	(423,817)	(449,917)	(432,630)	(448,478)
Total Business-Type Activities	(420,078)	(445,542)	(425,622)	(433,755)
Total Primary Government	\$59,915,569	\$62,978,083	\$69,507,663	\$73,046,202
Component Unit:				
San Rafael Sanitation District				
Property Taxes	\$1,177,469	\$1,345,018	\$1,319,852	\$1,367,172
Investment earnings	25,591	151,729	171,804	46,225
Miscellaneous				
Aid from other governmental agencies	56,589	22,125	35,090	
Total Component Unit	\$1,259,649	\$1,518,872	\$1,526,746	\$1,413,397
Special Item				
Governmental Activities			\$4,462,815	
Component Unit Activities			(\$4,462,815)	
Change in Net Position				
Governmental Activities	\$12,447,808	\$2,898,596	\$19,075,483	(\$9,953,355)
Business-Type Activities	25,241	(85,624)	498,338	15,575
Total Primary Government	\$12,473,049	\$2,812,972	\$19,573,821	(\$9,937,780)
Change in Net Position				
Component Unit Activities	\$3,503,690	\$3,873,313	\$318,450	\$5,275,612

<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
\$23,343,140	\$24,627,373	\$25,903,240	\$26,491,505	\$30,993,516	\$32,324,129
31,819,259	34,119,502	35,626,646	33,784,770	39,599,113	44,110,471
5,485,637	4,923,148	4,934,584	4,923,092	5,153,448	5,109,836
2,984,758	3,115,151	3,203,499	2,410,745	1,797,578	2,976,234
3,610,824	3,726,841	3,627,254	4,029,050	3,973,806	4,209,979
2,774,803	2,790,212	2,788,496	2,824,722	2,575,341	2,645,636
1,824,830	2,245,882	1,783,170	2,152,617	2,996,950	3,108,543
210,628	556,745	1,450,434	1,907,591	388,645	(1,424,183)
				26,784	989,991
2,448,604	5,991,713	5,904,968	2,470,926	2,813,015	2,965,697
536,000	632,657	608,698	586,387	538,405	521,209
<u>75,038,483</u>	<u>82,729,224</u>	<u>85,830,989</u>	<u>81,581,405</u>	<u>90,856,601</u>	<u>97,537,542</u>
10,810	24,436	63,870	71,583	4,065	8,802
<u>(536,000)</u>	<u>(632,657)</u>	<u>(608,698)</u>	<u>(586,387)</u>	<u>(538,405)</u>	<u>(521,209)</u>
<u>(525,190)</u>	<u>(608,221)</u>	<u>(544,828)</u>	<u>(514,804)</u>	<u>(534,340)</u>	<u>(512,407)</u>
<u>\$74,513,293</u>	<u>\$82,121,003</u>	<u>\$85,286,161</u>	<u>\$81,066,601</u>	<u>\$90,322,261</u>	<u>\$97,025,135</u>
\$1,528,047	\$1,620,584	\$1,727,221	\$1,833,137	\$1,888,197	\$2,086,682
97,090	234,379	519,793	876,369	48,614	(406,535)
	10,690	7,768	489		
<u>\$1,625,137</u>	<u>\$1,865,653</u>	<u>\$2,254,782</u>	<u>\$2,709,995</u>	<u>\$1,936,811</u>	<u>\$1,680,147</u>
\$4,135,249	\$4,627,422	\$16,775,181	\$1,208,429	\$18,371,863	\$77,724,878
555,649	(32,352)	(221,365)	57,139	(931,143)	1,097,918
<u>\$4,690,898</u>	<u>\$4,595,070</u>	<u>\$16,553,816</u>	<u>\$1,265,568</u>	<u>\$17,440,720</u>	<u>\$78,822,796</u>
<u>\$6,500,149</u>	<u>\$6,623,867</u>	<u>\$8,057,386</u>	<u>\$5,912,029</u>	<u>\$5,374,988</u>	<u>\$5,768,893</u>

**CITY SAN RAFAEL
FUND BALANCES OF GOVERNMENTAL FUNDS
Last Ten Fiscal Years
(Modified Accrual Basis of Accounting)**



	Fiscal Year Ended June 30,			
	2013	2014 (b)	2015 (b)	2016 (b)
General Fund				
Nonspendable	\$527,235	\$503,338	\$399,299	\$476,316
Restricted				
Committed	800,876			
Assigned	2,476,676	6,866,149	12,374,002	16,440,910
Unassigned			1,588,500	1,772,577
Total General Fund	\$3,804,787	\$7,369,487	\$14,361,801	\$18,689,803
All Other Governmental Funds				
Nonspendable	\$51,521	\$8,719	\$2,359	\$9,449
Restricted	20,769,546	30,185,064	31,742,184	27,552,245
Committed	8,447,495	2,185,825	931,871	3,799,421
Assigned	6,511,850	4,959,533	712,810	119,183
Unassigned				
Total all other governmental funds	\$35,780,412	\$37,339,141	\$33,389,224	\$31,480,298

(a) The change in total fund balance for the General Fund and other governmental funds is explained in Management's Discussion and Analysis.

(b) The City adjusted certain beginning balances during fiscal years 2013-2014, 2014-2015 and 2015-2016. Financial data shown for preceding years were not adjusted for the presentation.

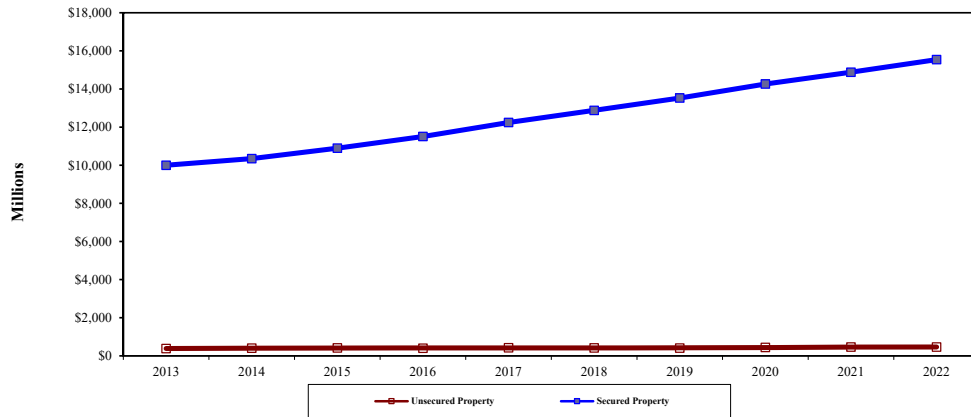
<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	(a)
\$508,446	\$1,008,234	\$37,271	\$7,540	\$377,861	\$95,279	
14,900,945	11,214,720	11,391,084	9,799,140	8,321,000	9,415,000	
1,295,041		1,104,216		7,226,153	24,270,840	
<u>\$16,704,432</u>	<u>\$12,222,954</u>	<u>\$12,532,571</u>	<u>\$9,806,680</u>	<u>\$16,845,899</u>	<u>\$33,781,119</u>	
\$25,812,405	\$302,366	\$27,627	\$7,813	\$36,043,515	\$89,761	
3,491,708	73,489,688	53,260,504	34,288,302	1,831,036	36,443,519	
115,103	1,754,983	1,901,271	1,884,153	116,842	1,514,355	
	115,942	118,139	120,920		117,755	
			(11,118)			
<u>\$29,419,216</u>	<u>\$75,662,979</u>	<u>\$55,307,541</u>	<u>\$36,290,070</u>	<u>\$37,991,393</u>	<u>\$38,165,390</u>	

CITY OF SAN RAFAEL
CHANGES IN FUND BALANCE OF GOVERNMENTAL FUNDS
Last Ten Fiscal Years
(Modified Accrual Basis of Accounting)

	Fiscal Year Ended June 30,			
	2013	2014	2015	2016
Revenues				
Taxes and special assessments	\$51,549,306	\$56,686,142	\$61,804,228	\$65,866,218
Licenses and permits	1,929,387	1,934,755	2,456,820	2,588,411
Fines and forfeitures	734,005	669,553	556,076	435,829
Use of money and properties	325,043	363,089	444,757	460,206
Intergovernmental	11,869,889	11,953,308	13,233,503	13,685,003
Charges for services	23,575,374	19,949,333	15,346,794	14,366,744
Other revenue	4,092,411	2,045,407	1,777,003	3,208,749
Total Revenues	<u>94,075,415</u>	<u>93,601,587</u>	<u>95,619,181</u>	<u>100,611,160</u>
Expenditures				
Current:				
General government	10,529,480	8,678,833	10,203,687	11,349,079
Public safety	41,377,062	41,900,762	43,954,515	47,071,166
Public works and parks	12,002,448	13,697,957	12,758,643	14,390,699
Community development	2,961,275	3,296,375	3,416,859	3,670,108
Culture and recreation	10,591,057	11,106,367	11,616,777	12,048,104
Capital outlay	4,009,454	2,154,900	4,498,924	4,813,757
Capital improvement/special projects	5,284,720	7,168,776	2,186,986	4,826,576
Debt service:				
Principal		208,642	75,172	75,172
Interest and fiscal charges	283,805	327,350	284,288	277,263
Total Expenditures	<u>87,039,301</u>	<u>88,539,962</u>	<u>88,995,851</u>	<u>98,521,924</u>
Excess (deficiency) of revenues over (under) expenditures	<u>7,036,114</u>	<u>5,061,625</u>	<u>6,623,330</u>	<u>2,089,236</u>
Other Financing Sources (Uses)				
Issuance of debt				
Proceeds from PG&E loans		568,481		
Proceeds from sale of capital assets				
Transfers in	8,425,474	3,655,302	4,348,149	7,533,364
Transfers (out)	<u>(6,711,657)</u>	<u>(3,053,865)</u>	<u>(3,051,499)</u>	<u>(6,582,555)</u>
Total other financing sources (uses)	<u>1,713,817</u>	<u>1,169,918</u>	<u>1,296,650</u>	<u>950,809</u>
Extraordinary Item				
Transfer to Successor Agency	<u>(2,352,584)</u>			
Net Change in fund balances	<u>\$6,397,347</u>	<u>\$6,231,543</u>	<u>\$7,919,980</u>	<u>\$3,040,045</u>
Debt service as a percentage of noncapital expenditures	0.4%	0.7%	0.4%	0.4%

<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
\$71,166,891	\$74,893,789	\$77,101,185	\$76,410,697	\$86,347,728	\$93,604,982
2,559,841	2,718,166	2,661,500	3,047,144	3,000,666	3,077,355
400,283	384,268	337,680	350,388	219,030	296,300
349,349	654,531	1,583,060	1,537,869	667,104	(1,597,714)
8,063,156	8,878,974	15,602,264	9,287,181	16,859,749	34,239,157
13,425,161	14,660,094	15,166,876	13,834,843	15,065,363	13,315,014
1,842,053	5,219,414	5,158,042	2,309,226	1,875,299	4,199,820
<u>97,806,734</u>	<u>107,409,236</u>	<u>117,610,607</u>	<u>106,777,348</u>	<u>124,034,939</u>	<u>147,134,914</u>
10,557,416	10,010,100	12,553,499	16,689,526	12,426,899	17,716,666
49,018,153	51,805,708	51,678,876	50,071,531	54,363,872	58,397,721
16,752,961	17,647,312	15,617,622	17,453,823	15,110,972	16,495,547
3,759,564	4,051,224	4,988,260	5,276,887	6,270,129	5,736,213
12,646,728	12,823,771	12,468,008	11,179,410	9,700,739	11,319,546
2,100,926	22,815,967	38,701,047	25,984,748	13,635,066	17,345,454
7,403,249					
175,172	280,172	495,172	618,316	2,563,711	2,829,057
271,263	1,005,636	2,356,207	2,482,778	2,443,476	2,512,515
<u>102,685,432</u>	<u>120,439,890</u>	<u>138,858,691</u>	<u>129,757,019</u>	<u>116,514,864</u>	<u>132,352,719</u>
<u>(4,878,698)</u>	<u>(13,030,654)</u>	<u>(21,248,084)</u>	<u>(22,979,671)</u>	<u>7,520,075</u>	<u>14,782,195</u>
	46,565,800		23,999		
					1,000,000
9,287,007	68,351,964	15,482,297	13,797,526	7,549,590	6,441,764
<u>(8,454,762)</u>	<u>(68,373,222)</u>	<u>(14,280,034)</u>	<u>(12,585,216)</u>	<u>(6,329,123)</u>	<u>(5,114,742)</u>
<u>832,245</u>	<u>46,544,542</u>	<u>1,202,263</u>	<u>1,236,309</u>	<u>1,220,467</u>	<u>2,327,022</u>
<u>(\$4,046,453)</u>	<u>\$33,513,888</u>	<u>(\$20,045,821)</u>	<u>(\$21,743,362)</u>	<u>\$8,740,542</u>	<u>\$17,109,217</u>
0.5%	1.3%	2.8%	3.0%	4.9%	4.6%

**CITY OF SAN RAFAEL
ASSESSED AND ESTIMATED ACTUAL
VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS**



Fiscal Year	Real Property				Total Real Secured Property	Unsecured Property	Total Assessed (a)	Estimated Full Market (a)	Total Direct Tax Rate (b)
	Residential Property	Commercial Property	Industrial Property	Other					
2013	\$ 7,265,617,525	\$ 1,987,170,644	\$ 245,917,096	\$ 115,453,836	\$ 9,614,159,101	\$ 384,534,108	\$ 9,998,693,209	\$ 9,998,693,209	0.17456%
2014	7,558,708,224	2,009,718,415	245,674,195	130,594,237	9,944,695,071	402,261,887	10,346,956,958	10,346,956,958	0.11985%
2015	7,991,224,952	2,120,065,908	249,864,918	115,675,852	10,476,831,630	417,217,272	10,894,048,902	10,894,048,902	0.11657%
2016	8,511,358,216	2,221,843,976	263,830,302	108,982,883	11,106,015,377	400,942,059	11,506,957,436	11,506,957,436	0.11672%
2017	9,025,896,811	2,390,814,514	267,468,956	135,689,202	11,819,869,483	423,545,667	12,243,415,150	12,243,415,150	0.11693%
2018	9,522,645,933	2,532,439,852	276,751,912	128,305,868	12,460,143,565	417,902,554	12,878,046,119	12,878,046,119	0.11709%
2019	10,042,494,232	2,681,917,170	285,601,803	107,472,477	13,117,485,682	409,129,431	13,526,615,113	13,526,615,113	0.11742%
2020	10,545,909,554	2,850,424,603	293,144,677	127,151,762	13,816,630,596	442,888,708	14,259,519,304	14,259,519,304	0.11724%
2021	11,011,781,157	2,956,073,592	305,080,963	143,953,920	14,416,889,632	460,690,899	14,877,580,531	14,877,580,531	0.11734%
2022	11,516,548,822	3,109,589,216	311,491,969	138,527,146	15,076,157,153	463,320,122	15,539,477,275	15,539,477,275	0.11734%

(a) The State Constitution requires property to be assessed at one hundred percent of the most recent purchase price, plus an increment of no more than two percent annually, plus any local over-rides. These values are considered to be full market values.

