



**SAN RAFAEL CITY COUNCIL AGENDA REPORT**

Department: Fire

Prepared by: Darin White, Fire Chief  
Thomas Wong, Sr. Mgmt Analyst

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

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

**TOPIC: PARAMEDIC TAX RATES FOR FISCAL YEAR 2023-24**

**SUBJECT: INTRODUCE AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN RAFAEL AMENDING THE PARAMEDIC SERVICE SPECIAL TAX RATES WITHIN THE VOTER-APPROVED LIMIT, COMMENCING WITH FISCAL YEAR 2023-2024, FOR RESIDENTIAL UNITS AND NON-RESIDENTIAL STRUCTURES IN THE CITY OF SAN RAFAEL, COUNTY SERVICE AREA NO. 13, COUNTY SERVICE AREA NO. 19, AND THE MARINWOOD COMMUNITY SERVICES DISTRICT**

**RECOMMENDATION:** Waive further reading of the Ordinance and refer to it by title only, and introduce the Ordinance amending the Paramedic Service Special Tax rates within the voter-approved limit, commencing with fiscal year 2023-2024, for residential units and non-residential structures in the City of San Rafael, County Service Area No. 13, County Service Area No. 19, and the Marinwood Community Services District.

**BACKGROUND:** In 1979, the voters of San Rafael approved a "Paramedic Service Special Tax" for the purpose of supporting a paramedic program. The original ordinance established [Municipal Code Chapter 3.28](#). Included in that Chapter, under Section 3.28.060, is the authority of the City Council to set the tax rates based upon a budget recommendation by the City Manager. The tax was applied at a flat rate per residential dwelling. This tax was also approved by three separate jurisdictions that receive paramedic service from the City of San Rafael. These areas included the Marinwood Community Services District (CSD), County Service Area (CSA) No.13 (Upper Lucas Valley) and County Service Area (CSA) No. 19.

In 1988, the voters approved an extension of the tax to improved non-residential structures, which was levied on a building square footage basis.

In November 2006, the voters of San Rafael passed Measure P, subsequently designated as [Ordinance No. 1846](#), which increased the ceiling on the residential tax rate to \$85.00 per residential unit and to \$0.11 per square foot of structures on non-residential property. All improved commercial and industrial sites were levied based upon Assessor square footage records for building size. The other service areas approved paramedic tax rate ceilings to coincide with San Rafael's measure. In November of 2006, CSA No. 13 approved Measure H and CSA No. 19 approved Measure I, each by a 2/3 majority. Both Measures set the tax maximums at \$85.00 for residential units and \$0.11 cents per square foot for non-residential

---

**FOR CITY CLERK ONLY**

**Council Meeting:**

**Disposition:**

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

structures. Similarly, in November 2006, Marinwood CSD approved Measure M to establish the same tax ceilings.

In November 2010, by a two-thirds vote, the voters of San Rafael passed Measure I, subsequently designated as [Ordinance 1891](#), which amended the Paramedic Service Special Tax rate to increase the ceiling on the residential tax rate from \$85.00 to \$108.00 per residential unit and on the non-residential tax rate from \$0.11 to \$0.14 per square foot (based on Assessor records of square footage).

In November 2011, the voters of CSA No. 13 and CSA No. 19 passed Measures E and F, respectively. These measures increased the ceiling on the residential tax rate from \$85.00 to \$95.00 per residential unit and on the non-residential tax rate from \$0.11 to \$0.132 per square foot for both service areas. Marinwood CSD continues under its Measure M at the rate of \$85.00 for residential and \$0.11 cents per square foot for non-residential.

The purpose of this report is to present the proposed budget upon which the recommended tax rates for Fiscal Year 2023-2024 have been determined.

**ANALYSIS:**

Tax rates and paramedic charges are based upon recovering the cost of service. The cost of the paramedic program expenditures has been determined in a manner consistent with prior fiscal year trends, through the study of personnel costs and economic conditions. Through prudent fiscal management and the pursuit of additional revenue and reimbursement opportunities, this tax rate has increased by an average of 1.33% per year since 2012. The proposed increase would mark the fifth instance of rate increases for the City of San Rafael since fiscal year 2011-2012. Pursuant to San Rafael Municipal Code Section 3.28.060, annual rate increases must be approved by ordinance. So long as the new tax rates are within the voter-approved limits, the tax increase is not required to be approved by the voters.

