



AGENDA

SAN RAFAEL CITY COUNCIL - MONDAY, NOVEMBER 6, 2023

REGULAR MEETING AT 7:00 P.M.
San Rafael City Council Chambers
1400 Fifth Avenue, San Rafael, CA 94901

Watch Online:

Watch on Zoom Webinar: <https://tinyurl.com/cc-2023-11-06>

Watch on YouTube: www.youtube.com/cityofsanrafael

Listen by phone: (669) 444-9171

ID: 844-3204-9611#

One Tap Mobile: +16694449171,,84432049611# US

This meeting will be held in-person. This meeting is being streamed to YouTube at www.youtube.com/cityofsanrafael.

How to participate in the meeting:

- Provide them in-person at the meeting. You are welcome to come to the meeting and provide public comment in-person. Each speaker will have 2-minutes to provide public comment.
- Submit your comments by email by 4:00 p.m. the day of the meeting.

If you experience technical difficulties during the meeting, please contact city.clerk@cityofsanrafael.org.

OPEN SESSION - THIRD FLOOR CONFERENCE ROOM - 5:00 P.M.

1. Mayor Kate to announce Closed Session items.

CLOSED SESSION - THIRD FLOOR CONFERENCE ROOM - 5:00 P.M.

2. Closed Session:

- a. Conference with Labor Negotiators – Government Code Section 54957.6
Lead Negotiators: Timothy L. Davis and Allison B. Hernandez (Burke, Williams & Sorensen)
Agency Designated Representatives: Cristine Alilovich, Paul Navazio, Marissa Sanchez, Sylvia Gonzalez, Angela Nicholson, and Angela Robinson Piñon
Employee Organizations: San Rafael Police Mid-Management Association; Public Employee Union, Local 1; San Rafael Firefighters’ Association; San Rafael Police Association; SEIU Local 1021; Western Council of Engineers; San Rafael Fire Chief Officers’ Association; San Rafael Police Mid-Management Association; San Rafael Fire Chief Officers’ Association; Unrepresented Mid-Management; Unrepresented Executive Management
- b. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Government Code section 54956.9(d)(1): 1 case
Shaleeta Boyd, et al. v. City of San Rafael, et al. (U.S. District Court, N.D. Cal., Case No. 23-cv-04085-EMC)

CITY MANAGER AND COUNCILMEMBER REPORTS:

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

3. City Manager and Councilmember Reports:

CONSENT CALENDAR:

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

4. Consent Calendar Items:

a. **Approval of Minutes**

Approve Minutes of the Special and Regular City Council Meetings of October 2, 2023 and Special City Council Meetings of October 16, 2023 and October 23, 2023 (CC)

Recommended Action - Approve minutes as submitted

b. **Fire Commission Appointments**

Appointment of John Chung and Brian Waterbury to Fill Two Four-Year Terms as Alternate Members to the End of October 2027 on the Fire Commission (CC)

Recommended Action - Approve Appointments

c. **Pickleweed Advisory Committee**

Resolution Adopting New Bylaws for the Pickleweed Advisory Committee and Appointing Mydung Nguyen as an Alternate Member to the End of October 2027 on the Pickleweed Advisory Committee (CC)

Recommended Action - Adopt Resolution and Approve Appointment

d. **Proclamation in Recognition of Native American Heritage Month 2023 (CM)**

Recommended Action - Receive and file

e. **City Quarterly Investment Report**

Acceptance of City of San Rafael Quarterly Investment Report for the Quarter Ending September 30, 2023 (Fin)

Recommended Action - Accept Report

f. **Professional Services Agreement for Labor Negotiations Services**

Professional Services Agreement with Burke, Williams & Sorensen, LLP for Labor Negotiation Services, In an Amount Not to Exceed \$150,000 (HR)

Recommended Action - Authorize the City Manager to Enter into Agreement

g. **Albert Park Netting and Fencing Project**

Albert Park Netting and Fencing Project Bid Rejection (PW)

Recommended Action - Reject the Bid for the Albert Park Netting and Fencing Project and Direct Staff to Develop Design Alternatives

h. **Essential Facilities Construction Project - Fire Station 55 Site Improvements**

Authorize the City Manager to Approve Contract Amendments to the Construction Agreement with Michael Paul Company, Inc. for Miscellaneous Unforeseen Conditions Associated with the Fire Station 55 Site Work Project (PW)

Recommended Action - Authorize the City Manager to Approve Contract Amendments

SPECIAL PRESENTATIONS

5. Special Presentations:
 - a. **Presentation of Proclamation in Recognition of United Against Hate Week 2023 and Support for Not in Our Town (CM)**
 - b. **Presentation of Proclamation in Recognition of Mark Machado, Former Park and Recreation Commissioner, for 16 Years of Service (LR)**

PUBLIC HEARINGS

6. Public Hearings:
 - a. **Marin Sanitary Service Rates for 2024**
Recommended Action - Removed from agenda
 - b. **City Council Meeting Commencement Time**
Consideration of An Ordinance Amending Section 2.04.10 of the San Rafael Municipal Code Concerning Regular Meetings (CC)
Recommended Action - Waive further reading of the Ordinance and refer to it by title only, and introduce the Ordinance

OPEN TIME FOR PUBLIC EXPRESSION

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

SAN RAFAEL SUCCESSOR AGENCY:

1. Consent Calendar:
 - a. **Successor Agency Quarterly Investment Report**
Acceptance of Successor Agency Quarterly Investment Report for the Quarter Ending September 30, 2023 (Fin)
Recommended Action - Accept Report

ADJOURNMENT:

OPEN SESSION - COUNCIL CHAMBERS - FOLLOWING ADJOURNMENT

7. Mayor Kate to announce Closed Session items.

CLOSED SESSION - THIRD FLOOR CONFERENCE ROOM - FOLLOWING ADJOURNMENT

8. Closed Session:
 - a. Conference with Labor Negotiators - Government Code Section 54957.6
Lead Negotiators: Timothy L. Davis and Allison B. Hernandez (Burke, Williams & Sorensen)
Agency Designated Representatives: Cristine Alilovich, Paul Navazio, Marissa Sanchez, Sylvia Gonzalez, Angela Nicholson, and Angela Robinson Piñon

Employee Organizations: San Rafael Police Mid-Management Association; Public Employee Union, Local 1; San Rafael Firefighters' Association; San Rafael Police Association; SEIU Local 1021; Western Council of Engineers; San Rafael Fire Chief Officers' Association; San Rafael Police Mid-Management Association; San Rafael Fire Chief Officers' Association; Unrepresented Mid-Management; Unrepresented Executive Management

b. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Government Code section 54956.9(d)(1): 1 case

Shaleeta Boyd, et al. v. City of San Rafael, et al. (U.S. District Court, N.D. Cal., Case No. 23-cv-04085-EMC)

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/>.

Minutes subject to approval at the November 6, 2023 meeting

MINUTES



**SAN RAFAEL CITY COUNCIL SPECIAL MEETING
MONDAY, OCTOBER 2, 2023 AT 5:00 P.M.**

In-Person:

San Rafael City Hall
Third Floor Conference Room
1400 Fifth Avenue, San Rafael, CA 94901

Participate Virtually:

Watch on Zoom Webinar: <https://tinyurl.com/ccsm-2023-10-02>

Listen by phone: (669) 900-9128

ID: 825-2571-0612#

One Tap Mobile: +16699009128,,82525710612# US

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

Absent: None

Also Present: City Clerk Lindsay Lara

Mayor Kate called the meeting to order at 5:03 p.m. and requested City Clerk Lindsay Lara call the roll. All members of the City Council were present.

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

1. Boards, Commissions and Committees Interviews

Interview Applicants for Planning Commission and Design Review Board and Make Appointments (CC):

a. Design Review Board Interviews

Interview Applicants and Make an Appointment to Fill One Four-Year Term to the End of October 2027 on the Design Review Board Due to the Expiration of Term of Stewart Summers (CC)

Recommended Action - Appoint one applicant

The City Council interviewed the following applicants: Gerrod Herndon and Stewart Summers. Maureen de Nieva-Marsh withdrew her application.

After discussion, there was consensus to appoint Stewart Summers to fill one four-year term to the end of October 2027 on the Design Review Board.

b. Planning Commission Interviews

Interview Applicants and Make Appointments to Fill One Four-Year Term as a District 2 Representative and One Four-Year Term as a District 3 Representative to the End of October 2027 on the Planning Commission Due to the Expiration of Terms of Shingai

Samudzi and Kelly Shalk (CC)

Recommended Action - Appoint one applicant to District 2 Representative and one applicant to District 3 Representative

The City Council interviewed the following applicants: Gerrod Herndon, Pooja Rawat, Samina Saude, Danielle Mahoney, Losalini Reeves and Shingai Samudzi.

After discussion, there was consensus to appoint Samina Saude to fill one four-year term as a District 2 Representative and to appoint Shingai Samudzi to fill one four-year term as a District 3 Representative to the end of October 2027 on the Planning Commission.

ADJOURNMENT:

Mayor Kate adjourned the meeting at 6:28 p.m.

LINDSAY LARA, City Clerk

APPROVED THIS ____ DAY OF _____, 2023

KATE COLIN, Mayor

DRAFT



MINUTES

SAN RAFAEL CITY COUNCIL - MONDAY, OCTOBER 2, 2023

REGULAR MEETING AT 7:00 P.M.

In-Person:

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

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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.

If you experience technical difficulties during the meeting, please contact city.clerk@cityofsanrafael.org.