(b) California cities do not set their own direct tax rate. The state constitution establishes the rate at 1% and allocates a portion of that amount, by an annual calculation, to all the taxing entities within a tax rate area.

Data Source: Marin County Assessor 2012/13 - 2021/22 Combined Tax Rolls

**CITY OF SAN RAFAEL
PROPERTY TAX RATES
ALL OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS**

<u>Fiscal Year</u>	<u>City</u>	<u>County (1)</u>	<u>School Districts</u>	<u>Misc. Special Districts</u>	<u>Total</u>	<u>Total Direct Rate</u>
2013	0.154	0.295	0.7743	0.0461	1.2691	0.17456%
2014	0.154	0.295	0.7890	0.0461	1.2838	0.11985%
2015	0.154	0.295	0.7651	0.0461	1.2599	0.11657%
2016	0.154	0.295	0.7846	0.0695	1.3028	0.11672%
2017	0.154	0.295	0.8251	0.0553	1.3291	0.11693%
2018	0.154	0.295	0.8127	0.0661	1.3275	0.11709%
2019	0.154	0.295	0.8495	0.0650	1.3635	0.11742%
2020	0.154	0.295	0.8289	0.0635	1.3414	0.11724%
2021	0.154	0.295	0.8221	0.0678	1.3389	0.11734%
2022	0.154	0.295	0.7995	0.0678	1.3160	0.11734%

Notes:

(1) Like other cities, San Rafael includes several property tax rate areas with different rates. A mean average is indicated.

Data Source: Marin County Assessors Office 2012/13 - 2021/22 Tax Rate Tables

**CITY OF SAN RAFAEL
PROPERTY TAX RATES
DIRECT & OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS (RATE PER \$100 OF ASSESSED VALUE)**

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Basic Levy (1)	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000
Marin Community College Bonds	0.01780	0.02040	0.01800	0.01650	0.01420	0.03380	0.03390	0.02690	0.02650	0.02750
Marin Healthcare Bond	0.00000	0.00000	0.00000	0.02350	0.00930	0.02010	0.01900	0.01750	0.02180	0.02180
Miller Creek School Bonds	0.01540	0.01500	0.01470	0.04170	0.03830	0.02090	0.03450	0.03280	0.03030	0.01950
Ross Elementary School	0.06640	0.06570	0.06030	0.06150	0.06030	0.06190	0.06180	0.05710	0.05800	0.05760
Ross Valley School Bonds	0.06110	0.05960	0.05700	0.05550	0.05370	0.05680	0.05390	0.05270	0.05190	0.04870
San Rafael Elementary Bonds	0.02170	0.03320	0.02620	0.02570	0.05350	0.05030	0.07290	0.07050	0.06950	0.07400
San Rafael High Bonds	0.04960	0.05130	0.04850	0.04710	0.07100	0.05680	0.06170	0.06000	0.05830	0.04630
Tamalpais Union High School	0.03710	0.03860	0.03520	0.03130	0.02880	0.02690	0.02580	0.02390	0.02260	0.02060
Total Direct & Overlapping Tax Rates	1.26910	1.28380	1.25990	1.30280	1.32910	1.32750	1.36350	1.34140	1.33890	1.31600
City's Share of 1% Levy Per Prop 13	0.12313	0.12306	0.12233	0.12233	0.12233	0.12233	0.12232	0.12232	0.12231	0.12231
Total Direct Rate	0.17456	0.11985	0.11657	0.11672	0.11693	0.11709	0.11742	0.11724	0.11734	0.11734

Notes:

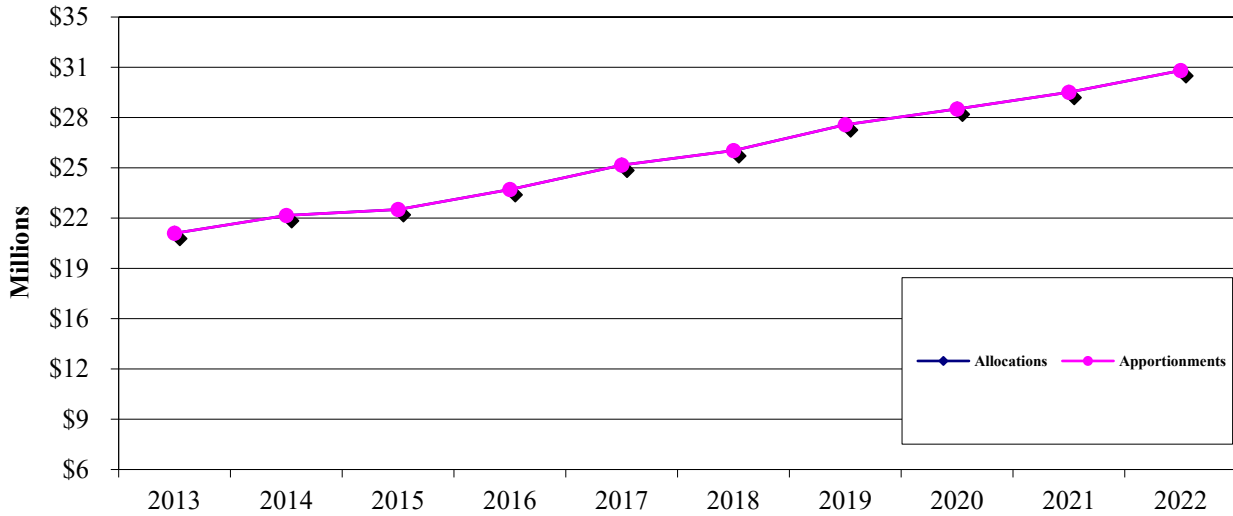
(1) In 1978, California voters passed Proposition 13 which set the property tax rate at a 1.00% fixed amount. This 1.00% is shared by all taxing agencies for which the subject property resides within. In addition to the 1.00% fixed amount, property owners are charged taxes as a percentage of assessed property values for the payment of any voter approved bonds.

Data Source: Marin County Assessors Office 2012/13 - 2021/22 Tax Rate Tables

**CITY OF SAN RAFAEL
PRINCIPAL PROPERTY TAX PAYERS
CURRENT FY 2020/21 AND FY 2012/2013**

Taxpayer	FY 2021-2022		FY 2012-2013	
	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value
California Corporate Center ACQ LLC	\$ 286,882,364	1.85%		
MGP XI Northgate LLC	223,376,777	1.44%		
NCP Commercial	143,353,203	0.92%		
Kaiser	115,687,561	0.74%		
Pur San Rafael LLC	105,996,899	0.68%		
Bre Properties, Inc	66,994,467	0.43%		
South Valley Apartments LLC	56,863,460	0.37%		
North Bay 4040 TT LLC	54,228,065	0.35%		
Regency Center II Assoc LP	52,307,157	0.34%	\$ 42,728,882	0.43%
Northbay Properties II	49,196,251	0.32%	42,394,545	0.42%
Bay Apartment Communities Inc			40,340,145	0.40%
Northgate Mall Associates			135,444,524	1.35%
SR Corporation Center Phase 1			52,500,001	0.53%
SR Corporation Center Phase 2			70,306,032	0.70%
Sutter Health			49,632,065	0.50%
Robert Dickson Trust			45,189,250	0.45%
Rafael Town Center Investors			35,497,775	0.36%
Marin Sanitary Service			38,365,767	0.38%
Subtotal	\$ 1,154,886,204	7.43%	\$ 552,398,986	5.52%
Total Net Assessed Valuation:				
Fiscal Year 2021-2022	\$ 15,539,477,275			
Fiscal Year 2012-2013	\$ 9,998,693,209			

**CITY OF SAN RAFAEL
PROPERTY TAX LEVIES AND COLLECTIONS (1)
LAST TEN FISCAL YEARS**

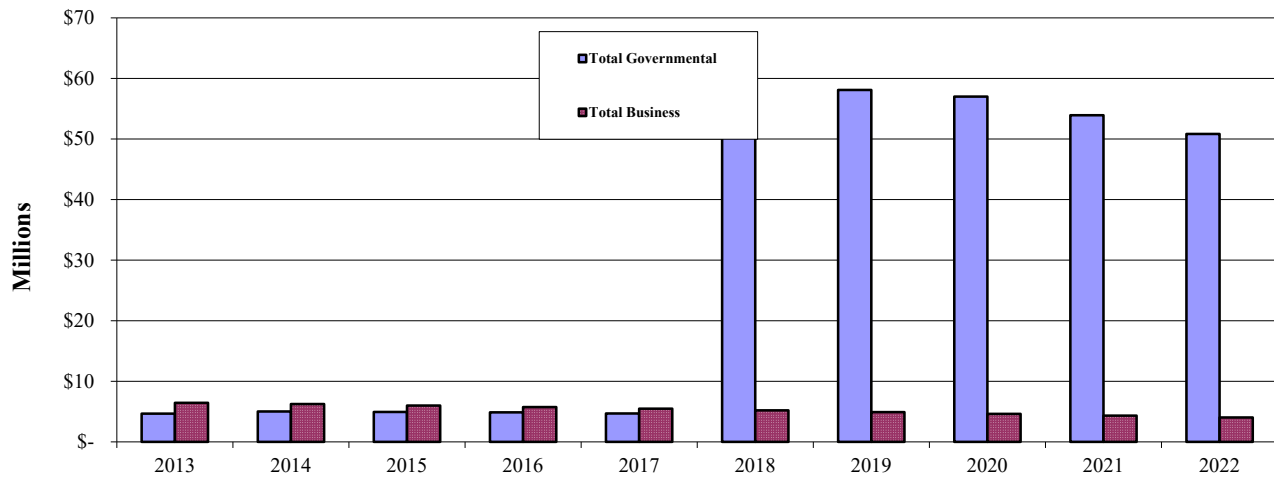


Fiscal Year	Rate	Levies	Allocations	Collections	Apportionments	Delinquencies	Delinquent taxes as a Percent of Allocations
2013	1.00	(2)	\$ 20,883,041	(2)	\$ 20,883,041	(2)	0.0%
2014	1.00	(2)	22,001,357	(2)	22,001,357	(2)	0.0%
2015	1.00	(2)	22,376,457	(2)	22,376,457	(2)	0.0%
2016	1.00	(2)	23,636,093	(2)	23,636,093	(2)	0.0%
2017	1.00	(2)	25,173,651	(2)	25,173,651	(2)	0.0%
2018	1.00	(2)	26,088,961	(2)	26,088,961	(2)	0.0%
2019	1.00	(2)	27,718,712	(2)	27,718,712	(2)	0.0%
2020	1.00	(2)	28,709,606	(2)	28,709,606	(2)	0.0%
2021	1.00	(2)	29,762,184	(2)	29,762,184	(2)	0.0%
2022	1.00	(2)	31,129,632	(2)	31,129,632	(2)	0.0%

Notes:

- (1) Includes deductions for County property tax administration.
- (2) Information not applicable. All general purpose property taxes are levied by the county and allocated to other governmental entities.

**CITY OF SAN RAFAEL
RATIO OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS**



Governmental Activities

Fiscal Year	Note Payable	Pension Obligation Bonds	Lease Revenue Bonds	Total
2013	\$ 169,000	\$ 4,490,000		\$ 4,659,000
2014	528,839	4,490,000		5,018,839
2015	453,667	4,490,000		4,943,667
2016	378,495	4,490,000		4,868,495
2017	303,323	4,390,000		4,693,323
2018	1,308,951	4,185,000	\$ 53,612,097	59,106,048
2019	1,233,779	3,765,000	53,104,153	58,102,932
2020	1,084,462	3,320,000	52,596,209	57,000,671
2021	905,751	2,845,000	50,178,265	53,929,016
2022	890,554	2,340,000	47,600,322	50,830,876

Business-Type Activities

Fiscal Year	Parking Services Bonds	Note Payable	Total	Total Primary Government	Percentage of Personal Income (a)	Per Capita (a)
2013	\$ 6,445,000		\$ 6,445,000	\$ 11,104,000	0.44%	190.85
2014	6,186,403	\$ 61,836	6,248,239	11,267,078	0.43%	192.38
2015	5,942,128	55,020	5,997,148	10,940,815	0.41%	185.87
2016	5,692,853	48,204	5,741,057	10,609,552	0.38%	175.13
2017	5,433,577	41,388	5,474,965	10,168,288	0.35%	167.13
2018	5,164,303	34,572	5,198,875	64,304,923	2.04%	1,060.25
2019	4,890,027	27,755	4,917,782	63,020,714	2.00%	1,049.54
2020	4,605,753	20,939	4,626,692	61,627,363	1.87%	1,030.44
2021	4,316,478	14,123	4,330,601	58,259,617	n/a	987.18
2022	4,017,203	7,305	4,024,508	54,855,384	n/a	905.80

In August 2012, the series 2003 parking services bonds were refunded with series 2012 refunding bonds.