Based upon rising projected expenses outpacing revenue sources in future projections, the current rate is insufficient to cover the cost of providing the paramedic service to residents. Staff recommends a \$4.00 increase in the tax rate for residential units in San Rafael to help cover increased paramedic service costs. The recommended increase will provide additional revenue stability for items such as grants and third-party billings that may vary from year to year as well as support the allocation of funds toward critical capital needs.

This tax increase will provide additional revenues of approximately \$91,484 annually:

Jurisdiction	Current Rates	Proposed Rates	Tax Ceiling	Projected Revenue Increase
San Rafael	\$104 / \$0.140	\$108 / \$0.140	\$108 / \$0.14	\$ 91,484
CSA No. 13	\$95 / \$0.132	\$95 / \$0.132	\$95 / \$0.132	\$ -
CSA No. 19	\$95 / \$0.132	\$95 / \$0.132	\$95 / \$0.132	\$ -
Marinwood	\$85 / \$0.110	\$85 / \$0.110	\$85 / \$0.110	\$ -

The sources of funds projected to cover the fiscal year 2023-2024 program expenditures of \$9,693,072 include paramedic tax, third party billings for medical emergency response and Medi-Cal reimbursements, federal grants and other revenues. Attachment II provides detailed information regarding the proposed revenues and expenditures for Fiscal Year 2023-2024, as well as the estimated

results for Fiscal Year 2022-2023, the previous three years of actual financial results, and three years of future year projections.

Based on future projections, it is recommended that the fund balance is used as a reserve to account for expense and revenue variations.

Staff recommends maintaining the current respective residential rates of \$85 per residential unit in Marinwood CSD and \$95 per residential unit in CSAs No.13 and No.19 as they have hit the cap. For non-residential structures, staff recommends maintaining the current rate of \$0.11 per square foot in Marinwood CSD and \$0.132 per square foot for CSAs No. 13 and No. 19 as they have hit the cap. Staff recommends increasing residential rates within the City of San Rafael by \$4 to \$108 per residential unit and maintaining the current non-residential rate of \$0.14 per square foot of structures, both of which are the cap. (See Attachment III.)

Adoption of this Ordinance will have no impact on the environment and is therefore categorically exempt from review under the California Environmental Quality Act (CEQA).

**COMMUNITY OUTREACH:** Notice of the Public hearing on this matter was published in the Marin Independent Journal on April 7, 2023, per the attached Affidavit of Publication (See Attachment IV.) For the purpose of transparency and sharing relevant information to the service areas for whom emergency medical services are provided, all service areas have been advised of the recommendations contained in this report through discussions and correspondence with the Fire Chief.

**FISCAL IMPACT:** The budget as presented is within the voter-approved tax rates for both the residential and non-residential (commercial and industrial) ratepayers in all jurisdictions, therefore Proposition 218 does not require voter approval of the proposed increases.

The paramedic services are accounted for in the Emergency Medical Services Special Revenue Fund. This fund operates self-sufficiently with revenues from paramedic taxes, third-party medical billings and other reimbursements. The total expenditures for Fiscal Year 2023-24 are projected to be \$9,693,072. If the increase is approved, total revenue for Fiscal Year 2023-24 is projected to be \$8,949,660. If expenditures exceed revenues in Fiscal Year 2023-24, they will be supplemented using existing fund balance. The Paramedic Tax Fund final budget, which will include changes, if any, to the proposed budget, will be incorporated into the 2023-24 City-wide operating budget, which will be brought to Council for adoption in June 2023.

**RECOMMENDED ACTION:** Waive further reading of the Ordinance and refer to it by title only and introduce the Ordinance amending the Paramedic Service Special Tax rates within the voter-approved limits, commencing with Fiscal Year 2023-24, for residential units and non-residential structures in the City of San Rafael, County Service Area No. 13, County Service Area No. 19, and the Marinwood Community Services District.