OPEN SESSION - THIRD FLOOR CONFERENCE ROOM - 6:00 PM

Dial-in: (669) 900-9128, Meeting ID# 825-2571-0612#

1. Mayor Kate announced Closed Session items.

CLOSED SESSION - THIRD FLOOR CONFERENCE ROOM - 6:00 PM

2. Closed Session:

- a. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Government Code section 54956.9(d)(1): 2 cases

1. *City of San Rafael v. Francisco Boulevard Investors, LLC* (Marin Superior Court, Case No. CIV2202980)
2. *Shaleeta Boyd, et al. v. City of San Rafael, et al.* (U.S. District Court, N.D. Cal., Case No. 23-cv-04085-EMC)

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

Absent: None

Also Present: City Manager Cristine Alilovich
City Attorney Robert Epstein

City Clerk Lindsay Lara

Mayor Kate called the meeting to order at 7:02 p.m. and invited City Clerk Lindsay Lara to call the roll.

City Attorney Rob Epstein announced there was no reportable action in Closed Session.

Mayor Kate provided opening remarks, which included appreciation to City staff, comments on hate speech, moving Open Time for Public Expression to the end of the meetings, a future resolution changing the regular meeting start time to 6 p.m. and a land acknowledgment.

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.

CITY MANAGER AND COUNCILMEMBER REPORTS:

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

3. City Manager and Councilmember Reports:

City Manager Cristine Alilovich:

- Movies in the Park Update - Event starts at 5pm and movie to start 15 minutes after sunset.
 - Friday, October 6, Monsters University at Terra Linda Park
- Dia de los Muertos Car Procession to be held Saturday, October 21 at 3pm
Applications to participate in the car procession due Friday, October 6
- Agism Awareness Day is Saturday, October 7
- Nightwork Street Paving Update

City Councilmember Reports:

- Vice Mayor Llorens Gulati reported on Coastal Clean-up Day, the League of California Cities Conference, Movies in the Park, a Marin Clean Energy Board retreat, a Marin County Council of Mayors & Councilmembers (MCCMC) meeting, the City employee bocce tournament and a celebration of Guatemala festival.
- Councilmember Kertz reported on serving on a panel of the Aging Action Initiative, a Boost School ribbon-cutting, the Spirit of Marin Awards, an upcoming Movies in the Park, and speaking (as a member of Bay Area Network of Jewish Officials (BANJO)) at a MCCMC meeting.
- Councilmember Hill reported on the Cal Cities Conference, the California League of Cities Asian Pacific Islander Caucus and a MCCMC meeting.
- Councilmember Bushey reported on Marin Transit, the San Rafael Sanitation District Strategic Plan interviews, meeting with the representative from the Northgate development proposal, a MCCMC meeting and the City employee bocce tournament.
- Mayor Kate reported on a BayWAVE field trip, a ribbon-cutting for the Centertown Grand Reopening hosted by EAH Housing and BRIDGE Housing, a Transportation Authority of Marin (TAM) meeting and the upcoming Nationwide Emergency Alert Test on Wednesday, October 4.

Mayor Kate invited public comment.

Speaker: Name withheld

CONSENT CALENDAR:

Councilmember Bushey requested item 4.a be held from the Consent Calendar.

Mayor Kate invited public comment on all items on the Consent Calendar.

Speakers: Al Vetere, Name withheld

Vice Mayor Llorens Gulati moved and Councilmember Kertz seconded to approve the remainder of the Consent Calendar, Agenda Items 4b-4d.

4. Consent Calendar Items:

a. **Approval of Minutes**

Approve Minutes of the Regular City Council Meeting of September 18, 2023 (CC)

Approved minutes as submitted

Councilmember Hill moved and Vice Mayor Llorens Gulati seconded to approve the minutes as submitted. Councilmember Bushey recused herself.

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

NOES: Councilmembers: None

ABSENT: Councilmembers: None

RECUSAL: Councilmembers: Bushey

b. **Information Technology Services Agreement Renewal**

Authorize the City Manager to Execute a General Service Agreement with Addendum with Xantrion, Inc., for Information Technology Services from November 1, 2023 Through October 31, 2024 In an Amount Not to Exceed \$1,131,000 (DS)

Authorized the City Manager to execute a general service agreement with addendum with Xantrion, Inc., for information technology services from November 1, 2023 through October 31, 2024 in an amount not to exceed \$1,131,000

c. **Proclamations**

Proclamation Supporting Indigenous People's Day 2023 (CM)

Proclamation Supporting Cybersecurity Awareness Month (DS)

Proclamation Supporting Fire Prevention Week 2023 (FD)

Received and filed

d. **Special Event Street Closures**

Resolution Authorizing the Temporary Closure of Fourth Street Between A Street and Lootens Place in San Rafael for the Mill Valley Film Festival Closing Party (PD)

Resolution 15253 - Resolution Authorizing the Temporary Closure of Fourth Street Between A Street and Lootens Place in San Rafael for the Mill Valley Film Festival Closing Party

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

NOES: Councilmembers: None

ABSENT: Councilmembers: None

OTHER AGENDA ITEMS:

5. Other Agenda Items:

a. **City Emergency Operations Plan Adoption**

Resolution Adopting the City of San Rafael Emergency Operations Plan (FD)

Quinn Gardner, Emergency Operations Director presented the Staff Report, and introduced Steven Torrence, Director of Emergency Management for Marin County who provided comments.

Staff responded to questions from the City Council.

Mayor Kate invited public comment.

Speakers: Al Vetere, Eva Chrysanthe

Councilmembers provided comments.

Vice Mayor Llorens Gulati moved and Councilmember Kertz seconded to adopt the resolution adopting the City of San Rafael Emergency Operations Plan.

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

NOES: Councilmembers: None

ABSENT: Councilmembers: None

Resolution 15254 - Resolution Adopting the City of San Rafael Emergency Operations Plan.

OPEN TIME FOR PUBLIC EXPRESSION

- Al Vetere addressed the City Council regarding CARE Court.

SAN RAFAEL SUCCESSOR AGENCY:

1. Consent Calendar: - None.

ADJOURNMENT:

Mayor Kate adjourned the meeting at 8:33 p.m., in honor of Dianne Feinstein.

OPEN SESSION - COUNCIL CHAMBERS - FOLLOWING ADJOURNMENT

6. Mayor Kate announced Closed Session items.

CLOSED SESSION - THIRD FLOOR CONFERENCE ROOM - FOLLOWING ADJOURNMENT

7. Closed Session:

a. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Government Code section 54956.9(d)(1): 2 cases

1. *City of San Rafael v. Francisco Boulevard Investors, LLC* (Marin Superior Court, Case No. CIV2202980)
2. *Shaleeta Boyd, et al. v. City of San Rafael, et al.* (U.S. District Court, N.D. Cal., Case No. 23-cv-04085-EMC)

LINDSAY LARA, City Clerk

APPROVED THIS ____ DAY OF _____, 2023

KATE COLIN, Mayor

DRAFT

Minutes subject to approval at the November 6, 2023 meeting



**MINUTES
SAN RAFAEL CITY COUNCIL SPECIAL MEETING
MONDAY, OCTOBER 16, 2023 AT 5:00 P.M.**

In-Person:

**San Rafael City Hall
Third Floor Conference Room
1400 Fifth Avenue, San Rafael, CA 94901**

Watch online:

Watch on Zoom Webinar: <https://tinyurl.com/ccsp-2023-10-16>

Listen by phone: (669) 900-9128

ID: 868-6585-5413#

One Tap Mobile: +16699009128,,86865855413# US

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

Absent: None

Also Present: City Clerk Lindsay Lara

Mayor Kate called the meeting to order at 5:04 p.m. and requested City Clerk Lindsay Lara call the roll. All members of the City Council were present.

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

1. Boards, Commissions and Committees Interviews

Interview Applicants for the Fire Commission, Park and Recreation Commission, Pickleweed Advisory Committee, and Make Appointments (CC):

a. Fire Commission Interviews

Interview Applicants and Make an Appointment to Fill One Unexpired Four-Year Term to the End of October 2025 on the Fire Commission Due to the Resignation of Nadine Atieh Hade (CC)

Recommended Action - Appoint one applicant

The City Council interviewed the following applicants: Brian Waterbury, Donna McCusker and John Chung. Gerrod Herndon withdrew his application.

After discussion, there was consensus to appoint Donna McCusker to fill one unexpired four-year term to the end of October 2025 on the Fire Commission, and Council recommended Staff return to a future City Council meeting to recommend appointment of John Chung as first Alternate Member and Brian Waterbury as second Alternate Member on the Fire Commission.

b. Park & Recreation Commission Interviews
Interview Applicants and Make Appointments to Fill Two Four-Year Terms to the End of October 2027 on the Park and Recreation Commission Due to the Expiration of Terms of Mark Machado and Cicily Emerson (CC)

Recommended Action - Appoint two applicants

The City Council interviewed the following applicants: Andrei Pasternak and Cicily Emerson. Gerrod Herndon, Danielle Mahoney, and Losalini Reeves withdrew their applications.

Mayor Kate declared a recess at 6:16 p.m.

Mayor Kate called the meeting back in session at 6:23 p.m.

Vice Mayor Llorens Gulati moved, and Councilmember Kertz seconded, to appoint Andrei Pasternak and Cicily Emerson to fill two four-year terms to the end of October 2027 on the Park & Recreation Commission.

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

c. Pickleweed Advisory Committee Interviews
Interview Applicants and Make an Appointment to Fill One Four-Year Alternate Member Term to the End of October 2027 on the Pickleweed Advisory Committee (CC)

Recommended Action - Appoint one applicant

Mayor Kate declared a recess at 6:27 p.m.

Mayor Kate called the meeting back in session at 6:30 p.m.

The City Council interviewed the following applicants: Darlin Ruiz. Gerrod Herndon withdrew his application, and Mydung Nguyen was not interviewed due to scheduling, but a subcommittee of the City Council interviewed her the week prior for the Police Accountability and Advisory Committee.

Mayor Kate declared a recess at 6:43 p.m.