Data Sources: City of San Rafael

State of California, Department of Finance (population)

U.S. Department of commerce, Bureau of the Census (income)

(a) See Schedule of Demographic and Economic Statistics for personal income and population data.

CITY OF SAN RAFAEL
COMPUTATION OF DIRECT AND OVERLAPPING DEBT
June 30, 2022

2021-22 Assessed Valuation: \$ 15,539,477,275

	Total Debt 6/30/2022	% Applicable (1)	City's Share of Debt 6/30/2022
OVERLAPPING TAX AND ASSESSMENT DEBT:			
Marin Community College District	\$ 584,795,000	17.343%	\$ 101,420,997
San Rafael High School District	165,382,827	79.145%	130,892,238
Tamalpais Union High School District	84,535,000	0.064%	54,102
Miller Creek School District (Formerly Dixie School District)	28,160,810	67.334%	18,961,800
Ross School District	15,965,600	1.235%	197,175
Ross Valley School District	40,714,478	0.011%	4,479
San Rafael School District	124,227,855	84.549%	105,033,409
Marin Healthcare District	365,425,000	20.766%	75,884,156
Marin Emergency Radio Authority Parcel Tax Obligations	28,020,000	17.318%	4,852,504
City of San Rafael 1915 Act Bonds	1,159,300	100.000%	1,159,300
TOTAL OVERLAPPING TAX AND ASSESSMENT DEBT			\$ 438,460,160
DIRECT AND OVERLAPPING GENERAL FUND DEBT:			
Marin County Certificates of Participation	\$ 76,250,000	17.318%	\$ 13,204,975
Marin County Pension Obligation Bonds	61,840,000	17.318%	10,709,451
Marin Community College District Certification of Participation	11,913,179	17.343%	2,066,103
San Rafael School District General Fund Obligations	2,825,000	84.549%	2,388,509
City of San Rafael General Fund Obligations	52,515,384	100.000%	52,515,384 (2)
City of San Rafael Pension Obligations	2,340,000	100.000%	2,340,000
TOTAL DIRECT AND OVERLAPPING GENERAL FUND DEBT			83,224,422
Less: City of San Rafael obligations supported by enterprise revenues			4,017,203
TOTAL NET DIRECT AND OVERLAPPING GENERAL FUND DEBT			\$ 79,207,219
OVERLAPPING TAX INCREMENT DEBT (Successor Agency)	\$ 2,027,822	100.000%	\$ 2,027,822
TOTAL GROSS DIRECT DEBT			54,855,384
TOTAL NET DIRECT DEBT			50,838,181
TOTAL OVERLAPPING DEBT			468,857,021
GROSS COMBINED TOTAL DEBT			523,712,405 (3)
NET COMBINED TOTAL DEBT			519,695,202

(1) The percentage of overlapping debt applicable to the city is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping district's assessed value that is within the boundaries of the city divided by the district's total taxable assessed value.

(2) Includes \$890,554 PG&E notes.

(3) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and non-bonded capital lease

Ratios to 2021-22 Assessed Valuation:

Total Overlapping Tax and Assessment Debt	2.82%
Total Gross Direct Debt (\$54,855,384)	0.35%
Total Net Direct Debt (\$50,838,181)	0.33%
Gross Combined Total Debt	3.37%
Net Combined Total Debt	3.34%

Ratios to Redevelopment Incremental Valuation (\$3,311,940,202)

Total Overlapping Tax Increment Debt	0.06%
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Data Source: Avenu Insights & Analytics, California Municipal Statistics, Inc.

CITY OF SAN RAFAEL
COMPUTATION OF LEGAL BONDED DEBT MARGIN
June 30, 2022

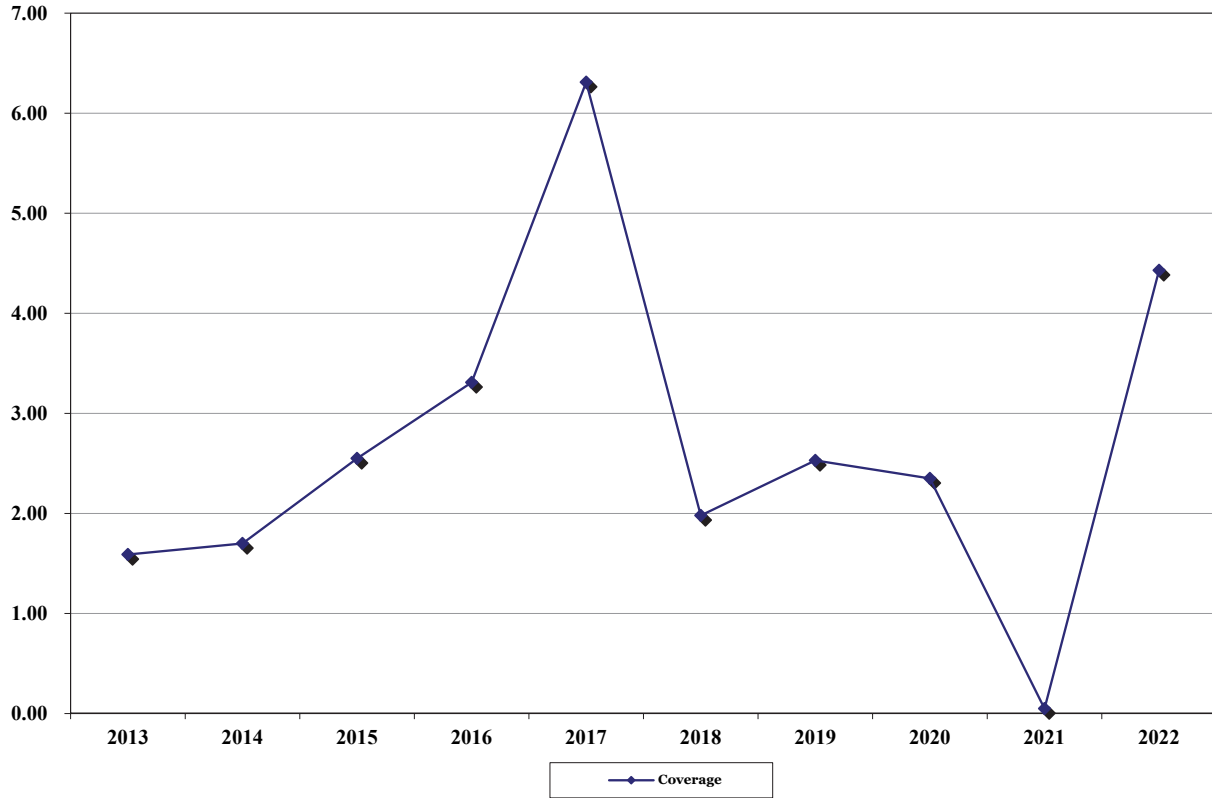
ASSESSED VALUATION:	\$ 15,539,477,275
BONDED DEBT LIMIT (3.75% OF ASSESSED VALUE) (a)	582,730,398
LESS AMOUNT OF DEBT SUBJECT TO LIMIT:	50,830,876
LEGAL BONDED DEBT MARGIN	\$ 531,899,522

Fiscal Year	Debt Limit	Total Net Debt Applicable to Limit	Legal Debt Margin	Total net debt applicable to the limit as a percentage of debt limit
2013	\$ 374,950,995	\$ 4,659,000	\$ 370,291,995	1.26%
2014	388,010,886	5,018,839	382,992,047	1.31%
2015	408,526,834	4,943,667	403,583,167	1.22%
2016	431,510,904	4,868,495	426,642,409	1.14%
2017	459,128,068	4,693,323	454,434,745	1.03%
2018	482,926,729	59,106,048	423,820,681	13.95%
2019	507,248,067	58,102,932	449,145,135	12.94%
2020	534,731,974	57,000,671	477,731,303	11.93%
2021	557,909,270	53,929,016	503,980,254	10.70%
2022	582,730,398	50,830,876	531,899,522	9.56%

NOTE: (a) California Government Code, Section 43605 sets the debt limit at 15%. The Code section was enacted prior to the change in basing assessed value to full market value when it was previously 25% of market value. Thus, the limit shown as 3.75% is one-fourth of that value.

Source: City of San Rafael's Finance Department

**CITY OF SAN RAFAEL
REVENUE BOND COVERAGE
PARKING FACILITY
LAST TEN FISCAL YEARS**



Fiscal Year	Gross Revenue (1)	Operating Expenses (2)	Net Revenue Available for Debt Service	Debt Service Requirements			Coverage
				Principal	Interest	Total	
2013	\$ 3,994,446	\$ 3,121,964	\$ 872,481	\$ 310,000	\$ 240,012	\$ 550,012	1.59
2014	4,489,769	3,716,552	773,217	245,000	210,063	455,063	1.70
2015	5,180,554	4,031,161	1,149,393	245,000	205,163	450,163	2.55
2016	5,226,904	3,739,321	1,487,583	250,000	199,613	449,613	3.31
2017	5,279,801	2,425,281	2,854,520	260,000	192,038	452,038	6.31
2018	5,219,721	4,320,695	899,026	270,000	184,163	454,163	1.98
2019	5,425,883	4,283,754	1,142,130	275,000	176,025	451,025	2.53
2020	5,134,901	4,072,433	1,062,468	284,999	167,700	452,699	2.35
2021	3,355,929	3,332,327	23,602	290,000	161,288	451,288	0.05
2022	3,845,683	1,851,746	1,993,937	300,000	150,338	450,338	4.43

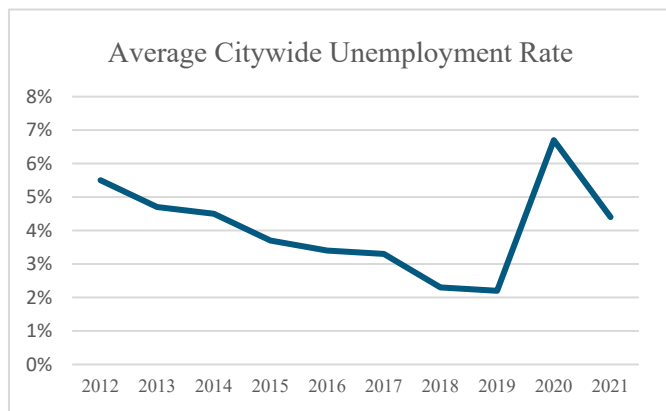
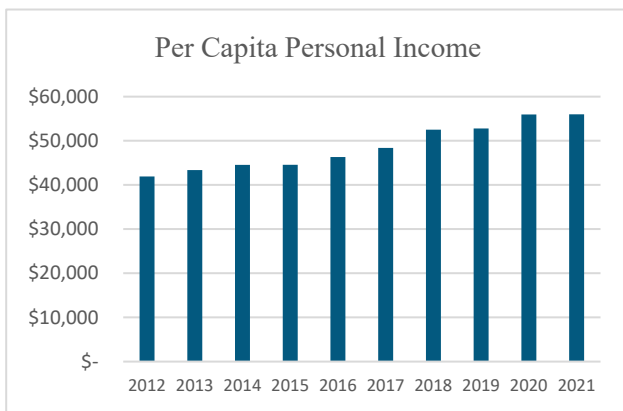
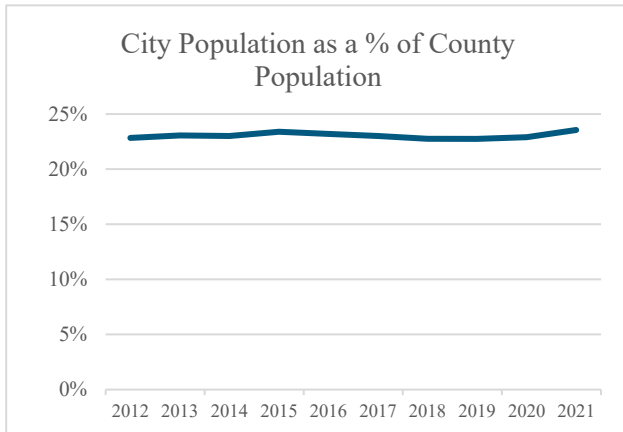
Notes: On March 26, 2003, the City Financing Authority issued lease revenue bonds for the design and construction of a new parking facility. On August 12, 2012, the City Financing Authority refunded the series 2003 lease revenue bonds with series 2012 lease revenue refunding bonds to take advantage of lower interest rates.