**ATTACHMENTS:**

1. Attachment I Ordinance
2. Attachment II (FY 23-24 Paramedic Tax Budget)
3. Attachment III (Paramedic Rate and Ratio History)
4. Attachment IV (Affidavit of Publication of Notice of Public Hearing in *Marin IJ* – April 7, 2023)

**ORDINANCE NO.**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN RAFAEL AMENDING THE PARAMEDIC SERVICE SPECIAL TAX RATES WITHIN THE VOTER-APPROVED LIMITS, COMMENCING WITH FISCAL YEAR 2023-2024, FOR RESIDENTIAL UNITS AND NON-RESIDENTIAL STRUCTURES IN THE CITY OF SAN RAFAEL, COUNTY SERVICE AREA NO. 13, COUNTY SERVICE AREA NO. 19, AND THE MARINWOOD COMMUNITY SERVICES DISTRICT**

**WHEREAS**, the electors of the City of San Rafael in 1979 and in 1988, adopted a Paramedic Service Special Tax (Chapter 3.28 of the San Rafael Municipal Code) to be imposed annually upon all residential units and non-residential structures within the City of San Rafael; and

**WHEREAS**, the City, pursuant to three separate agreements, provides paramedic services to Marinwood Community Services District, County Service Area No. 13, and County Service Area No. 19; and

**WHEREAS**, on November 2, 2010, the electors of the City of San Rafael approved Measure "I", subsequently designated as Ordinance No. 1891, increasing the ceiling on the Paramedic Service Special Tax rate to \$108.00 per residential unit and to \$0.14 per square foot of non-residential structures; and providing a corresponding increase in the appropriations limit; and

**WHEREAS**, the current annual Paramedic Service Special Tax rate in the city limits of the City of San Rafael is \$104.00 per residential unit and \$0.140 per square foot of non-residential structures; and

**WHEREAS**, Paramedic Service Special Tax rates were approved by the electors of County Service Area No. 13 and County Service Area No. 19 by elections held in November 2006 and November 2011, and by the electors of Marinwood Community Services District by an election held in November 2006; and

**WHEREAS**, the current annual Paramedic Service Special Tax rates in County Service Area No. 13, and County Service Area No. 19, are \$95.00 per residential unit and \$0.132 per square foot of non-residential structures, which rates are the maximum rates approved by voters in those County Service Areas; and

**WHEREAS**, the current annual Paramedic Service Special Tax rates in the Marinwood Community Services District are \$85.00 per residential unit and \$0.11 per square foot of non-residential structures, which rates are the maximum rates approved by voters in that Community Services District; and

**WHEREAS**, the City Council, after reviewing the proposed budget recommendation of the City Manager, finds that for the City of San Rafael, the basic rate is insufficient to cover the cost of providing the paramedic service to San Rafael residents; and

**WHEREAS**, the City of San Rafael annual Paramedic Service Special Tax rates should be adjusted to \$108.00 per residential unit, and remain at \$0.140 per square foot of non-residential structures; for the County Service Area No. 13 and County Service Area No. 19, the annual Paramedic Service Special Tax rates should remain at \$95.00 per residential unit, and remain at \$0.132 per square foot of non-residential structures; and that for Marinwood Community Services District, the annual Paramedic Tax rates should remain at

\$85.00 per residential unit, and remain at \$0.11 per square foot of non-residential structures; these rates will cover the cost of providing paramedic services within these service areas for fiscal year 2023-2024; and

**WHEREAS**, County Service Area No. 13 and County Service Area No. 19, based upon budgets recommended to them, have advised the City that they approved of the continuing of the annual Paramedic Service Special Tax rates within their respective jurisdictions, at \$95.00 per residential unit, and at \$0.132 per square foot of non-residential structures; and

**WHEREAS**, Marinwood Community Services District, based upon budgets recommended to them, have advised the City that they approved of the continuing of the annual Paramedic Service Special Tax rates within its jurisdiction, at \$85.00 per residential unit, and at \$0.11 per square foot of non-residential structures.