Mayor Kate called the meeting back in session at 6:55 p.m.

Vice Mayor Llorens Gulati moved, and Councilmember Kertz seconded to appoint Darlin Ruiz to fill one four-year alternate member term to the end of October 2027 on the Pickleweed Advisory Committee, and recommended Staff return to a future City Council meeting to change the bylaws to allow for more than one Alternate Member, and an appointment of Mydung Nguyen as the second Alternate Member.

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

ADJOURNMENT:

Mayor Kate adjourned the meeting at 7:04 p.m.

OPEN SESSION:

Mayor Kate announced Closed Session items.

CLOSED SESSION:

Closed Session:

a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code section 54956.9(d)(1): 3 cases

- a. California Newspapers Partnership v. City of San Rafael (Marin Superior Court, Case No. CV0000041)
- b. Theo Emison v. City of San Rafael (Marin Superior Court, Case No. CV0000039)
- c. Shaleeta Boyd, et al. v. City of San Rafael, et al. (U.S. District Court, N.D. Cal., Case No. 23-cv-04085-EMC)

LINDSAY LARA, City Clerk

APPROVED THIS ____ DAY OF _____, 2023

KATE COLIN, Mayor



Minutes subject to approval at the November 6, 2023 meeting

**MINUTES
SAN RAFAEL CITY COUNCIL SPECIAL MEETING
MONDAY, OCTOBER 23, 2023 AT 6:30 P.M.**

In-Person:

**San Rafael City Hall
Third Floor Conference Room
1400 Fifth Avenue, San Rafael, CA 94901**

Watch online:

Watch on Zoom Webinar: <https://tinyurl.com/ccsp-2023-10-23>

Listen by phone: (669) 900-9128

ID: 831-3594-8962#

One Tap Mobile: +16699009128,,83135948962#

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

Absent: Councilmember Hill

Also Present: City Clerk Lindsay Lara

Mayor Kate called the meeting to order at 6:30 p.m. All members of the City Council were present, except for Councilmember Hill.

Mayor Kate invited public comment.

Speakers: Steve Bingham, Heidi Merchen

1. Police Accountability and Advisory Committee Interviews

Interview Applicants and Make Appointments to Fill Four Four-Year Terms to the End of October 2027, Three Two-Year Terms to the End of October 2025, and Alternate Member(s) on the Newly Established Police Accountability and Advisory Committee (CC)

The City Council interviewed the following applicants: Paula Kamena, Karla Valdez, Darlin Ruiz, Marilyn Alvarez, Mydung Nguyen, Daniel Alm, Daryoush Davidi, Fatai Tokolahi, Jenna Kerler, Salamah Locks, and William O'Connell. Isaac Campbell withdrew his application.

The City Council deliberated on applicants.

Vice Mayor Llorens Gulati moved, and Rachel Kertz seconded, to appoint Paula Kamena, Darlin Ruiz, Daryoush Davidi and Mydung Nguyen to four four-year terms to October 2027, and Marilyn Alvarez, Fatai Tokolahi and Daniel Alm to three two-year terms to October 2025, and Salamah Locks and Karla Valdez to two Alternate Member Terms to the end of October 2027.

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

NOES: Councilmembers: None

ABSENT: Councilmembers: Hill

ADJOURNMENT:

Mayor Kate adjourned the meeting at 9:01 p.m.

LINDSAY LARA, City Clerk

APPROVED THIS ____ DAY OF _____, 2023

KATE COLIN, Mayor

DRAFT



SAN RAFAEL CITY COUNCIL STAFF REPORT

Department: City Clerk

Prepared by: Lindsay Lara, City Clerk

City Manager Approval: 

TOPIC: FIRE COMMISSION APPOINTMENTS

SUBJECT: APPOINTMENT OF JOHN CHUNG AND BRIAN WATERBURY TO FILL TWO FOUR-YEAR TERMS AS ALTERNATE MEMBERS TO THE END OF OCTOBER 2027 ON THE FIRE COMMISSION

RECOMMENDATION:

Appoint John Chung and Brian Waterbury to Fill Two Four-Year Terms to the End of October 2027 on the Fire Commission.

BACKGROUND:

On October 16, 2023, the City Council held interviews to make an appointment to fill the unexpired term of Nadine Atieh-Hade on the Fire Commission. Donna McCusker was appointed to fill the unexpired term, but the City Council provided a recommendation to Staff to appoint John Chung and Brian Waterbury as Alternate Members to the Fire Commission.

ANALYSIS:

As expressed in the Board, Commission and Committee (BCC) Rules and Procedures, if more than one Alternate member exists, there shall be a pre-determined first and second Alternate, and they shall alternate between first and second Alternate member annually. First Alternates shall vote in the absence of one voting member, and Second Alternates shall vote in the absence of a second voting member. John Chung would be appointed as the first Alternate Member, and Brian Waterbury will be appointed as the second Alternate Member through the end of December 2024.

FISCAL IMPACT:

There is no fiscal impact associated with this item.

ATTACHMENT:

1. Two (2) Applications
2. Bylaws

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

#40

INCOMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, September 18, 2023 12:21:48 PM
Last Modified: Monday, September 18, 2023 12:37:35 PM
Time Spent: 00:15:46
IP Address: 73.92.206.164

Page 1

Q1

Contact Information / Información del contacto

First and Last Name / Nombre y Apellido	Brian J Waterbury
Address / Dirección	[REDACTED]
City / Ciudad	San Rafael
State / estado	CA.
ZIP/Postal Code / Código postal	94901
Email Address / Dirección de correo electrónico	[REDACTED]
Phone Number / Número de teléfono	[REDACTED]

Q2

District 1/Southern / Distrito 1/Sur

What district do you currently live in? ¿En qué distrito vive actualmente?

Q3

How long have you lived in San Rafael?

Since 1961

Q4

Business Information

Company	Retired
---------	----------------

Q5

How did you hear about this vacant position?

Other (please specify):
Deputy Fire Chief Robert Sennott

Q6

Fire Commission

What Board would you like to apply to? ¿A cuál te gustaría aplicar?

Page 3

Q10

Do you participate in any civic activities? If so, what are they?

Rotary Club of Terra Linda. San Rafael Elks Lodge 1108.

Q11

List any civic organizations of which you are a member:

Rotary Club of Terra Linda. San Rafael Elks Lodge 1108.

Q12

Education:

BPA. Bachelors in public administration from University of San Francisco.

Q13

Why are you interested in serving on a board or commission?

My whole life has been devoted to community service, YMCA, Boy Scouts, Terra Linda Volunteer Fire Department, U.S. Navy, City of San Rafael Fire Department, Program manager Marin Medical Reserve Corps. I have the skills and experience to enhance the effectiveness of the Fire Commission.

Q14

Describe possible areas in which you may have a conflict of interest with the City:

Workers Comp claim adjusted.

Q15

Upload your resume.

SRFD%20Fire%20Commission.pdf (95.2KB)

Page 5: Demographics / Datos demográficos

BRIAN J. WATERBURY
Applicant
City of San Rafael Fire Commission



Brian Waterbury has more than 39 years of Fire Service experience and retired in 2005 Division Chief from the City of San Rafael Fire Department in the San Francisco Bay Area.

Chief Waterbury's many administrative responsibilities included long range planning, budgeting, training, human resources, community relations, development and implementing policy and disaster preparedness.

Chief Waterbury is currently a member of the San Rafael Elks Lodge and Past President of the Rotary Club of Terra Linda, The American Legion and Veterans of Foreign Wars.

Brian firmly believes that the "Power of Disaster Preparedness and response lies not with Local, State or Federal Governments, but with the Community."

Brian has a bachelor's degree in public administration from the University of San Francisco and has extensive coursework at the California State Training Institute and FEMA's Center for Domestic Preparedness (CDP).

#39

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, September 13, 2023 11:37:21 AM
Last Modified: Wednesday, September 20, 2023 10:08:59 PM
Time Spent: Over a day
IP Address: 73.71.105.24

Page 1

Q1

Contact Information / Información del contacto

First and Last Name / Nombre y Apellido	John Chung
Address / Dirección	[REDACTED]
City / Ciudad	San Rafael
State / estado	CA
ZIP/Postal Code / Código postal	94901
Email Address / Dirección de correo electrónico	[REDACTED]
Phone Number / Número de teléfono	[REDACTED]

Q2

District 3/Eastern / Distrito 3/Este

What district do you currently live in? ¿En qué distrito vive actualmente?

Q3

How long have you lived in San Rafael?

26 years

Q4

Business Information

Company	San Francisco Fire Department (retired)
Address	698 Second Street
City/Town	San Francisco
ZIP/Postal Code	94107

Q5

Friend

How did you hear about this vacant position?

Q6

Fire Commission

What Board would you like to apply to? ¿A cuál te gustaría aplicar?

Page 3

Q10

Do you participate in any civic activities? If so, what are they?

Golf Coach - San Rafael High School (girls and boys team)

Q11

List any civic organizations of which you are a member:

San Rafael High Athletic Boosters

Q12

Education:

BA Criminal Justice - San Francisco State University

Masters of Business Administration - San Francisco State University

Q13

Why are you interested in serving on a board or commission?

I have fire service experience and would like to serve the community in which i live

Q14

Describe possible areas in which you may have a conflict of interest with the City:

none

Q15

Upload your resume.

John%20Chung.pdf (35.8KB)



John Chung

San Rafael, CA 94901

Work History

1/2021 to 6/2021 **Training Officer – San Francisco Fire Department**

Train and test new recruit class to all aspects of firefighting. Includes hose leads, raising ladders, EMS, pump operations, equipment, and rescue

10/2008 to 10/2009 & 1/2011 to 1/2021- **Lieutenant – Fire Suppression – San Francisco Fire Department**

Company to officer on Engine and Truck companies. Respond to fires and other emergencies as dispatched. Train probationary firefighters, conduct inspections, conduct drills, and administrative duties.