(1) Includes all Parking Facility Operating Revenues and Non-operating Interest Revenue

(2) Includes all Parking Facility Operating Expenses less Depreciation and Interest

Data Source: San Rafael Finance Department Revenue and Expenditure Status Reports

**CITY OF SAN RAFAEL
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN CALENDAR YEARS**



Calendar Year	City Population (1)	Marin County Population	City Population % of County	Personal Income (2) (in thousands)	Per Capita Personal Income (2)	Average Unemployment Rate (3)
2012	58,182	254,790	22.84%	\$ 2,438,291	\$ 41,908	5.50%
2013	58,566	254,007	23.06%	2,538,895	43,351	4.70%
2014	58,863	255,846	23.01%	2,621,228	44,531	4.50%
2015	60,582	258,972	23.39%	2,699,436	44,558	3.70%
2016	60,842	262,274	23.20%	2,817,497	46,308	3.40%
2017	60,651	263,604	23.01%	2,943,227	48,374	3.30%
2018	60,046	263,886	22.75%	3,152,985	52,509	2.30%
2019	59,807	262,879	22.75%	3,156,708	52,781	2.20%
2020	59,016	257,774	22.89%	3,301,286	55,938	6.70%
2021	60,560	257,135	23.55%	3,390,278	55,982	4.40%

Source: (1) State of California, Department of Finance - Demographic Research Unit. The data represents the City's population as of January 1, of each year.
 (2) US Census Bureau, most recent American Community Survey
 (3) Unemployment Data: California Employment Development Department

**CITY OF SAN RAFAEL
PRINCIPAL EMPLOYERS
FISCAL YEAR 2021-2022
LAST TEN CALENDAR YEARS**

Employer	2021		2020		2019		2018	
	#	(A)	#	(A)	#	(A)	#	(A)
Kaiser Permanente	2,339	1.82%	2,059	1.64%	2,014	6.22%	2,092	6.62%
BioMarin Pharmaceutical Inc.	950	0.74%	950	0.76%	950	2.93%		
San Rafael Elementary/High Schools Dist(s)	700	0.55%	700	0.56%	700	2.16%	700	2.22%
City of San Rafael	412	0.32%	405	0.32%	410	1.27%	410	1.30%
Dominican University of California	394	0.31%	394	0.31%	421	1.30%	319	1.01%
Buckelew Programs		0.00%		0.00%	103	0.32%	106	0.34%
Lifeshouse		0.00%		0.00%	100	0.31%		
EO Products		0.00%	108	0.09%	150	0.46%		
Toyota Marin		0.00%		0.00%	141	0.44%		
Ghilotti Bros., Inc.	298	0.23%	298	0.24%				
Community Action Marin	200	0.16%	270	0.21%				
Equator Coffees, LLC	95	0.07%	88	0.07%				
Totals	5,388	4.20%	5,272	4.20%	4,989	15.40%	4,508	14.27%

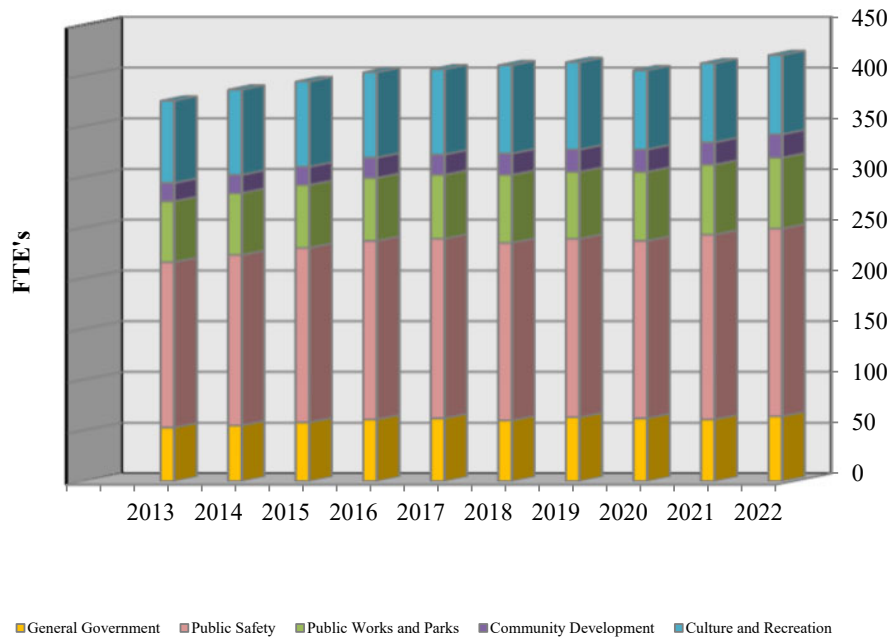
- # Number of FTE employees in Marin locations
(A) Percentage of total employment

Note: From the EDD website, it shows that the Total 2020 Employment in the City of San Rafael was 125,600 of which it is used as the denominator for the 2020 percentages are calculated.

Data Sources: State of California, Employment Development Department, Labor Market Information Division & North Bay Business Journal (Annual Book of Lists)



**CITY OF SAN RAFAEL
FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION
LAST TEN FISCAL YEARS**



Function	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
General Government	53.23	55.11	58.11	60.61	62.11	60.11	63.11	62.11	61.41	63.69
Public Safety	163.00	168.00	171.75	175.75	176.55	175.35	175.65	175.30	181.50	185.00
Public Works and Parks	60.00	61.00	62.00	62.00	63.00	66.67	66.00	68.00	69.00	70.00
Community Development	18.25	17.80	17.80	19.80	20.00	21.00	22.00	21.75	21.75	23.00
Culture and Recreation	80.76	83.66	84.23	84.25	84.35	87.35	85.82	78.07	78.07	78.07
Total	375.24	385.57	393.89	402.41	406.01	410.48	412.58	405.23	411.73	419.76

Data Source: City of San Rafael's Finance Department

**CITY OF SAN RAFAEL
OPERATING INDICATORS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS**

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Function/Program				
Public safety:				
Fire:				
Inspection permit issued	307	261	282	198
Police:				
Police calls for service	42,707	51,261	55,805	57,026
Law violations:				
Part I crimes	2,523	2,289	2,533	2,523
Physical arrests (adult and juvenile)	2,951	3,227	3,450	3,453
Traffic violations	3,448	4,498	4,168	3,252
Parking violations	30,881	38,814	36,398	34,803
Public works				
Street resurfacing (miles) (Eng Div)	2.70	9.00	6.40	6.76
Potholes repaired	N/A	N/A	N/A	N/A
Asphalt used for street repairs (tons)	7,500	10,700	11,000	7,195
Culture and recreation:				
Recreation class participants	7,082	9,857	10,023	12,725
Recreation Facility Rentals				
Childcare School-Age program participants				
Library:				
Items in collection	125,920	168,620	127,763	227,890
Total items borrowed	392,230	478,960	443,639	469,790

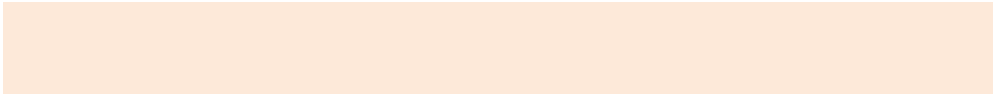
Note: N/A denotes information not available.

<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
233	186	123	167	207	195
53,567	51,013	47,919	47,968	43,649	42,901
2,392	2,326	1,893	2,988	2,546	2,015
2,526	2,019	1,923	2,527	1,893	1,945
3,341	2,758	2,944	2,342	2,161	1,710
36,169	36,208	40,407	28,029	24,099	30,178
2.32	2.50	4.30	14.30	5.00	11.70
N/A	N/A	N/A	967	1,368	1,024
5,800	4,730	7,200	5,885	3,650	5,100
13,493	12,842	N/A	N/A	N/A	N/A
		5,146	3,875	1,550	1,962
		7,592	6,270	2,132	3,675
117,354	115,812	123,432	140,610	103,399	95,687
327,297	324,452	356,301	199,903	113,385	169,378

**CITY OF SAN RAFAEL
CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS**

Function/Program	2013	2014	2015	2016
Public safety:				
Fire stations	6	6	6	6
Police stations	1	1	1	1
Police Fleet				
Public works				
Miles of streets	173	173	173	173
Street lights	4,435	4,435	4,435	4,435
Parking District lights				
Traffic Signals	89	89	89	89
Culture and recreation:				
Community services:				
City parks	20	20	20	20
City parks acreage	42	42	42	42
Playgrounds	14	14	14	14
City trails	20	20	20	20
Community gardens	1	1	1	1
Cultural Art Centers				
Community centers	4	4	4	4
Senior centers	0	0	0	0
Sports centers	0	0	0	0
Performing arts centers	0	0	0	0
Swimming pools	1	1	1	1
Tennis courts	10	10	10	10
Basketball Courts	5	5	5	5
Baseball/softball diamonds	5	5	5	5
Soccer/football fields	2	2	2	2
Library:				
City Libraries	2	2	2	2
Wastewater:				
Miles of sanitary sewers	179	145	145	145

Data Source: City of San Rafael's Finance Department



2017	2018	2019	2020	2021	2022
6	6	6	6	6	6
1	1	1	1	1	1
173	173	173	173	173	173
4,435	4,435	4,435	4,435	4,435	4,448
89	89	89	90	90	90
20	20	20	24	24	24
42	42	42	99	99	99
14	14	14	14	14	14
20	20	20	20	20	20
1	1	1	2	2	2
			1	1	1
4	4	4	3	3	3
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
1	1	1	1	1	1
10	10	10	10	10	10
5	5	5	6	6	6
5	5	5	5	5	5
2	2	2	2	2	2
2	2	2	2	2	2
145	145	145	145	145	145



**INDEPENDENT ACCOUNTANT’S REPORT ON
APPLYING AGREED UPON PROCEDURES FOR
COMPLIANCE WITH THE PROPOSITION 111
2022-2023 APPROPRIATIONS LIMIT INCREMENT**

Honorable Mayor and Members of the City Council
City of San Rafael, California

We have performed the procedures enumerated below on the Appropriations Limit Worksheet (Worksheet) of the City of San Rafael, California, for the year ended June 30, 2023. The City’s management is responsible for the Worksheet.

The City has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of these procedures, which were suggested by the League of California Cities and presented in their Article XIII B Appropriations Limitation Uniform Guidelines, were performed solely to assist you in meeting the requirements of Section 1.5 of Article XIII B of the California Constitution. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

- A. We obtained the Worksheet (Exhibit B to the Resolution) and determined that the 2022-2023 Appropriations Limit of \$170,762,486 and annual adjustment factors were adopted by Resolution of the City Council. We also determined that the population and inflation options were selected by a recorded vote of the City Council. However, the Resolution indicated that the percent change in California’s per capita personal income was selected, but the Worksheet shows that the larger adjustment factor of the change in assessment roll for nonresidential construction of Marin County was used for the calculation of the 2022-2023 Appropriations Limit.
- B. We recomputed the 2022-2023 Appropriations Limit by multiplying the 2021-2022 Prior Year Appropriations Limit by the Total Growth Factor. We recomputed the Total Growth Factor by multiplying the population option by the inflation option.
- C. For the Worksheet, we agreed the Per Capita Income Factor, City Population Factor and County Population Factor to California State Department of Finance Worksheets, and the Change in Assessment Roll for Nonresidential Construction Factor to the Marin County Worksheet.

We were engaged by the City to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Worksheet. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of management and the City Council and is not intended to be and should not be used by anyone other than those specified parties; however, this restriction is not intended to limit the distribution of this report, which is a matter of public record.

Pleasant Hill, California
November 21, 2022

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL
FOR THE YEAR ENDED JUNE 30, 2022**

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**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

For the Year Ended June 30, 2022

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MEMORANDUM ON INTERNAL CONTROL

To the City Council of
the City of San Rafael, California

In planning and performing our audit of the basic financial statements of the City of San Rafael (City) as of and for the year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore material weaknesses or significant deficiencies may exist that were not identified. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control included on the Schedule of Significant Deficiency to be a significant deficiency.

Included in the Schedule of Other Matters are recommendations not meeting the above definitions that we believe are opportunities for strengthening internal controls and operating efficiency.

Government Auditing Standards require the auditor to perform limited procedures on the City's response to the findings identified in our audit and described in the accompanying Schedule of Significant Deficiency and Schedule of Other Matters. The City's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

This communication is intended solely for the information and use of management, City Council, others within the organization, and agencies and pass-through entities requiring compliance with *Government Auditing Standards*, and is not intended to be and should not be used by anyone other than these specified parties.

Pleasant Hill, California
November 21, 2022

CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL
SCHEDULE OF SIGNIFICANT DEFICIENCY

2022-01 Inaccurate Building Permit Fees

The rates charged in the City's permit billing system should be consistent with the City's Master Fee Schedule approved by City Council and on the City's website.

As noted in the prior year Memorandum on Internal Control comment 2021-01, we again noted that the rates charged in the City's permit billing system are not consistent with the City's Master Fee Schedule approved by City Council.

During the fiscal year 2022 audit, we tested twenty-five receipts and recalculated the fees using the City's Master Fee Schedule and noted five receipts for building permits that we recalculated, but could not arrive at the same amount charged. Based on our recalculations using the City's Master Fee Schedule, the building permit fees that should have been charged, and the related amount undercharged were as follows:

Receipt Number	Building Permit Fee Charged	Building Permit Fee That Should Have Been Charged Based on Master Fee Schedule	Undercharged
003-00001681	\$3,997.00	\$4,820.20	\$(823.20)
017-00000203	2,317.00	3,140.20	(823.20)
017-00001783	1,210.00	1,714.00	(504.00)
003-00003680	918.10	1,251.64	(333.54)
003-00004064	947.50	1,285.60	(338.10)

We understand that the Community Development Department (CDD) staff determined that the Master Fee Schedule approved by City Council and posted on the City's website included incorrect building permit fees and CDD staff believed that the correct fees had been charged.