**NOW THEREFORE**, the City Council of the City of San Rafael does ordain as follows:

Division 1. Pursuant to San Rafael Municipal Code Section 3.28.060, the City Council hereby sets the tax rate for paramedic services within City limits commencing in fiscal year 2023-2024, at \$108.00 per year for each residential unit, and \$0.140 per square foot for non-residential structures.

Division 2. The City Council hereby sets the Paramedic Tax Rates for County Service Area No. 13 and County Service Area No. 19, commencing with fiscal year 2023-2024, at \$95.00 per year for each residential unit, and \$0.132 per square foot for each non-residential structure.

Division 3. The City Council hereby sets the Paramedic Tax Rates for Marinwood Community Services District, commencing with fiscal year 2023-2024, at \$85.00 per year for each residential unit, and at \$0.11 per square foot for each non-residential structure.

Division 4. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such holding or holdings shall not affect the validity of the remaining portions of this ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

Division 5. 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 thirty (30) days after its final passage. If published in summary form, the summary shall also be published within fifteen (15) days after the adoption, together with the names of those Councilmembers voting for or against same, in a newspaper of general circulation published and circulated in the City of San Rafael, County of Marin, State of California.

\_\_\_\_\_  
KATE COLIN, Mayor

Attest:

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

The foregoing Ordinance was first read and introduced at a Regular Meeting of the City Council of the City of San Rafael, held on the 17<sup>th</sup> day of April 2023, and will come up for adoption as an Ordinance of the City of San Rafael at a Regular Meeting of the Council to be held on the 1<sup>st</sup> day of May 2023.

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

---

LINDSAY LARA, City Clerk

**Paramedic Tax Budget FY 23-24**

For illustrative purposes - Assumes 2% expense increase

San Rafael Residential/Non-Residential	\$95 / 0.1320	\$99 / 0.1400	\$99 / 0.1400	\$104 / 0.1400	\$108 / 0.1400	\$108 / 0.1400	\$108 / 0.1400	\$108 / 0.1400
	Actual 2019-2020	Actual 2020-2021	Actual 2021-2022	Estimated 2022-2023	Preliminary Budget 2023-2024	Projected 2024-2025	Projected 2025-2026	Projected 2026-2027
Paramedic Tax (a)	\$ 4,884,029	\$ 5,109,206	\$ 5,108,360	\$ 5,225,000	\$ 5,318,560	\$ 5,318,000	\$ 5,318,000	\$ 5,318,000
Paramedic Tax: Prior Year Billings	38,488	44,243	1,476	-	-	-	-	-
Fire Dept.: 3rd Party Billing	2,698,523	2,199,287	3,026,076	3,000,000	3,000,000	3,060,000	3,121,000	3,183,000
Federal Grant - GEMT	108,829	118,007	-	130,000	130,000	130,000	130,000	130,000
Other Revenue	70,096	50,881	58,015	51,000	51,100	51,100	51,100	51,100
IGT-Intergovernmental Transfer	504,324	510,889	426,685	426,000	450,000	450,000	450,000	450,000
<b>Total Revenues</b>	<b>\$ 8,304,289</b>	<b>\$ 8,032,512</b>	<b>\$ 8,620,612</b>	<b>\$ 8,832,000</b>	<b>\$ 8,949,660</b>	<b>\$ 9,009,100</b>	<b>\$ 9,070,100</b>	<b>\$ 9,132,100</b>
Personnel Costs	\$ 5,800,930	\$ 5,940,094	\$ 6,429,501	\$ 6,368,738	\$ 7,180,385	\$ 7,324,000	\$ 7,471,000	\$ 7,620,000
Supplies and Services	1,640,902	1,674,392	1,896,227	2,060,078	2,512,687	2,184,000	2,227,000	2,272,000
<b>Total Expenditures</b>	<b>\$ 7,441,832</b>	<b>\$ 7,614,486</b>	<b>\$ 8,325,728</b>	<b>\$ 8,428,817</b>	<b>\$ 9,693,072</b>	<b>\$ 9,508,000</b>	<b>\$ 9,698,000</b>	<b>\$ 9,892,000</b>
Revenues Over/Under Expenditures	\$ 862,457	\$ 418,026	\$ 294,884	\$ 403,183	\$ (743,412)	\$ (498,900)	\$ (627,900)	\$ (759,900)
Fund balance, beginning of year	\$ 813,348	\$ 726,005	\$ 845,031	\$ 832,602	\$ 1,235,785	\$ 492,373	\$ (6,527)	\$ (634,427)
Transfer to Capital Fund (b)	\$ (949,800)	\$ (299,000)	\$ (307,313)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Fund balance, end of year</b>	<b>\$ 726,005</b>	<b>\$ 845,031</b>	<b>\$ 832,602</b>	<b>\$ 1,235,785</b>	<b>\$ 492,373</b>	<b>\$ (6,527)</b>	<b>\$ (634,427)</b>	<b>\$ (1,394,327)</b>