10/2009 to 12/2010 – **Captain – Bureau of Equipment – San Francisco Fire Department**

Manage SFFD fleet and all equipment that goes on each apparatus. Write specifications for new apparatus, test new equipment, and purchasing. Supervise crew of fire apparatus mechanics.

10/1991 – 10/2008 - **Firefighter – San Francisco Fire Department**

Various roles, working 24 hour watches, such as EMT, apparatus operator, firefighter. Respond to calls as dispatched, under the supervision of a company officer.

Related experience:

Instructor – City College of San Francisco; Fire Academy and Fire Science (2008 – present)

State Fire Training Certification in Driver 1A (apparatus operation) and Driver 1B (pump operations)

Subject Matter Expert – Engine operations specializing in pump operations.

FIRE COMMISSION BYLAWS

ARTICLE I. NAME AND PURPOSE

Section 1.1. Name. The name of this body shall be the City of San Rafael Fire Commission, hereinafter referred to as the “Commission.”

Section 1.2. Purpose. The purpose of the Fire Commission is to advise and support the goals and objectives of the San Rafael Fire Department as articulated by the Fire Chief.

Section 1.3. Commission Responsibility. The Commission’s authority is advisory only. The Fire Commission has no power to act on behalf of the City of San Rafael or any other entity.

Subject to the direction and control of the city council, as provided in Section 2.04.030 of the San Rafael Municipal Code, the powers and duties of the Fire Commission shall be:

1. To review and recommend concerning the future needs of the fire department in respect to long-range capital needs, including buildings, training facilities, and water mains and hydrant replacements;
2. To review the relationship of the fire department with other governmental agencies and private entities concerning topics which the commission feels present a true and pressing need for the city's fire service, i.e., mutual aid and the fire rating system of the Independent Insurance Office;
3. To recommend to the fire chief and the city council action concerning initial adoption and future amendments to the fire prevention code, the building code, and other such ordinances which pertain to the prevention of fires within the community;
4. To receive monthly reports from the department head concerning the general operations and functions of the department;
5. To perform such other duties as may be prescribed by the city council.

ARTICLE II. MEMBERSHIP

Section 2.1. Number of Members. The Commission shall consist of five (5) members, one of which may be a Councilmember. The City Council has the authority to appoint alternates as needed. The Chief of the fire department shall be an ex officio member of the Commission but shall not be entitled to vote as a member of the Commission.

Section 2.2. Eligibility. Commissioners shall be residents of the city of San Rafael.

Section 2.3. Appointment of Commissioners. Commissioners shall be appointed by the City Council. Appointments shall be published on the website for the City of San Rafael in accordance with Government Code Section 54973, as amended from time to time.

Section 2.4. Terms of Appointment. Each Commissioner shall serve a term of four (4) years. An effort will be made to ensure that the terms are staggered, and not all of the appointments expire in the same year.

Section 2.5. Term Limits. Commissioners shall be limited to two (2) consecutive four-year terms. Additional terms may be served if there is a break between terms.

Section 2.6. Absence and Removal. An unexcused absence from two (2) consecutive Commission meetings without notification to the Staff Liaison shall be considered a voluntary resignation from the Commission. Previously dismissed Commissioners may be eligible for reappointment to the Commission. Commissioners shall be subject to removal by the affirmative vote of three members of the city council.

Section 2.7. Compensation. Commissioners serve without compensation.

ARTICLE III. MEETINGS

Section 3.1. Time and date of Regular Meeting. Notification of meeting place, date, and time shall be rendered to the public through posting on the City of San Rafael website. The Commission shall meet once per month, unless there is no business to conduct, and shall be scheduled annually. The schedule for the upcoming year will be set by December of the previous year.



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: City Clerk’s Office

Prepared by: Lindsay Lara, City Clerk

City Manager Approval: 

TOPIC: PICKLEWEED ADVISORY COMMITTEE

SUBJECT: RESOLUTION ADOPTING NEW BYLAWS OF THE PICKLEWEED ADVISORY COMMITTEE AND APPOINTING MYDUNG NGUYEN AS AN ALTERNATE MEMBER TO THE END OF OCTOBER 2027 ON THE PICKLEWEED ADVISORY COMMITTEE

RECOMMENDATION:

Adopt a resolution adopting new bylaws for the Pickleweed Advisory Committee; and appointing Mydung Nguyen as an Alternate Member to the end of October 2027 to the Pickleweed Advisory Committee.

BACKGROUND:

In 1982, the Pickleweed Advisory Board was created through the Joint Use Agreement between the City and the Canal Community Alliance. The Agreement was amended in 1984, 1992, and 1997, but the Board remained constant as an advisory body charged with making recommendations regarding the now-Albert J. Boro Community Center facility and Pickleweed Park’s use, programs, and policies. In 2006, the Agreement was terminated, and the City Council approved new “Community Use Policies” for the management of the then-Pickleweed Park Community Center as well as a set of “Guidelines and Policy” for governance of the Pickleweed Advisory Board. In 2019, the City Council adopted a resolution changing the name of the Pickleweed Advisory Board to the Pickleweed Advisory Committee and adopted new bylaws for Committee governance. In 2021, the City Council adopted a resolution approving new bylaws for the Committee governance to increase its membership from five to seven members due to the increased interest in civic participation and leadership among Canal residents.

In 2022, the City Clerk’s office amended bylaws for all board, commission, and committees (BCCs), and removed limitations on the number of Alternate Members each BCC may have to allow for flexibility for the City Council to appoint more Alternate Members, as needed. The Pickleweed Advisory Committee was not included in this round of updates because it had been recently amended to the recommended template. Staff recommends adopting new bylaws to bring the Pickleweed Advisory Committee bylaws to uniformity with our other BCCs.

On October 16, 2023, the City Council held interviews for the Pickleweed Advisory Committee and appointed Darlin Ruiz to serve as the Alternate Member on the Pickleweed Advisory Committee. The City Council was interested in appointing Mydung Nguyen as the Second Alternate Member but were unable to make the appointment because the Bylaws clearly state the Committee shall have one

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

Alternate Member. The City Council provided feedback to staff expressing a desire to remove the limitation of having only one Alternate Member on the Committee.

ANALYSIS:

Bylaws

When the Bylaws were amended in 2019, they indicated the Pickleweed Advisory Committee would have one (1) Alternate Member and included other sections in the Bylaws that are now covered in the Boards, Commissions, Committees Rules & Procedures document, adopted in 2023. Staff recommend adopting new bylaws to allow the City Council to appoint any number of Alternate Members, using the BCC Rules & Procedures guidelines of having a first and second Alternate that rotates annually. In addition to the administrative updates to the Bylaws.

Appointment

On October 16, 2023, the City Council held interviews for the appointment of an Alternate Member on the Pickleweed Advisory Committee. Darlin Ruiz was appointed to serve as the Alternate Member, but the City Council recommended the subsequent appointment of Mydung Nguyen at a future City Council meeting and recommended bringing an item reviewing the Bylaws for the Pickleweed Advisory Committee. Staff recommends that Mydung Nguyen be appointed as the 2nd Alternate Member to the Pickleweed Advisory Committee.

COMMUNITY OUTREACH:

As stated in the current bylaws, "All proposed amendments to the Bylaws shall be made available to the membership at least ten (10) days prior to the meeting at which the City Council will vote on the proposed changes." Current Pickleweed Advisory Committee members were therefore sent the proposed draft bylaws and have been notified of the meeting date in which the City Council will consider adopting the proposed change.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

RECOMMENDED ACTION:

Adopt a resolution adopting new bylaws for the Pickleweed Advisory Committee; and appointing Mydung Nguyen as an Alternate Member to the end of October 2027 to the Pickleweed Advisory Committee.

ATTACHMENTS:

1. Resolution
2. Exhibit A to Resolution: Pickleweed Advisory Committee Bylaws
3. Mydung Nguyen Application

RESOLUTION NO.

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN RAFAEL
ADOPTING NEW BYLAWS OF THE PICKLEWEED ADVISORY COMMITTEE**

WHEREAS, by Resolution No. 11884 the City Council approved policy changes on February 6, 2006 allowing for increased community use at the Albert J. Boro Community Center (formerly known as the Pickleweed Park Community Center) for little or no charge; and

WHEREAS, the results of those changes created a more vital and inclusive community center by allowing valuable new programs and services to use the space and support needed to best serve the Canal neighborhood and its residents; and

WHEREAS, by Resolution No. 12003 adopted July 17, 2006, the City Council established a Pickleweed Advisory Board under new "Guidelines and Policy" to assist staff with the review and implementation of the Community Center's Use Policies and Procedures; and

WHEREAS, by Resolution No. 14727 adopted October 7, 2019, the City Council expanded and amended the Pickleweed Advisory Board Guidelines and Policy by renaming the Board the "Pickleweed Advisory Committee" and adopting new bylaws; and

WHEREAS, by Resolution No. 14901 adopted April 19, 2021, the City Council amended the Pickleweed Advisory Committee Composition by changing its membership from five to seven members and one (1) Alternate Member and adopting new bylaws; and

WHEREAS, the City Council wishes to expand the Pickleweed Advisory Committee to meet community interest and representation by adopting revised Pickleweed Advisory Committee Bylaws set forth in Exhibit A attached and incorporated herein;

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby adopts the City of San Rafael Pickleweed Advisory Committee Bylaws as set forth in Exhibit A.

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 6th day of November 2023, by the following vote, to wit:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

LINDSAY LARA, City Clerk

EXHIBIT A: PICKLEWEED ADVISORY COMMITTEE BYLAWS

PICKLEWEED ADVISORY COMMITTEE BYLAWS

ARTICLE I. NAME AND PURPOSE

Section 1.1. Name. The name of this body shall be the City of San Rafael Pickleweed Advisory Committee, hereinafter referred to as the "Pickleweed Advisory Committee," or the "Committee."