We also noted one receipt for an investigation fee (receipt # 003-00003019) and one receipt for a building permit renewal fee (receipt # 017-00001262) that were not listed on the revised Master Fee Schedule, nor supported by an ordinance or resolution. The CDD staff indicated that the Master Fee Schedule is being updated to incorporate these fees that were charged.

Although City staff believe that the correct fees were charged for the building permits, investigation fee and building permit renewal fees, we were unable to verify that the correct fees were charged based on the Master Fee Schedule approved by City Council. Therefore, the City's building permit fees, investigation fees, fire prevention inspection fees and building permit renewal fees revenues may be understated.

We understand that the City plans to present an updated Master Fee Schedule to Council to ensure that accurate charges are approved and presented on the City's website. We recommend that the City develop a process to ensure that the fees approved by City Council are properly entered into the City's permit billing system to ensure proper fees are charged. In addition, we recommend that the City ensure that the Master Fee Schedule on the City's website agrees to the Master Fee Schedule approved by City Council.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL
SCHEDULE OF SIGNIFICANT DEFICIENCY**

2022-01 Inaccurate Building Permit Fees (Continued)

Management's Response:

The City has been in process of resolving the issue and is currently undergoing a large-scale revision to the master fee schedule which will be presented to council with the December 19, 2022, meeting. Going forward, when a fee change is approved by Council, Finance will be responsible for ensuring the approved fee change has been uploaded to the website, the changes have been entered into the billing system properly and the fee change is implemented on the effective date approved by Council. To formalize this, Finance will create a checklist and will require sign-off as each item is reviewed.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

2022-02 Purchasing Policy Compliance and Clarification of Requirements

The City's Purchasing Policy should indicate when the use of a purchase order, contract, or both is required, including any exceptions, as necessary. The City's Purchasing Policy defines a contract as including, but not being "limited to, a purchase order, a contract for services, a contract for maintenance, leasing of property or equipment, an addendum or change order, a letter agreement, a memorandum of understanding, or memorandum of agreement." The Purchasing Policy defines a purchase order as "a standardized form to be utilized in contracts for materials, supplies, labor and equipment." The Purchasing Policy does not specify whether a purchase order and a contract are required for all purchases, but we understand it is the City's practice to obtain both documents for purchases.

During the fiscal year 2022 audit, we selected twenty-five disbursements for testing of supporting documentation and compliance with the City's Purchasing Policy and noted two disbursements for which the disbursements were supported by a contract, however, they were not supported by a purchase order. We also noted one disbursement that was supported by a purchase order, but not a contract. For similar types of transactions tested, we noted that these types of disbursements were supported by both a purchase order and a contract.

For one of the disbursements noted above, City staff indicated that the staff overseeing the initial project and contract is no longer with the City and that a purchase order was not created for the vendor and contract for the project due to a staff oversight. And, for the second disbursement noted above, City staff indicated that they did not think it was necessary for a purchase order to be created as the vendor is used for on-call repair sidewalk repair services. Lastly, for the third disbursement noted above, City staff indicated that the purchase order was created without a contract, due to a staff oversight. Although that appears reasonable, there does not appear to be such an exemption in the City's Purchasing Policy for the use of a contract, purchase order or both. Therefore, the City is not in compliance with the Purchasing Policy for these purchases.

We recommend that the City ensure all purchases comply with purchase documentation requirements and revise the Purchasing Policy to clarify those requirements to reflect current practices.

Management's Response:

The City's expanded use of purchase orders is relatively new to purchasing procedures within the City and, as the City remains decentralized in administration of contracts and purchase orders, departmental practices for use of purchase orders varies. The City will review its purchasing policy and make and necessary amendments to develop a comprehensive purchasing policy to be adhered to by all departments consistently.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

2022-03 Current Contracts

The City should ensure that all contracts with outside parties are current.

During the fiscal year 2022 audit, we selected twenty-five disbursements for testing of supporting documentation and noted one disbursement in the amount of \$97,615 made to the Transportation Authority of Marin, for which the most recent contract in place expired on January 1, 2011.

We understand that the City is currently working on a revised contract with the Transportation Authority of Marin, however, the City should develop procedures to ensure that all contracts are current to ensure that payments to outside parties are valid and properly supported.

Management's Response:

The City considers the selected payment to be an anomaly, however, will perform a review of contracts with local agencies to ensure the validity of the agreement. The updated agreement in question is currently in process.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

NEW GASB PRONOUNCEMENTS OR PRONOUNCEMENTS NOT YET EFFECTIVE

The following comment represents new pronouncements taking affect in the next few years. We have cited them here to keep you informed of developments.

EFFECTIVE FISCAL YEARS 2022, 2023 and 2024:

GASB 99 – Omnibus 2022

The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees. The practice issues addressed by this Statement are as follows:

- Classification and reporting of derivative instruments within the scope of Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, that do not meet the definition of either an investment derivative instrument or a hedging derivative instrument
- Clarification of provisions in Statement No. 87, *Leases*, as amended, related to the determination of the lease term, classification of a lease as a short term lease, recognition and measurement of a lease liability and a lease asset, and identification of lease incentives
- Clarification of provisions in Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, related to (a) the determination of the public-private and public-public partnership (PPP) term and (b) recognition and measurement of installment payments and the transfer of the underlying PPP asset
- Clarification of provisions in Statement No. 96, *Subscription-Based Information Technology Arrangements*, related to the subscription-based information technology arrangement (SBITA) term, classification of a SBITA as a short term SBITA, and recognition and measurement of a subscription liability
- Extension of the period during which the London Interbank Offered Rate (LIBOR) is considered an appropriate benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap that hedges the interest rate risk of taxable debt
- Accounting for the distribution of benefits as part of the Supplemental Nutrition Assistance Program (SNAP)
- Disclosures related to nonmonetary transactions
- Pledges of future revenues when resources are not received by the pledging government

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

GASB 99 – Omnibus 2022 (Continued)

- Clarification of provisions in Statement No. 34, *Basic Financial Statements—and Management’s Discussion and Analysis—for State and Local Governments*, as amended, related to the focus of the government-wide financial statements
- Terminology updates related to certain provisions of Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*
- Terminology used in Statement 53 to refer to resource flows statements.

The Requirements of this Statement are Effective as Follows:

The requirements in paragraphs 26–32 related to extension of the use of LIBOR, accounting for SNAP distributions, disclosures of nonmonetary transactions, pledges of future revenues by pledging governments, clarification of certain provisions in Statement 34, as amended, and terminology updates related to Statement 53 and Statement 63 are effective upon issuance.

The requirements in paragraphs 11–25 related to leases, PPPs, and SBITAs are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter.

The requirements in paragraphs 4–10 related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 are effective for fiscal years beginning after June 15, 2023, and all reporting periods thereafter.

Earlier application is encouraged and is permitted by individual topic.

How the Changes in This Statement Will Improve Financial Reporting

The requirements of this Statement will enhance comparability in the application of accounting and financial reporting requirements and will improve the consistency of authoritative literature. Consistent authoritative literature enables governments and other stakeholders to more easily locate and apply the correct accounting and financial reporting provisions, which improves the consistency with which such provisions are applied. The comparability of financial statements also will improve as a result of this Statement. Better consistency and comparability improve the usefulness of information for users of state and local government financial statements.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

EFFECTIVE FISCAL YEAR 2022/23:

GASB 91 – Conduit Debt Obligations

The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This Statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures.

A conduit debt obligation is defined as a debt instrument having *all* of the following characteristics:

- There are at least three parties involved:
 - (1) an issuer
 - (2) a third-party obligor, and
 - (3) a debt holder or a debt trustee.
- The issuer and the third-party obligor are not within the same financial reporting entity.
- The debt obligation is not a parity bond of the issuer, nor is it cross-collateralized with other debt of the issuer.
- The third-party obligor or its agent, not the issuer, ultimately receives the proceeds from the debt issuance.
- The third-party obligor, not the issuer, is primarily obligated for the payment of all amounts associated with the debt obligation (debt service payments).

All conduit debt obligations involve the issuer making a limited commitment. Some issuers extend additional commitments or voluntary commitments to support debt service in the event the third party is, or will be, unable to do so.

An issuer should not recognize a conduit debt obligation as a liability. However, an issuer should recognize a liability associated with an additional commitment or a voluntary commitment to support debt service if certain recognition criteria are met. As long as a conduit debt obligation is outstanding, an issuer that has made an additional commitment should evaluate at least annually whether those criteria are met. An issuer that has made only a limited commitment should evaluate whether those criteria are met when an event occurs that causes the issuer to reevaluate its willingness or ability to support the obligor's debt service through a voluntary commitment.

This Statement also addresses arrangements—often characterized as leases—that are associated with conduit debt obligations. In those arrangements, capital assets are constructed or acquired with the proceeds of a conduit debt obligation and used by third-party obligors in the course of their activities. Payments from third-party obligors are intended to cover and coincide with debt service payments. During those arrangements, issuers retain the titles to the capital assets. Those titles may or may not pass to the obligors at the end of the arrangements.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

GASB 91 – Conduit Debt Obligations (Continued)

Issuers should not report those arrangements as leases, nor should they recognize a liability for the related conduit debt obligations or a receivable for the payments related to those arrangements. In addition, the following provisions apply:

- If the title passes to the third-party obligor at the end of the arrangement, an issuer should not recognize a capital asset.
- If the title does not pass to the third-party obligor and the third party has exclusive use of the entire capital asset during the arrangement, the issuer should not recognize a capital asset until the arrangement ends.
- If the title does not pass to the third-party obligor and the third party has exclusive use of only portions of the capital asset during the arrangement, the issuer, at the inception of the arrangement, should recognize the entire capital asset and a deferred inflow of resources. The deferred inflow of resources should be reduced, and an inflow recognized, in a systematic and rational manner over the term of the arrangement.

This Statement requires issuers to disclose general information about their conduit debt obligations, organized by type of commitment, including the aggregate outstanding principal amount of the issuers' conduit debt obligations and a description of each type of commitment. Issuers that recognize liabilities related to supporting the debt service of conduit debt obligations also should disclose information about the amount recognized and how the liabilities changed during the reporting period.

How the Changes in this Statement will Improve Financial Reporting

The requirements of this Statement will improve financial reporting by eliminating the existing option for issuers to report conduit debt obligations as their own liabilities, thereby ending significant diversity in practice. The clarified definition will resolve stakeholders' uncertainty as to whether a given financing is, in fact, a conduit debt obligation. Requiring issuers to recognize liabilities associated with additional commitments extended by issuers and to recognize assets and deferred inflows of resources related to certain arrangements associated with conduit debt obligations also will eliminate diversity, thereby improving comparability in reporting by issuers. Revised disclosure requirements will provide financial statement users with better information regarding the commitments issuers extend and the likelihood that they will fulfill those commitments. That information will inform users of the potential impact of such commitments on the financial resources of issuers and help users assess issuers' roles in conduit debt obligations.

CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL

SCHEDULE OF OTHER MATTERS

GASB 94 – Public-Private and Public-Public Partnerships and Availability Payment Arrangements

The primary objective of this Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). As used in this Statement, a PPP is an arrangement in which a government (the transferor) contracts with an operator (a governmental or nongovernmental entity) to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset (the underlying PPP asset), for a period of time in an exchange or exchange-like transaction. Some PPPs meet the definition of a service concession arrangement (SCA), which the Board defines in this Statement as a PPP in which (1) the operator collects and is compensated by fees from third parties; (2) the transferor determines or has the ability to modify or approve which services the operator is required to provide, to whom the operator is required to provide the services, and the prices or rates that can be charged for the services; and (3) the transferor is entitled to significant residual interest in the service utility of the underlying PPP asset at the end of the arrangement.

This Statement also provides guidance for accounting and financial reporting for availability payment arrangements (APAs). As defined in this Statement, an APA is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction.

PPPs - This Statement requires that PPPs that meet the definition of a lease apply the guidance in Statement No. 87, Leases, as amended, if existing assets of the transferor that are not required to be improved by the operator as part of the PPP arrangement are the only underlying PPP assets and the PPP does not meet the definition of an SCA. This Statement provides accounting and financial reporting requirements for all other PPPs: those that either (1) meet the definition of an SCA or (2) are not within the scope of Statement 87, as amended (as clarified by this Statement). The PPP term is defined as the period during which an operator has a noncancellable right to use an underlying PPP asset, plus, if applicable, certain periods if it is reasonably certain, based on all relevant factors, that the transferor or the operator either will exercise an option to extend the PPP or will not exercise an option to terminate the PPP.

A transferor generally should recognize an underlying PPP asset as an asset in financial statements prepared using the economic resources measurement focus. However, in the case of an underlying PPP asset that is not owned by the transferor or is not the underlying asset of an SCA, a transferor should recognize a receivable measured based on the operator's estimated carrying value of the underlying PPP asset as of the expected date of the transfer in ownership. In addition, a transferor should recognize a receivable for installment payments, if any, to be received from the operator in relation to the PPP. Measurement of a receivable for installment payments should be at the present value of the payments expected to be received during the PPP term. A transferor also should recognize a deferred inflow of resources for the consideration received or to be received by the transferor as part of the PPP. Revenue should be recognized by a transferor in a systematic and rational manner over the PPP term.

This Statement requires a transferor to recognize a receivable for installment payments and a deferred inflow of resources to account for a PPP in financial statements prepared using the current financial resources measurement focus. Governmental fund revenue would be recognized in a systematic and rational manner over the PPP term.

CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL

SCHEDULE OF OTHER MATTERS

GASB 94 – Public-Private and Public-Public Partnerships and Availability Payment Arrangements (Continued)

This Statement also provides specific guidance in financial statements prepared using the economic resources measurement focus for a government that is an operator in a PPP that either (1) meets the definition of an SCA or (2) is not within the scope of Statement 87, as amended (as clarified in this Statement). An operator should report an intangible right-to-use asset related to an underlying PPP asset that either is owned by the transferor or is the underlying asset of an SCA. Measurement of the right-to-use asset should be the amount of consideration to be provided to the transferor, plus any payments made to the transferor at or before the commencement of the PPP term, and certain direct costs. For an underlying PPP asset that is not owned by the transferor and is not the underlying asset of an SCA, an operator should recognize a liability measured based on the estimated carrying value of the underlying PPP asset as of the expected date of the transfer in ownership. In addition, an operator should recognize a liability for installment payments, if any, to be made to the transferor in relation to the PPP. Measurement of a liability for installment payments should be at the present value of the payments expected to be made during the PPP term. An operator also should recognize a deferred outflow of resources for the consideration provided or to be provided to the transferor as part of the PPP. Expense should be recognized by an operator in a systematic and rational manner over the PPP term.

This Statement also requires a government to account for PPP and non-PPP components of a PPP as separate contracts. If a PPP involves multiple underlying assets, a transferor and an operator in certain cases should account for each underlying PPP asset as a separate PPP. To allocate the contract price to different components, a transferor and an operator should use contract prices for individual components as long as they do not appear to be unreasonable based on professional judgment or use professional judgment to determine their best estimate if there are no stated prices or if stated prices appear to be unreasonable. If determining the best estimate is not practicable, multiple components in a PPP should be accounted for as a single PPP.

This Statement also requires an amendment to a PPP to be considered a PPP modification, unless the operator's right to use the underlying PPP asset decreases, in which case it should be considered a partial or full PPP termination. A PPP termination should be accounted for by a transferor by reducing, as applicable, any receivable for installment payments or any receivable related to the transfer of ownership of the underlying PPP asset and by reducing the related deferred inflow of resources. An operator should account for a termination by reducing the carrying value of the right-to-use asset and, as applicable, any liability for installment payments or liability to transfer ownership of the underlying PPP asset. A PPP modification that does not qualify as a separate PPP should be accounted for by remeasuring PPP assets and liabilities.

APAs - An APA that is related to designing, constructing, and financing a nonfinancial asset in which ownership of the asset transfers by the end of the contract should be accounted for by a government as a financed purchase of the underlying nonfinancial asset. This Statement requires a government that engaged in an APA that contains multiple components to recognize each component as a separate arrangement. An APA that is related to operating or maintaining a nonfinancial asset should be reported by a government as an outflow of resources in the period to which payments relate.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

GASB 96 – Subscription-Based Information Technology Arrangements

This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, Leases, as amended.

A SBITA is defined as a contract that conveys control of the right to use another party's (a SBITA vendor's) information technology (IT) software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction.

The subscription term includes the period during which a government has a noncancelable right to use the underlying IT assets. The subscription term also includes periods covered by an option to extend (if it is reasonably certain that the government or SBITA vendor will exercise that option) or to terminate (if it is reasonably certain that the government or SBITA vendor will not exercise that option).

Under this Statement, a government generally should recognize a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability. A government should recognize the subscription liability at the commencement of the subscription term, —which is when the subscription asset is placed into service. The subscription liability should be initially measured at the present value of subscription payments expected to be made during the subscription term. Future subscription payments should be discounted using the interest rate the SBITA vendor charges the government, which may be implicit, or the government's incremental borrowing rate if the interest rate is not readily determinable. A government should recognize amortization of the discount on the subscription liability as an outflow of resources (for example, interest expense) in subsequent financial reporting periods.

The subscription asset should be initially measured as the sum of (1) the initial subscription liability amount, (2) payments made to the SBITA vendor before commencement of the subscription term, and (3) capitalizable implementation costs, less any incentives received from the SBITA vendor at or before the commencement of the subscription term. A government should recognize amortization of the subscription asset as an outflow of resources over the subscription term.

Activities associated with a SBITA, other than making subscription payments, should be grouped into the following three stages, and their costs should be accounted for accordingly:

- Preliminary Project Stage, including activities such as evaluating alternatives, determining needed technology, and selecting a SBITA vendor. Outlays in this stage should be expensed as incurred.
- Initial Implementation Stage, including all ancillary charges necessary to place the subscription asset into service. Outlays in this stage generally should be capitalized as an addition to the subscription asset.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

GASB 96 – Subscription-Based Information Technology Arrangements (Continued)

- Operation and Additional Implementation Stage, including activities such as subsequent implementation activities, maintenance, and other activities for a government's ongoing operations related to a SBITA. Outlays in this stage should be expensed as incurred unless they meet specific capitalization criteria.

In classifying certain outlays into the appropriate stage, the nature of the activity should be the determining factor. Training costs should be expensed as incurred, regardless of the stage in which they are incurred.

If a SBITA contract contains multiple components, a government should account for each component as a separate SBITA or nonsubscription component and allocate the contract price to the different components. If it is not practicable to determine a best estimate for price allocation for some or all components in the contract, a government should account for those components as a single SBITA.

This Statement provides an exception for short-term SBITAs. Short-term SBITAs have a maximum possible term under the SBITA contract of 12 months (or less), including any options to extend, regardless of their probability of being exercised. Subscription payments for short-term SBITAs should be recognized as outflows of resources.

This Statement requires a government to disclose descriptive information about its SBITAs other than short-term SBITAs, such as the amount of the subscription asset, accumulated amortization, other payments not included in the measurement of a subscription liability, principal and interest requirements for the subscription liability, and other essential information.

How the Changes in this Statement will Improve Financial Reporting

The requirements of this Statement will improve financial reporting by establishing a definition for SBITAs and providing uniform guidance for accounting and financial reporting for transactions that meet that definition. That definition and uniform guidance will result in greater consistency in practice. Establishing the capitalization criteria for implementation costs also will reduce diversity and improve comparability in financial reporting by governments. This Statement also will enhance the relevance and reliability of a government's financial statements by requiring a government to report a subscription asset and subscription liability for a SBITA and to disclose essential information about the arrangement. The disclosures will allow users to understand the scale and important aspects of a government's SBITA activities and evaluate a government's obligations and assets resulting from SBITAs.

CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL

SCHEDULE OF OTHER MATTERS

EFFECTIVE FISCAL YEAR 2023/24:

GASB 100 – Accounting for Changes and Error Corrections

The primary objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability

This Statement defines *accounting changes* as changes in accounting principles, changes in accounting estimates, and changes to or within the financial reporting entity and describes the transactions or other events that constitute those changes. As part of those descriptions, for (1) certain changes in accounting principles and (2) certain changes in accounting estimates that result from a change in measurement methodology, a new principle or methodology should be justified on the basis that it is preferable to the principle or methodology used before the change. That preferability should be based on the qualitative characteristics of financial reporting—understandability, reliability, relevance, timeliness, consistency, and comparability. This Statement also addresses corrections of errors in previously issued financial statements.

This Statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This Statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. The requirements of this Statement for changes in accounting principles apply to the implementation of a new pronouncement in absence of specific transition provisions in the new pronouncement. This Statement also requires that the aggregate amount of adjustments to and restatements of beginning net position, fund balance, or fund net position, as applicable, be displayed by reporting unit in the financial statements.

This Statement requires disclosure in notes to financial statements of descriptive information about accounting changes and error corrections, such as their nature. In addition, information about the quantitative effects on beginning balances of each accounting change and error correction should be disclosed by reporting unit in a tabular format to reconcile beginning balances as previously reported to beginning balances as restated.

Furthermore, this Statement addresses how information that is affected by a change in accounting principle or error correction should be presented in required supplementary information (RSI) and supplementary information (SI). For periods that are earlier than those included in the basic financial statements, information presented in RSI or SI should be restated for error corrections, if practicable, but not for changes in accounting principles.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

EFFECTIVE FISCAL YEAR 2024/25:

GASB 101 – Compensated Absences

The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures.

Recognition And Measurement

This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Leave is attributable to services already rendered when an employee has performed the services required to earn the leave. Leave that accumulates is carried forward from the reporting period in which it is earned to a future reporting period during which it may be used for time off or otherwise paid or settled. In estimating the leave that is more likely than not to be used or otherwise paid or settled, a government should consider relevant factors such as employment policies related to compensated absences and historical information about the use or payment of compensated absences. However, leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences.

This Statement requires that a liability for certain types of compensated absences—including parental leave, military leave, and jury duty leave—not be recognized until the leave commences. This Statement also requires that a liability for specific types of compensated absences not be recognized until the leave is used.

This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee’s pay rate as of the date of the financial statements. A liability for leave that has been used but not yet paid or settled should be measured at the amount of the cash payment or noncash settlement to be made. Certain salary-related payments that are directly and incrementally associated with payments for leave also should be included in the measurement of the liabilities.

With respect to financial statements prepared using the current financial resources measurement focus, this Statement requires that expenditures be recognized for the amount that normally would be liquidated with expendable available financial resources.

Notes To Financial Statements

This Statement amends the existing requirement to disclose the gross increases and decreases in a liability for compensated absences to allow governments to disclose only the net change in the liability (as long as they identify it as a net change). In addition, governments are no longer required to disclose which governmental funds typically have been used to liquidate the liability for compensated absences.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

SCHEDULE OF OTHER MATTERS

GASB 101 – Compensated Absences (Continued)

How the Changes in this Statement Will Improve Financial Reporting

The unified recognition and measurement model in this Statement will result in a liability for compensated absences that more appropriately reflects when a government incurs an obligation. In addition, the model can be applied consistently to any type of compensated absence and will eliminate potential comparability issues between governments that offer different types of leave.

The model also will result in a more robust estimate of the amount of compensated absences that a government will pay or settle, which will enhance the relevance and reliability of information about the liability for compensated absences.

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**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

STATUS OF PRIOR YEAR SIGNIFICANT DEFICIENCIES

2021-01 Inaccurate Building Permit Fees

The rates charged in the City's permit billing system should be consistent with the City's Master Fee Schedule approved by City Council and on the City's website.

We tested twenty-five receipts and recalculated the fees using the City's Master Fee Schedule and we noted one receipt for a building permit in the amount of \$78,946 that we recalculated, but could not arrive at the same amount. Based on our recalculation using the City's Master Fee Schedule, the building permit fee that should have been charged was \$83,137.

The Community Development Department (CDD) staff determined that the Master Fee Schedule approved by City Council and posted on the City's website included incorrect building permit fees and CDD staff believed that the correct fees had been charged, resulting in the fee of \$78,946.

Although City staff believe that the correct fees were charged, we were unable to verify that the correct fees were charged based on the Master Fee Schedule approved by City Council. Therefore, the City's building permit fees may be understated due to the use of a lower fee schedule.

We understand that the City plans to present an updated Master Fee Schedule to Council to ensure that accurate charges are approved and presented on the City website. We recommend that the City develop a process to ensure that the fees approved by City Council are properly entered into the City's permit billing system to ensure proper fees are charged. In addition, we recommend that the City ensure that the Master Fee Schedule on the City's website agree to the Master Fee Schedule approved by City Council.

Current Status:

See current year comment 2022-01.

2021-02 Schedule of Expenditures of Federal Awards (SEFA) Preparation

The City should report all Federal awards expended in the Schedule of Expenditures of Federal Awards (SEFA) each fiscal year in accordance with the requirements of OMB Uniform Administrative Requirements Subpart D Section 200.302(b)(1).

During our testing of the City's June 30, 2020 SEFA provided for our audit, we noted that the City incorrectly included non-federal expenditure amounts in the SEFA. After further research by the City, it was determined that the SEFA overstated federal expenditures of \$299,054 for the Highway Planning and Construction Program (CFDA # 20.205) and \$398,282 for the Disaster Grants Program (CFDA # 97.036). After those corrections were made, it was determined that the City did not need a Single Audit for the year ended June 30, 2020.

We understand that the City accounts for federal award expenditures in the same general ledger accounts that the City accounts for local match expenditures. During the preparation of the SEFA by the City's outside consultant, the entire account balance was used, and the amounts reported did not exclude the non-federal amounts.

Incorrect reporting not only misstates the SEFA, but it also means the City is not in compliance with the reporting requirements of the OMB Uniform Administrative Requirements. As a result, future federal funding could be adversely affected.

**CITY OF SAN RAFAEL
MEMORANDUM ON INTERNAL CONTROL**

STATUS OF PRIOR YEAR SIGNIFICANT DEFICIENCIES

2021-02 Schedule of Expenditures of Federal Awards (SEFA) Preparation (Continued)

The City should develop procedures and policies to centralize the reporting of grant activity to ensure that all data is readily available when year-end grant activity reporting is necessary. The procedures and policies should facilitate the preparation of the SEFA so that annual expenditures for all grant programs are accurately included on the SEFA. In addition, City staff, including those in departments other than Finance that manage grants, must familiarize themselves with the guidelines for determining federal awards expended contained in the Uniform Guidance.

Current Status:
Implemented.