(a) FY 23-24 Paramedic Tax Assumes an increase in tax in San Rafael to \$108 per living unit and \$0.140 per sq. ft. non-residential

(b) Fund is to maintain a 10% operations reserve and the remainder is to be transferred to support capital improvements for the paramedic program. The transfer occurs annually after year-end numbers are finalized.

**CITY OF SAN RAFAEL  
HISTORY OF TAX RATES AND CAPS**

**ATTACHMENT III**

<b>Fiscal Year</b>	<b>Residential Tax Rate</b>	<b>Authorized Cap</b>	<b>Non-Residential Tax Rate</b>	<b>Authorized Cap</b>
2013-14	\$ 89.00	\$ 108.00	\$ 0.1200	\$ 0.1400
2014-15	\$ 89.00	\$ 108.00	\$ 0.1200	\$ 0.1400
2015-16	\$ 89.00	\$ 108.00	\$ 0.1200	\$ 0.1400
2016-17	\$ 89.00	\$ 108.00	\$ 0.1200	\$ 0.1400
2017-18	\$ 92.00	\$ 108.00	\$ 0.1250	\$ 0.1400
2018-19	\$ 95.00	\$ 108.00	\$ 0.1320	\$ 0.1400
2019-20	\$ 95.00	\$ 108.00	\$ 0.1320	\$ 0.1400
2020-21	\$ 99.00	\$ 108.00	\$ 0.1400	\$ 0.1400
2021-22	\$ 99.00	\$ 108.00	\$ 0.1400	\$ 0.1400
2022-23 adopted	\$ 104.00	\$ 108.00	\$ 0.1400	\$ 0.1400
2023-24 proposed	<b>\$ 108.00</b>	\$ 108.00	\$ 0.1400	\$ 0.1400

**CSA# 13, and CSA# 19  
HISTORY OF TAX RATES AND CAPS**

<b>Fiscal Year</b>	<b>Residential Tax Rate</b>	<b>Authorized Cap</b>	<b>Non-Residential Tax Rate</b>	<b>Authorized Cap</b>
2013-14	\$ 89.00	\$ 95.00	\$ 0.1200	\$ 0.1320
2014-15	\$ 89.00	\$ 95.00	\$ 0.1200	\$ 0.1320
2015-16	\$ 89.00	\$ 95.00	\$ 0.1200	\$ 0.1320
2016-17	\$ 89.00	\$ 95.00	\$ 0.1200	\$ 0.1320
2017-18	\$ 92.00	\$ 95.00	\$ 0.1250	\$ 0.1320
2018-19	\$ 95.00	\$ 95.00	\$ 0.1320	\$ 0.1320
2019-20	\$ 95.00	\$ 95.00	\$ 0.1320	\$ 0.1320
2020-21	\$ 95.00	\$ 95.00	\$ 0.1320	\$ 0.1320
2021-22	\$ 95.00	\$ 95.00	\$ 0.1320	\$ 0.1320
2022-23 adopted	\$ 95.00	\$ 95.00	\$ 0.1320	\$ 0.1320
2023-24 proposed	\$ 95.00	\$ 95.00	\$ 0.1320	\$ 0.1320