Section 1.2. Purpose. The Pickleweed Advisory Committee provides valuable input in representing and advocating for Canal area resident's needs and wishes for programs and services; and is a primary public networking resource between the Canal residents, representatives from governmental and non-profit agencies, and others. The Pickleweed Advisory Committee works in conjunction with the City of San Rafael.

Section 1.3. Committee Responsibility. The Pickleweed Advisory Committee's responsibilities shall be in accord with these Bylaws, as amended from time-to-time by the City Council. The Pickleweed Advisory Committee's authority is advisory only. The Pickleweed Advisory Committee has no power to act on behalf of the City of San Rafael or any other entity.

The duties of the Pickleweed Advisory Committee shall include the following:

1. The Advisory Committee shall be responsible for advising the Park and Recreation Commission, City Council and City Staff on all matters pertaining to the facilities, programs and services of the Albert J. Boro Community Center and Pickleweed Park;
2. As needed, make recommendations on policies and procedures governing the use of the Albert J. Boro Community Center and Pickleweed Park in accordance with the mission of the City of San Rafael;
3. Assist the City with reviewing and evaluating "Use Agreements for Co-Sponsored Programming" at the Albert J. Boro Community Center and Pickleweed Community Park;
4. Promote the use and support of the Albert J. Boro Community Center and Pickleweed Park within Canal area neighborhood, including working in cooperation with citizen and business organizations, foundations, school districts and other governmental agencies.
5. The Committee shall have no authority to direct, nor shall it direct, City staff, officials or volunteers;

~~**Section 1.4. Brown Act.** All meetings of the Pickleweed Advisory Committee shall be open and public, and all persons shall be permitted to attend any meeting of the Pickleweed Advisory Committee, except as otherwise provided in Government Code Section 54952.~~

ARTICLE II. MEMBERSHIP

Section 2.1. Number of Members. The Pickleweed Advisory Committee shall consist of a total of ten (10) members as follows: seven (7) voting members, ~~one (1) alternate member~~, one (1) non-voting representative from the Park and Recreation Commission and one (1) non-voting City staff member who will act as the Committee Chairperson. The City Council has the authority to appoint alternates as needed. The City staff member will typically be the Albert J. Boro site supervisor, but in all instances shall be appointed by the City Manager.

Section 2.2. Eligibility. The Committee shall be composed of seven (7) regular voting members which may include up to two (2) youth members, and the City Council has the authority to appoint alternates as needed, plus one (1) alternate member. Each shall have the same duties and responsibilities and shall consist of the following:

1. Members of the Committee shall be at least 18 years of age, except for the youth members who shall be a minimum age of a high school 9th grade student
2. At least six (6) regular voting members of the Committee shall reside within the Canal neighborhood
3. One (1) member of the Committee must be a City of San Rafael resident but may reside outside of the Canal neighborhood.

Section 2.34. Appointment of Committee Members. With exception of the representative of the Park and Recreation Commission and City staff, all other regular voting members and alternate member(s) shall be appointed by the City Council. Appointments shall be published on the website for the City of San Rafael in accordance with Government Code Section 54973, as amended from time to time. The representative from the Park and Recreation Commission will be selected by the Park and Recreation Commission on an annual basis.

Section 2.45. Terms of Appointment. With exception of the representative from the Park and Recreation Commission, each Committee Member shall serve a term of four (4) years. An effort will be made to ensure that the terms are staggered, and not all of the appointments expire in the same year.~~member shall serve a minimum term of four (4) years but not more than two consecutive terms. However, if there is a vacancy on the Committee, the City Council has the authority to extend a current Committee member's term at their discretion. Members may also reapply to Committee following an absence of at least one term. An effort will be made to ensure that the terms are staggered, and not all of the appointments expire in the same year. A Committee member whose term is expiring should notify the Chairperson at least thirty (30) days before the end of his/her term whether he/she wishes to continue his/her membership.~~

The representative from the Park and Recreation Commission shall serve a term of one (1) year, but not more than two consecutive terms. However, if there is a vacancy, the Park and Recreation Commission has the authority to extend the current representative's term at their discretion.

Section 2.5. Term Limits. Committee Members shall be limited to two (2) consecutive four-year terms. Additional terms may be served if there is a break between terms.

~~**Section 2.6. Resignation.** All resignations from the Pickleweed Advisory Committee shall be submitted in writing to the Chairperson. The resigning Committee member should provide as much notice as possible.~~

~~**Section 2.67. Absence and Removal.** An unexcused absence from two (2) consecutive Commission meetings without notification to the Staff Liaison shall be considered a voluntary resignation from the Commission. Previously dismissed Commissioners may be eligible for reappointment to the Commission. Commissioners shall be subject to removal by the affirmative vote of three members of the city council. Attendance at any regularly scheduled meeting is a necessary part of being an effective Committee member. If a member is unable to attend a regularly scheduled meeting, the member should notify the Chairperson at least twenty-four (24) hours in advance of a regularly scheduled meeting to have an excused absence. An unexcused absence from two (2) consecutive Pickleweed Advisory Committee meetings without notification to the Chairperson, or six absences (whether excused or unexcused) in any term, shall result in immediate removal from membership on the Committee. Previously dismissed Committee members may be eligible for reappointment to the Committee in accordance with Section 2.4.~~

~~**Section 2.8. Vacancies.** Vacancies, no matter how arising, shall be published on the website for the City of San Rafael in accordance with Government Code Section 54973, as amended from time to time.~~

Section 2.9. Compensation. Committee members serve without compensation.

~~**Section 2.10. Duties of the Chairperson.** The Chairperson shall preside over all Pickleweed Advisory Committee meetings and shall be responsible for preparing agendas and meeting minutes. If the Chairperson is unable to attend a regularly scheduled meeting, the regularly scheduled meeting shall be cancelled and resumed at the next regularly scheduled meeting.~~

ARTICLE III. MEETINGS

Section 3.1. Time and date of Regular Meeting. Notification of meeting place, date, and time shall be rendered to the public through posting on the City of San Rafael website. A minimum of five (5) meetings shall be scheduled annually, on a consistent day of the month; the schedule for the upcoming year will be set by November of the previous year; staff will contact the Committee one week prior to scheduled meetings to determine if a quorum will be present; lack of quorum will result in the cancellation of the scheduled meeting.

~~**Section 3.2. Agenda.** Items may be placed on the agenda by the Chairperson or at the request of a member if approved by the Chairperson. The Chairperson will be responsible for preparing an agenda item cover sheet and for the initial presentation at the meeting. Items to be included on the agenda should be submitted to the Chairperson~~

~~no later than two weeks before the scheduled Committee meeting; lack of agenda items will result in the cancellation of the scheduled meeting. Agenda packets for regular meetings will be provided to the Committee members at least three (3) business days before the scheduled meeting.~~

~~**Section 3.3. Special Meetings.** Special meetings may be called by the Chairperson.~~

~~**Section 3.4. Quorum.** Four (4) voting members of the Committee shall constitute a quorum for the transaction of business at any regular or special meeting of the Pickleweed Advisory Committee.~~

~~**Section 3.5. Voting.** A majority vote of those present and constituting a quorum shall be required to agree to any business of the Committee, including making any input that will be presented to the City Council, City Manager or Library and Recreation Director provided that any Committee member who abstains due to a legal conflict of interest shall not be counted in determining the existence of a quorum or a majority vote.~~

~~The Alternate Member serves only in the absence of a voting member. When a voting Committee member is absent from a regularly scheduled meeting, the Chair shall call upon an alternate to be seated at the table to participate in a voting role at the meeting. If a regular voting Committee member arrives subsequently, that person shall not participate as a voting member.~~

~~**Section 3.6. Public Participation.** All meetings of the Pickleweed Advisory Committee shall be open to the public. Meetings will be accessible to all, with accommodations for accessibility issues made upon request. Any person who disrupts the meeting may be asked to leave and be removed.~~

~~**ARTICLE IV. ADOPTION AND AMENDMENT**~~

~~**Section 4.1. Effective Date.** The Bylaws shall become effective immediately upon a majority vote of approval by the City Council.~~

~~**Section 4.2. Amendments.** These Bylaws may be amended by majority vote of the City Council at any regular meeting of the City Council. All proposed amendments to the Bylaws shall be made available to the membership at least ten (10) days prior to the meeting at which the City Council will vote on the proposed changes. The effective date of the amendment shall become effective immediately upon a majority vote of approval by the City Council.~~

#40

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Wednesday, September 20, 2023 11:09:28 PM
Last Modified: Thursday, September 21, 2023 12:03:58 AM
Time Spent: 00:54:30
IP Address: 24.6.234.161

Page 1

Q1

Contact Information / Información del contacto

First and Last Name / Nombre y Apellido	MyDung
Address / Dirección	[REDACTED]
City / Ciudad	San Rafael
State / estado	CA
ZIP/Postal Code / Código postal	94901
Email Address / Dirección de correo electrónico	[REDACTED]
Phone Number / Número de teléfono	[REDACTED]

Q2

District 4/Northern / Distrito 4/Norte

What district do you currently live in? ¿En qué distrito vive actualmente?

Q3

How long have you lived in San Rafael?

10 Years +

Q4

Respondent skipped this question

Business Information

Q5

Other (please specify):

How did you hear about this vacant position?

FLYER

Q6

What Board would you like to apply to? ¿A cuál te gustaría aplicar?

**Marin Commission on Aging,
Marin County Hazardous & Solid Waste Management
JPA Local Task Force Advisory Member
,
Pickleweed Advisory Committee,
Police Accountability Advisory Committee**

Page 3

Q10

Do you participate in any civic activities? If so, what are they?