**CITY OF SAN RAFAEL
REQUIRED COMMUNICATIONS
FOR THE YEAR ENDED JUNE 30, 2022**

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**CITY OF SAN RAFAEL
REQUIRED COMMUNICATIONS**

For the Year Ended June 30, 2022

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REQUIRED COMMUNICATIONS

To the City Council of
the City of San Rafael, California

We have audited the basic financial statements of the City of San Rafael (City) for the year ended June 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated July 20, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Accounting Policies - Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year, except as follows:

GASB 87 – Leases

The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

A lease is defined as a contract that conveys control of the right to use another entity's nonfinancial asset (the underlying asset) as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment. Any contract that meets this definition should be accounted for under the leases guidance, unless specifically excluded in this Statement.

The pronouncement became effective, and as disclosed in Note 1S to the financial statements required a prior period restatement for the cumulative effect on the financial statements.

The following pronouncements became effective, but did not have a material effect on the financial statements:

GASB 89 – Accounting for Interest Cost Incurred before the End of a Construction Period

GASB 90 – Majority Equity Interests (an amendment of GASB Statements No. 14 and No. 61)

GASB 92 – Omnibus 2020

GASB 93 – Replacement of Interbank Offered Rates

GASB 97 – Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—An Amendment of GASB Statements No. 14 and No. 84, and a Supersession of GASB Statement No. 32

GASB 99 – Omnibus 2022 (paragraphs 26-32)

Unusual Transactions, Controversial or Emerging Areas - We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates - Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the City's financial statements were:

Estimated Net Pension Asset (Liability) and Pension-Related Deferred Outflows and Inflows of Resources: Management's estimates of the net pension asset (liability) and related deferred outflows/inflows of resources are disclosed in Note 9 to the financial statements and are based on an actuarial study and accounting valuation determined by the Marin County Employees' Retirement Association which are based on the experience of the City. We evaluated the key factors and assumptions used to develop the estimates and determined they are reasonable in relation to the basic financial statements taken as a whole.

Estimated Net OPEB Liability and OPEB-Related Deferred Outflows and Inflows of Resources: Management's estimates of the net OPEB liability and related deferred outflows/inflows of resources are disclosed in Note 11 to the financial statements and are based on an actuarial study determined by a consultant, which is based on the experience of the City. We evaluated the key factors and assumptions used to develop the estimates and determined they are reasonable in relation to the basic financial statements taken as a whole.

Estimate of the depreciation: Management's estimate of depreciation is based on useful lives determined by management. These lives have been determined by management based on the expected useful life of assets as disclosed in Note 1K to the financial statements. We evaluated the key factors and assumptions used to develop the depreciation estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole.

Estimated Fair Value of Investments: As of June 30, 2022, cash and investments were measured by fair value, as disclosed in Note 2 to the financial statements. Fair value is essentially market pricing in effect as of June 30, 2022. These fair values are not required to be adjusted for changes in general market conditions occurring subsequent to June 30, 2022.

Estimated Long-Term Receivable from San Rafael Sanitation District: Management's estimate of the long-term receivable from the District is disclosed in Note 4F to the financial statements and is based on the District's estimated liability for pension and post-employment health care benefits incurred by the City for the District staff, but not yet funded. We evaluated the key factors and assumptions used to develop the long-term receivable from the District in determining that it is reasonable in relation to the financial statements taken as a whole.

Estimated Claims Liabilities: Management's estimate of the claims liabilities payable is disclosed in Note 13 to the financial statements and is based on actuarial studies determined by a consultant, which are based on the claims experience of the City. We evaluated the key factors and assumptions used to develop the estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole.

Estimate of Compensated Absences: Accrued compensated absences which are comprised of accrued vacation, holiday, and certain other compensating time is estimated using accumulated unpaid leave hours and hourly pay rates in effect at the end of the fiscal year as disclosed in Note 1L to the financial statements. We evaluated the key factors and assumptions used to develop the accrued compensated absences and determined that it is reasonable in relation to the basic financial statements taken as a whole.

Disclosures - The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Professional standards require us to accumulate all known and likely uncorrected misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We have no such misstatements to report to the City Council.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in a management representation letter dated November 21, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the City’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information that accompanies and supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the required supplementary information and do not express an opinion or provide any assurance on the required supplementary information.

We were engaged to report on the supplementary information that accompanies the financial statements, but is not required supplementary information. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the Introductory and Statistical Sections which accompany the financial statements, but are not required supplementary information. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance them.

This information is intended solely for the use of City Council and management and is not intended to be, and should not be, used by anyone other than these specified parties.

Pleasant Hill, California
November 21, 2022

**CITY OF SAN RAFAEL
CHILD DEVELOPMENT PROGRAM
BASIC FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2022**

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**CITY OF SAN RAFAEL
CHILD DEVELOPMENT PROGRAM
FOR THE YEAR ENDED JUNE 30, 2022**

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the City Council
City of San Rafael, California

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the City of San Rafael Child Development Program (Program) of the City of San Rafael, California, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Program's basic financial statements as listed in the Table of Contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Program as of June 30, 2022, and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirement relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management's for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Program's ability to continue as a going concern for twelve months beyond the financial statement date, including any known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Program's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in aggregate, that raise substantial doubt about the Program's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the basic financial statements that collectively comprise the Program's basic financial statements. The accompanying Supplementary Information, as listed in the Table of Contents, is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures and in conformity with the *CDE Audit Guide*, issued by the California Department of Education, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplementary Information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 1, 2022 on our consideration of the Program's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Program's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Program's internal control over financial reporting and compliance.

Pleasant Hill, California
November 1, 2022

CITY OF SAN RAFAEL CHILD DEVELOPMENT PROGRAM
BALANCE SHEET
JUNE 30, 2022

ASSETS

Cash (Note 3)	\$340,211
Accounts receivable	16,509
Grants receivable (Note 4)	<u>104,375</u>
Total Assets	<u><u>\$461,095</u></u>

LIABILITIES AND FUND BALANCE

Accounts payable	\$29,723
Unearned grant and State reserves	<u>79,842</u>
Total Liabilities	109,565
Fund balance, restricted (Note 5)	<u>351,530</u>
Total Liabilities and Fund Balance	<u><u>\$461,095</u></u>

See accompanying notes to financial statements

CITY OF SAN RAFAEL CHILD DEVELOPMENT PROGRAM
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2022

REVENUES

Restricted:

State grants:

Current year grants	\$320,598
First five school readiness grants	106,098
Local grant	77,962

Unrestricted:

Interest	1,461
Parent fees	2,669,140
Other	9,720

	3,184,979
--	-----------

EXPENDITURES

Certified salaries	68,244
Classified Salaries	1,592,151
Employee benefits	1,157,961
Training and instruction	6,738
Office supplies	419
Books and supplies	130,946
Utilities and housekeeping services	27,511
Rentals	16,723
Travel and conference	1,604
Services and other operating expenditures	187,399
Equipment	52,097
Insurance	28,490
Renovation and repair	71,216

	3,341,499
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CHANGE IN FUND BALANCE	(156,520)
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FUND BALANCE,

Beginning of year	508,050
-------------------	---------

End of year	\$351,530
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See accompanying notes to financial statements

CITY OF SAN RAFAEL
CHILD DEVELOPMENT PROGRAM
Notes to the Basic Financial Statements
For the Year Ended June 30, 2022

NOTE 1 - ORGANIZATION

The City of San Rafael operates the Child Development Program encompassing eight childcare centers within the City of San Rafael. One of these centers provides day care services to subsidized families under the Child Development Program funded by the California Department of Education, which includes the Preschool program. The City is financially accountable for the activities of the Program. The Program has no employees and substantially all staff services which it requires are performed by the City's personnel. Costs incurred by the City to provide such services including compensation, retirement, and other benefit costs are reimbursed by the Program. These basic financial statements present only the activities of the Program and are not intended to present the financial position of the City of San Rafael, California, or the results of its operations. The financial statements of the Program are included as a Special Revenue Fund in the City's financial statements.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Accounting

The accounting and reporting treatment applied to a fund is determined by its measurement focus. Governmental funds are accounted for on a spending or "current financial resources" measurement focus. Accordingly, only current assets and current liabilities generally are included on the balance sheets. Operating statements of governmental funds present increases (revenues and other financial sources) and decreases (expenditures and other financial uses) in net current assets.

The Program's financial activities are accounted for using the modified accrual basis of accounting. Under this method, revenues are recognized when *measurable and available*. The City considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. Expenditures are recorded when the related fund liability is incurred. Revenues considered susceptible to accrual include charges for services, federal and state grants, and interest. Expenditures are recognized in the accounting period in which the liability is incurred, if measurable.

B. Fund Balance

Fund Balance is the excess of all the Program's assets over all its liabilities.

CITY OF SAN RAFAEL
CHILD DEVELOPMENT PROGRAM
Notes to the Basic Financial Statements
For the Year Ended June 30, 2022

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Fair Value Measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs – other than quoted prices included within level 1 – that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

NOTE 3 - CASH AND INVESTMENTS

The Program's cash is included in a City-wide cash and investment pool, the details of which are presented in the City's basic financial statements. The Program pools cash from all sources with the City of San Rafael so that it can be invested at the maximum yield, consistent with safety and liquidity, while individual funds can make expenditures at any time. The City's investment policy and the California Government Code permit investments in Securities of the U.S. Government or its agencies, Certificates of Deposit, Negotiable Certificates of Deposit, Banker's Acceptances, Commercial Paper, the State of California Local Authority Investment Fund (LAIF Pool), Repurchase Agreements, Medium-Term Corporate Notes, Limited Obligation Improvement Bonds related to special assessment districts and special tax districts, and Money Market/Mutual Funds.

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The City of San Rafael pooled investments is an uncategorized input not defined as Level 1, Level 2, or Level 3 input.

**CITY OF SAN RAFAEL
CHILD DEVELOPMENT PROGRAM
Notes to the Basic Financials Statements
For the Year Ended June 30, 2022**

NOTE 4 – GRANTS RECEIVABLE

The Program has the following grants receivable at June 30, 2022:

Agency	Grant	Amount
Marin County	First 5 Grant	\$36,622
California Department of Education	State Preschool Program	67,753
	Total	\$104,375

NOTE 5 – FUND BALANCES

Governmental fund balances represent the net current assets of each fund. Net current assets generally represent a fund’s cash and receivables, less its liabilities.

The City’s fund balances are classified based on spending constraints imposed on the use of resources. For programs with multiple funding sources, the City prioritizes and expends funds in the following order: Restricted, Committed, Assigned, and Unassigned. Each category in the following hierarchy is ranked according to the degree of spending constraint.

Nonspendable represents balances set aside to indicate items do not represent available, spendable resources even though they are a component of assets. Fund balances required to be maintained intact, such as Permanent Funds, and assets not expected to be converted to cash, such as prepaids, notes receivable, and land held for redevelopment are included. However, if proceeds realized from the sale or collection of nonspendable assets are restricted, committed or assigned, then Nonspendable amounts are required to be presented as a component of the applicable category.

Restricted fund balances have external restrictions imposed by creditors, grantors, contributors, laws, regulations, or enabling legislation which requires the resources to be used only for a specific purpose. Nonspendable amounts subject to restrictions are included along with spendable resources.

Committed fund balances have constraints imposed by formal action of the City Council which may be altered only by formal action of the City Council. Nonspendable amounts subject to council commitments are included along with spendable resources.

Assigned fund balances are amounts constrained by the City’s intent to be used for a specific purpose, but are neither restricted nor committed. Intent is expressed by the City Council or its designee and may be changed at the discretion of the City Council or its designee. This category includes nonspendables, when it is the City’s intent to use proceeds or collections for a specific purpose, and residual fund balances, if any, of Special Revenue, Capital Projects and Debt Service Funds which have not been restricted or committed.

Unassigned fund balance represents residual amounts that have not been restricted, committed, or assigned. This includes the residual general fund balance and residual fund deficits, if any, of other governmental funds.

CITY OF SAN RAFAEL
CHILD DEVELOPMENT PROGRAM
Notes to the Basic Financial Statements
For the Year Ended June 30, 2022

NOTE 6 – CONTINGENCIES AND COMMITMENTS

The Program participates in Federal, State and County grant programs that are fully or partially funded by grants received from other governmental units. Expenditures financed by grants are subject to audit by the appropriate grantor government. If expenditures are disallowed due to noncompliance with grantor program regulations, the City may be required to reimburse the grantor government. As of June 30, 2022, some amounts of grant expenditures have not been audited, but the City believes that disallowed expenditures, if any, based on subsequent audits will not have a material effect on any individual governmental funds or the overall financial condition of the City.