**MARINWOOD (CSD)  
HISTORY OF TAX RATES AND CAPS**

<b>Fiscal Year</b>	<b>Residential Tax Rate</b>	<b>Authorized Cap</b>	<b>Non-Residential Tax Rate</b>	<b>Authorized Cap</b>
2013-14	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2014-15	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2015-16	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2016-17	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2017-18	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2018-19	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2019-20	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2020-21	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2021-22	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2022-23 adopted	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100
2023-24 proposed	\$ 85.00	\$ 85.00	\$ 0.1100	\$ 0.1100

**Paramedic Tax Ratio**

<b>Fiscal Year</b>	<b>Residential</b>	<b>Non-Residential</b>
2013-14	63.50%	36.50%
2014-15	63.60%	36.40%
2015-16	63.60%	36.40%
2016-17	56.99%	43.01%
2017-18	53.97%	46.03%
2018-19	53.40%	46.60%
2019-20	53.35%	46.65%
2020-21	52.77%	47.23%
2021-22	52.79%	47.21%
2022-23 adopted	53.88%	46.12%
2023-24 proposed	<b>54.76%</b>	<b>45.24%</b>



# Marin Independent Journal

4000 Civic Center Drive, Suite 301  
San Rafael, CA 94903  
415-382-7335  
legals@marinij.com

2070419

CITY OF SAN RAFAEL  
1400 FIFTH AVENUE  
CITY CLERK, ROOM 209  
SAN RAFAEL, CA 94901

## PROOF OF PUBLICATION (2015.5 C.C.P.)

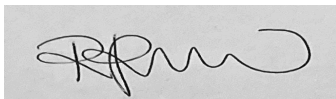
### STATE OF CALIFORNIA County of Marin

I am a citizen of the United States and a resident of the County aforesaid: I am over the age of eighteen years, and not a party to or interested in the above matter. I am the principal clerk of the printer of the MARIN INDEPENDENT JOURNAL, a newspaper of general circulation, printed and published daily in the County of Marin, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Marin, State of California, under date of FEBRUARY 7, 1955, CASE NUMBER 25566; that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

**04/07/2023**

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated this 11th day of April, 2023.



Signature

## PROOF OF PUBLICATION

Legal No. **0006744190**

### CITY OF SAN RAFAEL NOTICE OF PUBLIC HEARING

The City Council of the City of San Rafael will hold a public hearing:

**PURPOSE:**  
Public Hearing to consider adoption of an ordinance setting, at the maximum voter-approved limits, the paramedic services special tax rates on residential and non-residential units in the City of San Rafael, CSA 13, CSA 19 and Marinwood CSD, commencing in fiscal year 2023/2024.

**DATE/TIME/PLACE:**  
Monday, April 17, 2023 at 7:00 P.M.

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

**VIRTUAL PARTICIPATION:**  
The public may participate either by attending the meeting in person 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.

**WHAT WILL HAPPEN:**  
Staff will provide a presentation, members of the public can provide comments/questions, and the City Council will consider all public comment, deliberate, and decide whether to adopt the Ordinance.

**IF YOU CANNOT ATTEND:**  
You may submit comments regarding the proposed item by 4:00 p.m. the day of the meeting to Lindsay Lara, City Clerk, City of San Rafael, 1400 Fifth Avenue, San Rafael, CA 94901, or by email to [city.clerk@cityofsanrafael.org](mailto:city.clerk@cityofsanrafael.org). You can also hand deliver a letter prior to the public meeting. The City Clerk's office will forward your comments to the City Council and publish correspondence received to the agenda online. Comments received after 4:00 p.m. will be forwarded to the City Council and posted online the following day.

**FOR MORE INFORMATION:**  
You may contact Thomas Wong, Senior Management Analyst (415) 458-5360. Office hours are Monday through Friday, 8:30 a.m. to 5:00 p.m. You can also view the staff report after 4:00 p.m. on the Friday before the meeting at <https://www.cityofsanrafael.org/city-council-meetings/>

SAN RAFAEL CITY COUNCIL

/s/ Lindsay Lara  
LINDSAY LARA City Clerk

6744190 April 7, 2023