No

Q11

List any civic organizations of which you are a member:

N/A

Q12

Education:

HS Diplomas, College degree, AS degree in Medical Assistant

Q13

Why are you interested in serving on a board or commission?

Because I concern the living in community

Q14

Describe possible areas in which you may have a conflict of interest with the City:

N/A

Q15

Respondent skipped this question

Upload your resume.

Page 5: Demographics / Datos demográficos

City of San Rafael
Proclamation in Recognition of
NATIVE AMERICAN HERITAGE MONTH, 2023

WHEREAS, November has been established as Native American Heritage Month by the United States and the State of California and is a time to remember and reflect on the diverse and rich cultures, histories, and traditions, of Native Americans, and to appreciate the past, present and ongoing contributions of Native Americans nationally, in our State and in Marin County; and

WHEREAS, Native American Heritage Month also must recognize the atrocities inflicted upon Native American tribes and tribal citizens; but also the various challenges faced by the Native Americans in the past and today; and

WHEREAS, the City of San Rafael acknowledges the Federated Indians of Graton Rancheria, is a sovereign nation and the only federally recognized Indian Tribe, comprised of Coast Miwok and Southern Pomo peoples, whose cultural and ancestral territory includes Marin County and the City of San Rafael, has a government-to-government partnership with the National Park Service Point Reyes National Seashore and works in consultation with the Marin County Board of Supervisors, county staff, and the cities and towns in Marin County on issues of education, cultural resource protection, land management, environmental justice, and child welfare and social justice; and
and

WHEREAS, during the month of November, we honor the Federated Indians of Graton Rancheria in this, their ancestral homelands, and appreciate the Tribe's continued contributions in strengthening the diversity of our community; and

WHEREAS, we encourage everyone in our community to learn more about the Federated Indians of Graton Rancheria, as we pause to reflect on their past, present, and future engagement and accomplishments.

THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of San Rafael hereby proclaim November 2023, as Native American Heritage Month, and encourages all citizens to join in observing and recognizing the accomplishments, contributions, and sacrifices of Native Americans, here in our local community and throughout the United States.





Kate Colin
Mayor



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Finance

Prepared by: Paul Navazio, Finance Director

City Manager Approval: _____

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

TOPIC: CITY QUARTERLY INVESTMENT REPORT

SUBJECT: ACCEPTANCE OF CITY OF SAN RAFAEL QUARTERLY INVESTMENT REPORT FOR THE QUARTER ENDING SEPTEMBER 30, 2023

RECOMMENDATION: Accept the investment report for the quarter ending September 30, 2023.

BACKGROUND:

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

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

ANALYSIS:

As of September 30, 2023, the City's Treasury consisted of investments with a total market value of \$96,915,772, consisting of \$51,292,954 in the City's primary Local Agency Investment Fund (LAIF) account, and \$45,622,818,092 in externally managed investments (which includes \$986,700 of Pt. San Pedro Assessment District bonds). An additional \$7,044,405 represent cash balances in the City's various operating bank accounts, including Westamerica Bank (\$5,464,319), Bank of the Marin (\$933,450) and Bank of Montreal (formerly Bank of the West - \$646,637).

The overall return on the total portfolio for the quarter ending September 30, 2023, was 3.40%, with a weighted average maturity of 0.99 years. The yield on the portfolio results from an effective yield of 3.61% for the City's investments in the Local Agency Investment Fund and a yield of 3.15% for the externally managed investments. While the performance of the overall portfolio has improved over the prior quarter, the performance falls short of the established benchmark (1-year Treasury Bill) yield of 5.46%. This

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

unfavorable variance is typical of a rising interest environment and the performance of the portfolio is expected to continue to improve in the near-term as holdings mature and are reinvested at higher rates of return.

The City's investment portfolio continues to maintain strong diversification and is experiencing growth of interest income as a result of higher market rates. All investments continue to comply with the City's investment policy and California Government Code.

Economic Outlook:

As expected, at the September meeting, the Federal Open Market Committee voted to maintain the target Federal rate in the range of 5.25 - 5.50%. The Fed's Summary of Economic Projections (SEP) also revealed expectations of higher economic growth, reduced unemployment, and a gradual easing of inflation compared to earlier forecasts.

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

Attachment A is composed of three parts: (1) Quarterly Investment Portfolio Report; (2) Historical Activity by Quarter summarizing the City's investments; and (3) the City's Investment Report from Chandler Asset Management for the period ending September 30, 2023, which includes a listing of all holdings as well as transaction activity details for the reporting period.

FISCAL IMPACT:

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

RECOMMENDED ACTION:

Accept investment report for the quarter ending September 30, 2023.

ATTACHMENTS:

Exhibit A:

1. Quarterly Investment Portfolio Report
2. Historical Activity by Quarter Report
3. Chandler Asset Management – Investment Report: Period Ending September 30, 2023

TREASURER'S CERTIFICATION

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

Paul Navazio
Finance Director

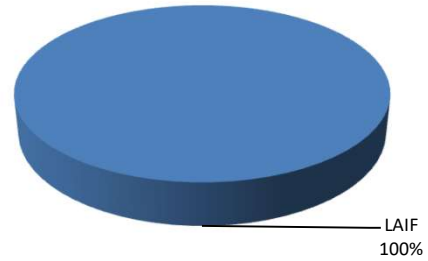
City of San Rafael

Quarterly Investment Portfolio Report

September 30, 2023

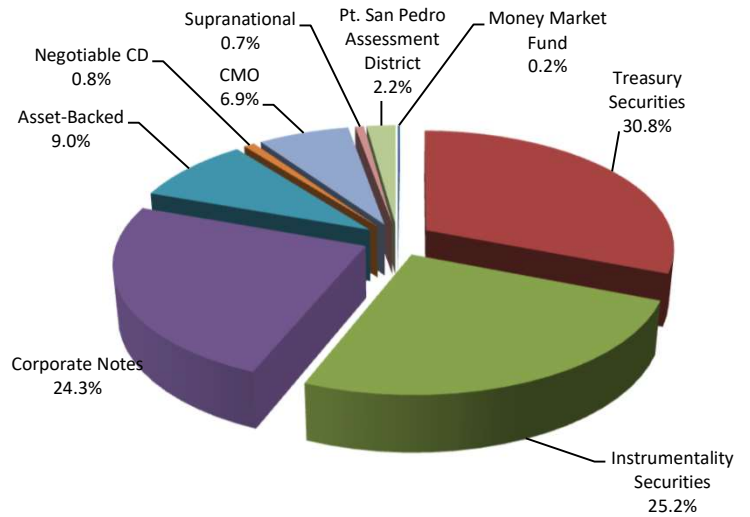
Internally Managed Assets			%	Yield
LAIF	\$ 51,292,954	100.0%	3.61%	
Total Internally Managed	\$ 51,292,954	52.9%		

Weighted Average Yield	3.61%
	Days
Effective Average Duration - Internal	1
Weighted Average Maturity - Internal	1



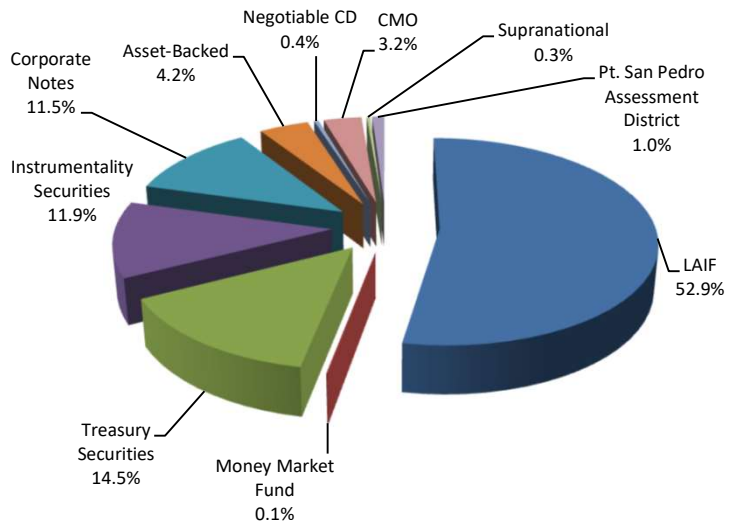
Externally Managed Assets			%	Yield
Money Market Fund	\$ 74,981	0.2%	4.95%	
Treasury Securities	\$ 14,031,449	30.8%	2.14%	
Instrumentality Securities	\$ 11,497,923	25.2%	2.86%	
Corporate Notes	\$ 11,108,352	24.3%	3.48%	
Asset-Backed	\$ 4,112,279	9.0%	4.97%	
Negotiable CD	\$ 374,472	0.8%	5.34%	
CMO	\$ 3,135,264	6.9%	4.57%	
Supranational	\$ 301,398	0.7%	4.53%	
Pt. San Pedro Assessment District	\$ 986,700	2.2%	5.25%	
Total Externally Managed	\$ 45,622,818	47.1%		

Weighted Average Yield	3.15%
	Years
Effective Average Duration - External	1.63
Weighted Average Maturity - External	1.92



Total Portfolio Assets			%	Yield
LAIF	\$ 51,292,954	52.9%	3.61%	
Money Market Fund	\$ 74,981	0.1%	4.95%	
Treasury Securities	\$ 14,031,449	14.5%	2.14%	
Instrumentality Securities	\$ 11,497,923	11.9%	2.86%	
Corporate Notes	\$ 11,108,352	11.5%	3.48%	
Asset-Backed	\$ 4,112,279	4.2%	4.97%	
Negotiable CD	\$ 374,472	0.4%	5.34%	
CMO	\$ 3,135,264	3.2%	4.57%	
Supranational	\$ 301,398	0.3%	4.53%	
Pt. San Pedro Assessment District	\$ 986,700	1.0%	5.25%	
Total Portfolio Assets	\$ 96,915,772	100.0%		