SUPPLEMENTARY INFORMATION

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CITY OF SAN RAFAEL CHILD DEVELOPMENT PROGRAM
SCHEDULE OF FEDERAL, STATE AND LOCAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2022

Program	Federal Assistance Listing Number	Pass-Through Identifying Number	Award Amount	Revenue	Expenditures
Federal Awards					
US Department of Housing and Urban Development, Due from State Pass-through the County of Marin Community Development Block Grant	14.218	40CDBG22CD4527	\$21,941	\$21,941	\$21,941
City to provide source of grant here (e.g. US Department of XXX) City to provide pass-through agency, if applicable (e.g. State of California) City to provide name of grant here	City to provide	City to provide, if applicable	City to provide	27,600	
City to provide source of grant here (e.g. US Department of XXX) City to provide pass-through agency, if applicable (e.g. State of California) City to provide name of grant here	City to provide	City to provide, if applicable	City to provide	24,806	
Total Federal Awards			<u>\$21,941</u>	<u>\$74,347</u>	<u>\$21,941</u>
State Awards					
Child Development Division State Preschool Program FY2022		CSPP-1283	\$328,967	\$320,598	\$320,598
Total State Awards			<u>\$328,967</u>	<u>\$320,598</u>	<u>\$320,598</u>
County Award					
County of Marin First Five - Preschool 2021 Honorary CSPP QRIS Block Grant		CSRI-21-009-11 N/A	\$106,098 \$5,106	\$106,098 \$5,106	\$106,098 \$5,106
Total County Awards			<u>\$111,204</u>	<u>\$111,204</u>	<u>\$111,204</u>
Local Awards					
Marin Child Care Council		N/A	\$50,915	\$50,915	\$50,915
Total Local Awards			<u>\$50,915</u>	<u>\$50,915</u>	<u>\$50,915</u>
Total State, Federal Awards, and Local			<u>\$507,921</u>	<u>\$551,958</u>	<u>\$499,552</u>

CITY OF SAN RAFAEL CHILD DEVELOPMENT PROGRAM
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 FOR THE YEAR ENDED JUNE 30, 2022

	State Preschool Program (CSPP1283)	Total CDE CD Contracts	Non-CDE Programs	Total
REVENUES				
Restricted:				
State grants:				
Current year grants	\$320,598	\$320,598		\$320,598
CDBG preschool grant				
First Five school readiness grants			\$106,098	106,098
Local grants			77,962	77,962
Unrestricted:				
Interest			1,461	1,461
Parent fees - noncertified children			2,669,140	2,669,140
Other			9,720	9,720
Total Revenues	<u>320,598</u>	<u>320,598</u>	<u>2,864,381</u>	<u>3,184,979</u>
EXPENDITURES				
Certified salaries	68,244	68,244		68,244
Classified salaries	86,266	86,266	1,505,885	1,592,151
Employee benefits	135,855	135,855	1,022,106	1,157,961
Training and instruction			6,738	6,738
Office supplies			419	419
Books and supplies	12,325	12,325	118,621	130,946
Utilities and housekeeping services			27,511	27,511
Travel and conference			1,604	1,604
Rentals			16,723	16,723
Services and other operating expenditures	17,908	17,908	169,491	187,399
Equipment			52,097	52,097
Insurance			28,490	28,490
Renovation and repair			71,216	71,216
Total Expenditures	<u>320,598</u>	<u>320,598</u>	<u>3,020,901</u>	<u>3,341,499</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES			<u>(156,520)</u>	<u>(156,520)</u>
CHANGE IN FUND BALANCE			<u>(\$156,520)</u>	<u>(\$156,520)</u>

CITY OF SAN RAFAEL CHILD DEVELOPMENT PROGRAM
SCHEDULE OF EXPENDITURES BY STATE CATEGORIES
FOR THE YEAR ENDED JUNE 30, 2022

		CSPP-1283 State Preschool Program	Totals
EXPENDITURES:			
1000	Certified personnel salaries	\$68,244	\$68,244
	Due from State		
1100	Teachers' salaries	68,244	68,244
1200	Administration		
1300	Supervisors' salaries		
1600	Infant educators		
2001	Classified personnel salaries	\$86,266	\$86,266
2100	Instructional aides' salaries	86,266	86,266
2300	Clerical and other office salaries		
2500	Food services salaries		
2600	Transportation salaries		
3000	Employee benefits	\$135,855	\$135,855
3200	Payroll taxes (Medicare)	2,050	2,050
3300	Other benefits	95,140	95,140
3400	Health and welfare	36,965	36,965
3600	Workers' compensation insurance	1,700	1,700
4000	Books and supplies	\$12,325	\$12,325
4200	Other books		
4300	Instructional materials and supplies	12,325	12,325
4500	Other supplies		
4600	Food supplies		
5000	Services and other operating expenditures	\$17,908	\$17,908
5100	Lecturer		
5200	Travel and conferences		
5300	Memberships and dues		
5400	Insurance	1,041	1,041
5500	Utilities and housekeeping services	59	59
5600	Rentals, leases and repairs		
5700	Audit expense		
5800	Other direct services & admin.	16,808	16,808
6000	Capital Outlay		
6100	Sites and improvements of sites		
6200	Buildings and improvements of buildings		
6400	Equipment (program-related)		
6500	Equipment replacement (program related)		
Depreciation			
Costs capitalized as Fixed Assets			
TOTAL OF REIMBURSABLE AND			
NONREIMBURSABLE EXPENDITURES		\$320,598	\$320,598

We have examined the claims filed for reimbursement and the original records supporting the transactions recorded under the contracts listed above to an extent considered necessary to assure ourselves that the amounts claimed by the contractor were eligible for reimbursement, reasonable, necessary, and adequately supported, according to governing laws, regulations, and contract provisions.

CITY OF SAN RAFAEL CHILD DEVELOPMENT PROGRAM
SCHEDULE OF CLAIMED ADMINISTRATIVE COSTS
FOR THE YEAR ENDED JUNE 30, 2022

	CSPP-1283 State Preschool Program
Administrative Costs (Audit Fees)	<u>\$7,097</u>
Total Administrative Costs	<u><u>\$7,097</u></u>

CITY OF SAN RAFAEL CHILD DEVELOPMENT PROGRAM
 SCHEDULE OF CLAIMED EQUIPMENT EXPENDITURES
 FOR THE YEAR ENDED JUNE 30, 2022

Expenditures Under \$7,500 Unit Cost		Expenditures Over \$7,500 Unit Cost with CDD Approval		Expenditures Over \$7,500 Unit Cost Without CDD Approval	
Cost	Item	Cost	Item	Cost	Item
	None		None		None

SCHEDULE OF RENOVATION AND REPAIR EXPENDITURES UTILIZING CONTRACT FUNDS

Expenditures Under \$10,000 Unit Cost		Expenditures Over \$7,500 Unit Cost with CDD Approval		Expenditures Over \$10,000 Unit Cost Without CDD Approval	
Cost	Item	Cost	Item	Cost	Item
	None		None		None

CITY OF SAN RAFAEL CHILD DEVELOPMENT PROGRAM

SCHEDULE OF CLAIMED EXPENDITURES FOR RENOVATIONS AND REPAIRS
FOR THE YEAR ENDED JUNE 30, 2022

<u>Reimbursable Expenditures for Renovations and Repairs</u>	<u>CSPP-1283</u>
None	<u>\$0</u>
Total	<u><u>\$0</u></u>

Contractor Name: City of San Rafael Child Development Program

Contract Number: CSPP 1283

**California Department of Education
Audited Enrollment, Attendance and Fiscal
Report for California State Preschool Program**

Fiscal Year Ended: June 30, 2022

Vendor Code: 2193

Section 1 – Number of Counties Where Services are Provided

Number of counties where the agency provided services to certified children (Form 1): **1**

Number of counties where the agency provided mental health consultation services to certified children (Form 2): **0**

Number of counties where the agency provided services to non-certified children (Form 3): **0**

Number of counties where the agency provided mental health consultation services to non-certified children (Form 4): **0**

Total enrollment and attendance forms to attach: **2**

Note: For each of the above categories, submit one July-December form and one form for each service county for January-June.

Section 2 – Days of Enrollment, Attendance and Operation

Enrollment and Attendance Form Summary	Column A Cumulative FY per CPARIS	Column B Audit Adjustments	Column C Cumulative FY per Audit	Column D Adjusted Days per Audit
Total Certified Days of Enrollment	5,035		5,035	5,035.0000
Total Certified Days of Enrollment with Mental Health Consultation Services			0	
Days of Attendance (including MHCS)	5,012		5,012	N/A
Total Non-Certified Days of Enrollment			0	
Total Non-Certified Days of Enrollment with Mental Health Consultation Services			0	

Days of Operation	Column A Cumulative FY per CPARIS	Column B Audit Adjustments	Column C Cumulative FY per Audit	Column D Adjusted Days per Audit
Days of Operation	175		175	N/A

Section 3 – Revenue

Restricted Income	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Child Nutrition Programs			0
County Maintenance of Effort (EC Section 8279)			0
Other:			0
Other:			0
TOTAL RESTRICTED INCOME	0	0	0

Transfer from Reserve	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Transfer from Reserve			0

Other Income	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Waived Family Fees for Certified Children			0
Interest Earned on Child Development Apportionment Payments			0
Fees for Non-Certified Children			0
Unrestricted Income: Head Start			0
Other:			0
Other:			0

Section 4 - Reimbursable Expenses

Cost Category	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Direct Payments to Providers (FCCH only)			0
1000 Certificated Salaries	68,244		68,244
2000 Classified Salaries	86,266		86,266
3000 Employee Benefits	135,855		135,855
4000 Books and Supplies	12,325		12,325
5000 Services and Other Operating Expenses	17,908		17,908
6100/6200 Other Approved Capital Outlay			0
6400 New Equipment (program-related)			0
6500 Equipment Replacement (program-related)			0
Depreciation or Use Allowance			0
Start-up Expenses (service level exemption)			0
Indirect Costs (include in Total Administrative Cost)			0
TOTAL REIMBURSABLE EXPENSES	320,598	0	320,598

Does the agency have an indirect cost rate approved by its cognizant agency (Select YES or NO)? Yes No

Approved Indirect Cost Rate:

Specific Items of Reimbursable Expenses	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Total Administrative Cost (included in Reimbursable Expenses)		7,097	7,097
Total Staff Training Cost (included in Reimbursable Expenses)			0

NO SUPPLEMENTAL REVENUE / EXPENSES Check this box and omit page 4.

Section 5 - Supplemental Funding

Supplemental Revenue	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Enhancement Funding	5,106		5,106
Other:			0
Other:			0
TOTAL SUPPLEMENTAL REVENUE	5,106	0	5,106

Supplemental Expenses	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
1000 Certificated Salaries			0
2000 Classified Salaries			0
3000 Employee Benefits			0
4000 Books and Supplies	543		543
5000 Services and Other Operating Expenses			0
6000 Equipment / Capital Outlay	4,002		4,002
Depreciation or Use Allowance			0
Indirect Costs			0
Non-Reimbursable Supplemental Expenses			0
TOTAL SUPPLEMENTAL EXPENSES	4,545	0	4,545

Section 6 - Summary

Description	Column A – Cumulative FY per CPARIS	Column B – Audit Adjustments	Column C – Cumulative FY per Audit
Total Certified Days of Enrollment (including MHCS)	5,035	0	5,035
Days of Operation	175	0	175
Days of Attendance (including MHCS)	5,012	0	5,012
Total Certified Adjusted Days of Enrollment	N/A	N/A	5,035.0000
Total Non-Certified Adjusted Days of Enrollment	N/A	N/A	0.0000
Restricted Program Income	0	0	0
Transfer from Reserve	0	0	0
Interest Earned on Apportionment Payments	0	0	0
Direct Payments to Providers	0	0	0
Start-up Expenses (service level exemption)	0	0	0
Total Reimbursable Expenses	320,598	0	320,598
Total Administrative Cost	0	7,097	7,097
Total Staff Training Cost	0	0	0
Non-Reimbursable Cost (State Use Only)	N/A	N/A	

Section 7 – Auditor’s Assurances

Independent auditor's assurances on agency's compliance with the contract funding terms and conditions and program requirements of the California Department of Education, Early Education Division:

Eligibility, enrollment and attendance records are being maintained as required (Select YES or NO): Yes No

Reimbursable expenses claimed in Section 4 are eligible for reimbursement, reasonable, necessary, and adequately supported (Select YES or NO): Yes No

Section 8 – Comments

Include any comments in the comment box. If necessary, attach additional sheets to explain adjustments.

Adjustments identified in Column B are adjustments made to report audit fees as administrative costs.

Contractor Name: City of San Rafael Child Development Program

Section 1 – Prior Year Reserve Account Activity

1. Beginning Balance (2020–21 AUD 9530A Ending Balance): 10,697

2. Plus Transfers to Reserve Account:

2020–21 Contract No.	Per 2020–21 Post-Audit CDFS 9530
0287	
Total Transferred from 2020–21 Contracts	0

3. Less Excess Reserve to be Billed:

4. 2020–21 CDFS 9530 Reserve Balance After Billing: 10,697

Section 2 – Current Year Reserve Account Activity

5. Plus Interest Earned This Year on Reserve:

Description	Column A per CPARIS	Column B Audit Adjustments	Column C Total per Audit
Interest Earned	1		1

6. Less Transfers to Contracts from Reserve:

2021–22 Contract No.	Column A per CPARIS	Column B Audit Adjustments	Column C Total per Audit
1283			0
			0
			0
Total Transferred to Contracts	0	0	0

7. Ending Balance:

Description	Column A per CPARIS	Column B Audit Adjustments	Column C Total per Audit
Ending Balance on June 30, 2022	10,698	0	10,698

COMMENTS – If necessary, attach additional sheets to explain adjustments.

**INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS***

To the Honorable Members of the City Council
City of San Rafael, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the City of San Rafael Child Development Program (Program), California, as of and for the year ended June 30, 2022, and have issued our report thereon dated November 1, 2022.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Program's internal control over financial reporting (internal control) as a basis for designing of audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Program's internal control. Accordingly, we do not express an opinion on the effectiveness of the Program's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Program's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weakness or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Program's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Program's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Program's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Pleasant Hill, California
November 1, 2022

**CITY OF SAN RAFAEL
CHILD DEVELOPMENT PROGRAM
SUMMARY OF FINDINGS AND QUESTIONED COSTS
For the Year Ended June 30, 2022**

None noted.

**CITY OF SAN RAFAEL
CHILD DEVELOPMENT PROGRAM
CURRENT STATUS OF PRIOR YEAR FINDINGS
For the Year Ended June 30, 2022**

None noted.