Weighted Average Yield	3.40%
	Years
Effective Average Duration - Total	0.81
Weighted Average Maturity - Total	0.99



Based on Market Values

City of San Rafael Historical Activity-By Quarter

	September 30, 2023			June 30, 2023			March 31, 2023			December 31, 2022			September 30, 2022		
Internally Managed Assets		%	Return		%	Return		%	Return		%	Return		%	Return
LAIF	\$ 51,292,954	100.0%	3.61%	\$ 50,929,996	100.0%	3.26%	\$ 36,644,876	100.0%	2.87%	\$ 27,557,309	99.4%	2.17%	\$ 33,407,538	99.5%	1.51%
LAIF - Housing	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%	\$ 156,195	0.6%	2.17%	\$ 155,665	0.5%	1.51%
Total Internally Managed	\$ 51,292,954	52.9%		\$ 50,929,996	52.9%		\$ 36,644,876	44.6%		\$ 27,713,504	38.2%		\$ 33,563,203	43.0%	
Weighted Average Yield			3.61%			3.26%			2.87%			2.17%			1.51%
Externally Managed Assets		%	Return		%	Return		%	Return		%	Return		%	Return
Cash	\$ 74,981	0.2%	4.95%	\$ 844,916	1.9%	4.72%	\$ 2,967,302	6.5%	4.40%	\$ 2,947,890	6.6%	3.00%	\$ 94,380	0.2%	1.00%
Treasury Securities	\$ 14,031,449	30.8%	2.14%	\$ 15,306,595	33.7%	1.75%	\$ 17,159,389	37.8%	1.64%	\$ 18,206,234	40.6%	1.17%	\$ 19,352,963	43.5%	1.20%
Instrumentality Securities	\$ 11,497,923	25.2%	2.86%	\$ 11,496,767	25.3%	2.72%	\$ 10,748,119	23.7%	2.36%	\$ 9,984,055	22.3%	1.27%	\$ 10,891,851	24.5%	0.95%
Corporate Notes	\$ 11,108,352	24.3%	3.48%	\$ 10,100,915	22.2%	2.41%	\$ 11,251,043	24.8%	1.46%	\$ 12,590,810	28.1%	0.92%	\$ 13,054,253	29.4%	0.90%
Asset Backed	\$ 4,112,279	9.0%	4.97%	\$ 3,048,660	6.7%	4.86%	\$ 1,862,018	4.1%	5.02%	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%
Negotiable CD	\$ 374,472	0.8%	5.34%	\$ 373,787	0.8%	5.34%	\$ 375,224	0.8%	5.34%	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%
Collateralized Mortgage Obligations (CMO)	\$ 3,135,264	6.9%	4.57%	\$ 3,185,252	7.0%	4.57%	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%
Supranational	\$ 301,398	0.7%	4.53%												
Municipal/Assessment District	\$ 986,700	2.2%	5.25%	\$ 1,075,200	2.4%	5.25%	\$ 1,075,200	2.4%	5.25%	\$ 1,075,200	2.4%	5.25%	\$ 1,075,200	2.4%	5.25%
Total Externally Managed	\$ 45,622,818	47.1%		\$ 45,432,092	47.1%		\$ 45,438,295	55.4%		\$ 44,804,189	61.8%		\$ 44,468,648	57.0%	
Weighted Average Yield			3.15%			2.72%			2.16%			1.34%			1.15%
Effective Average Duration - External			1.63			1.63			1.56			1.12			1.56
Weighted Average Maturity - External			1.92			1.92			1.72			1.35			1.72
Total Portfolio Assets		%	Return		%	Return		%	Return		%	Return		%	Return
LAIF	\$ 51,292,954	52.9%	3.61%	\$ 50,929,996	52.9%	3.26%	\$ 36,644,876	44.6%	2.87%	\$ 27,713,504	38.2%	2.17%	\$ 33,563,203	43.0%	1.51%
Cash	\$ 74,981	0.1%	4.95%	\$ 844,916	0.9%	4.72%	\$ 2,967,302	3.6%	4.40%	\$ 2,947,890	4.1%	3.00%	\$ 94,380	0.1%	1.00%
Treasury Securities	\$ 14,031,449	14.5%	2.14%	\$ 15,306,595	15.9%	1.75%	\$ 17,159,389	20.9%	1.64%	\$ 18,206,234	25.1%	1.17%	\$ 19,352,963	24.8%	1.20%
Instrumentality Securities	\$ 11,497,923	11.9%	2.86%	\$ 11,496,767	11.9%	2.72%	\$ 10,748,119	13.1%	2.36%	\$ 9,984,055	13.8%	1.27%	\$ 10,891,851	14.0%	0.95%
Corporate Notes	\$ 11,108,352	11.5%	3.48%	\$ 10,100,915	10.5%	2.41%	\$ 11,251,043	13.7%	1.46%	\$ 12,590,810	17.4%	0.92%	\$ 13,054,253	16.7%	0.90%
Asset Backed	\$ 4,112,279	4.2%	4.97%	\$ 3,048,660	3.2%	4.86%	\$ 1,862,018	2.3%	5.02%	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%
Negotiable CD	\$ 374,472	0.4%	5.34%	\$ 373,787	0.4%	5.34%	\$ 375,224	0.5%	5.34%	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%
Collateralized Mortgage Obligations (CMO)	\$ 3,135,264	3.2%	4.57%	\$ 3,185,252	3.3%	4.57%	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%	\$ -	0.0%	0.00%
Supranational	\$ 301,398	0.3%	4.53%												
Municipal/Assessment District	\$ 986,700	1.0%	5.25%	\$ 1,075,200	1.1%	5.25%	\$ 1,075,200	1.3%	5.25%	\$ 1,075,200	1.5%	5.25%	\$ 1,075,200	1.4%	5.25%
Total Portfolio Assets	\$ 96,915,772	100%		\$ 96,362,087	100%		\$ 82,083,170	100%		\$ 72,517,693	100%		\$ 78,031,850	100%	
Weighted Average Yield			3.40%			3.00%			2.47%			1.66%			1.30%
Effective Average Duration - Total			0.81			0.76			0.80			0.69			0.79
Weighted Average Maturity - Total			0.99			0.89			0.71			0.84			0.87

Performance Recap

- The weighted average quarterly portfolio yield increased from 3.00% to 3.40% during the past quarter. Yields are rising as the Federal Reserve increases interest rates to combat inflation.
- The effective average duration decreased, from 0.80 to 0.76 years since last quarter, this is a result of the decrease in effective average duration of the City's externally managed portfolio.
- The total portfolio assets increased by approximately \$0.55 million during the quarter. This is reflective of improved yields across most categories of holdings throughout the portfolio.

City of San Rafael

Period Ending September 30, 2023

CHANDLER ASSET MANAGEMENT, INC. | 800.317.4747 | www.chandlerasset.com



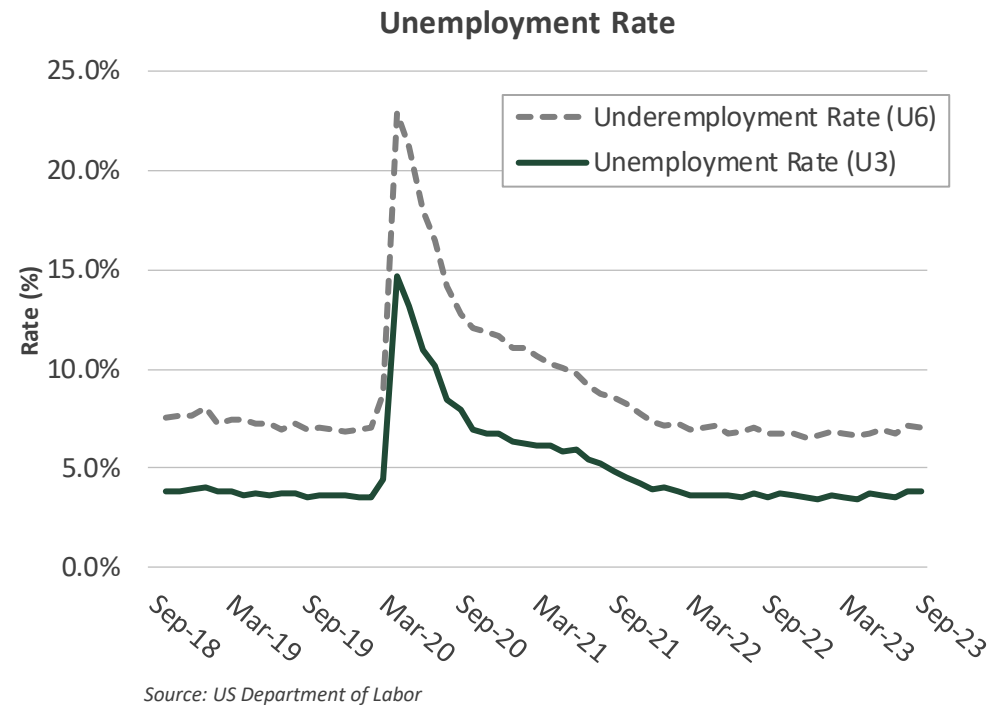
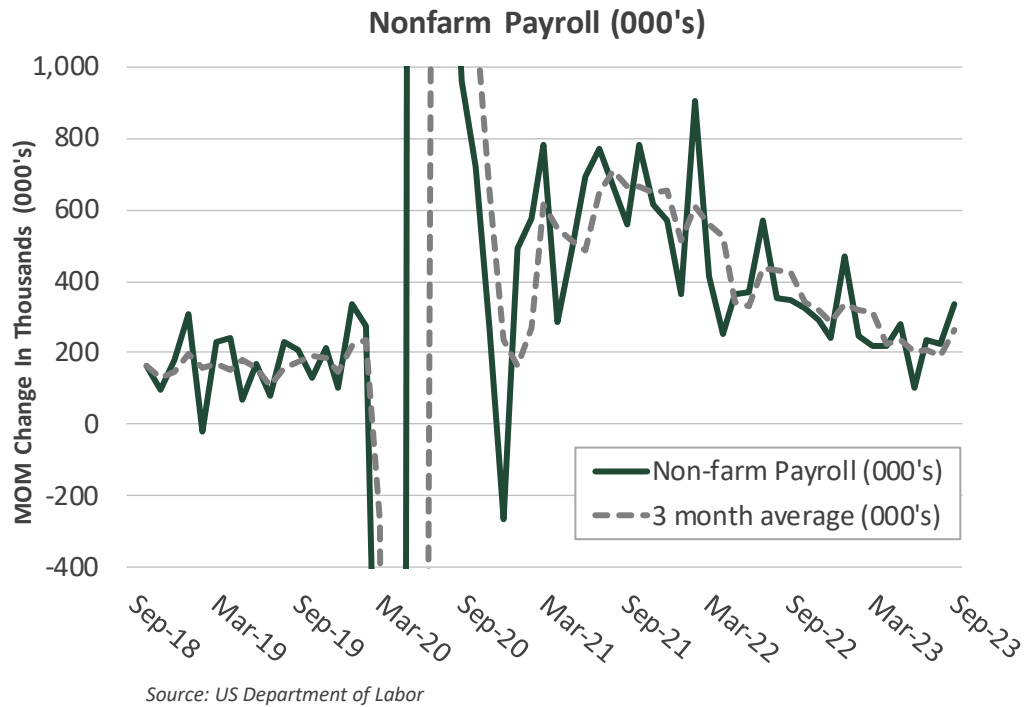
SECTION 1	Economic Update
SECTION 2	Account Profile
SECTION 3	Portfolio Holdings
SECTION 4	Transactions

Section 1 | Economic Update

Economic Update

- Recent economic data continues to suggest positive but below trend growth this year. Labor markets remain solid, and the U.S. consumer has demonstrated resiliency. Inflationary trends are subsiding, but core levels remain well above the Fed's target. Given the cumulative effects of restrictive monetary policy and tighter financial conditions, we believe the economy will gradually soften and the Fed will remain data dependent as they tread cautiously going forward.
- As anticipated at the September meeting, the Federal Open Market Committee voted unanimously to maintain the target Federal Funds at the range of 5.25 - 5.50%. The Fed's Summary of Economic Projections (SEP) also revealed expectations of higher economic growth, reduced unemployment, and a gradual easing of inflation compared to earlier forecasts. The Fed is continuing to focus on achieving price stability and bringing inflation down toward their 2% policy objective, while leaving the option open for the possibility of additional rate hikes in the future if needed.
- The yield curve remained inverted in September. The 2-year Treasury yield increased 18 basis points to 5.05%, the 5-year Treasury yield rose 36 basis points to 4.61%, and the 10-year Treasury yield increased 46 basis points to 4.57%. The inversion between the 2-year Treasury yield and 10-year Treasury yield narrowed to -48 basis points at September month-end versus -76 basis points at August month-end. The spread between the 2-year Treasury and 10-year Treasury yield one year ago was -45 basis points. The inversion between 3-month and 10-year Treasuries narrowed to -88 basis points in September from -134 basis points in August. The shape of the yield curve indicates that the probability of recession persists.

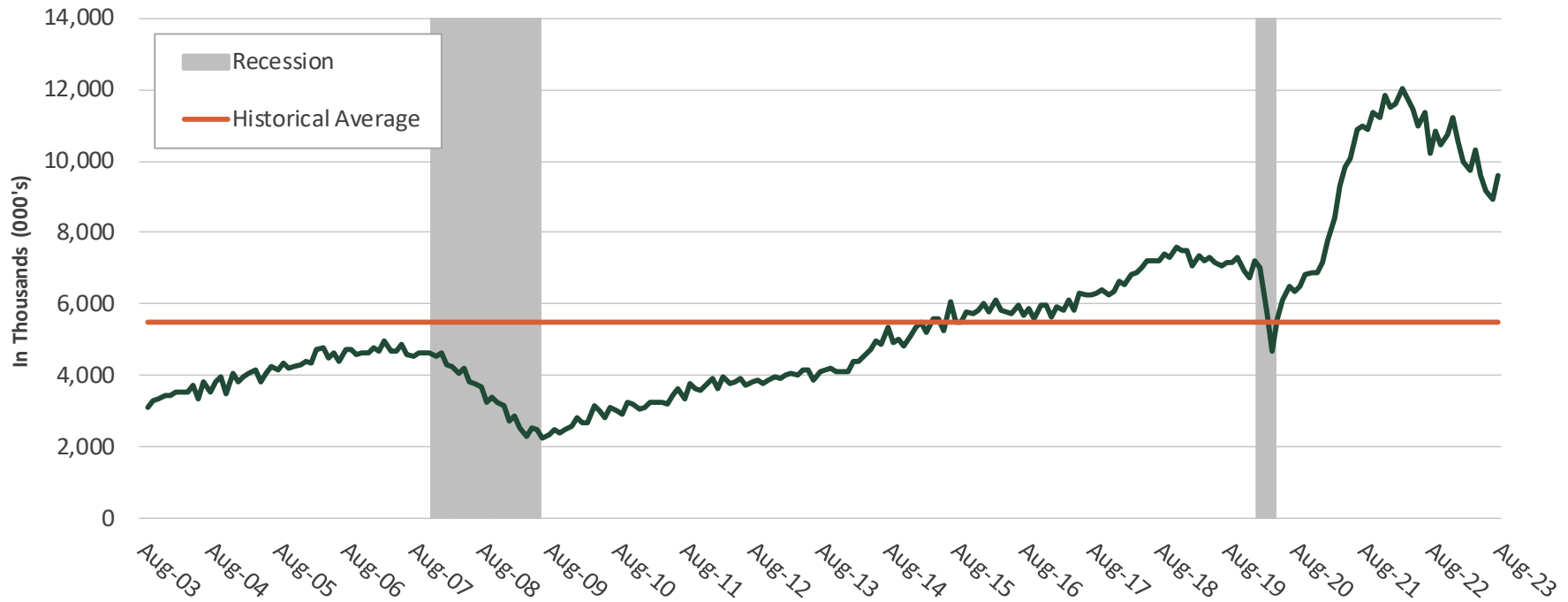
Employment



The U.S. economy added 336,000 jobs in September, exceeding consensus expectations of 170,000, and the last two months were revised upward by 119,000 jobs. The largest gains came from leisure and hospitality, bringing restaurant and bar employment back in-line with pre-pandemic levels. The pace of job growth has picked up recently, with the three-month moving average payrolls at 266,000 and the six-month moving average at 234,000. The unemployment rate was unchanged at 3.8%, and the labor participation rate was consistent with last month's report at 62.8%. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons declined slightly to 7.0% from the prior month at 7.1%. Average hourly earnings declined to 4.2% year-over-year in September from 4.3% in August. Employment remains strong by historical standards.

Job Openings & Labor Turnover Survey

Job Openings

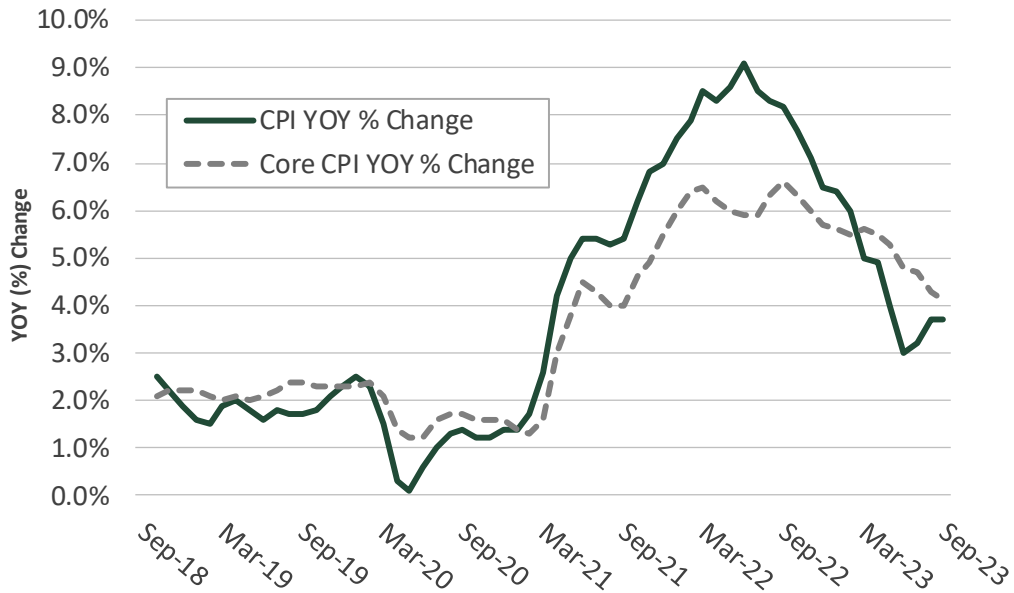


Source: US Department of Labor

The Labor Department's Job Openings and Labor Turnover Survey (JOLTS) unexpectedly increased to 9.61 million in August from a revised 8.92 million in July. The level significantly surpassed the survey of Bloomberg economists' expectations of 8.82 million and reflects approximately 1.5 job openings per available worker. Although JOLTS was an upside surprise, the quits rate remained at a benign 2.3% for August, well below its 3.0% peak in April 2022. Fewer quits can imply that workers are less confident in their ability to find another job in the current market. The current level of job openings remains elevated from a historical perspective.

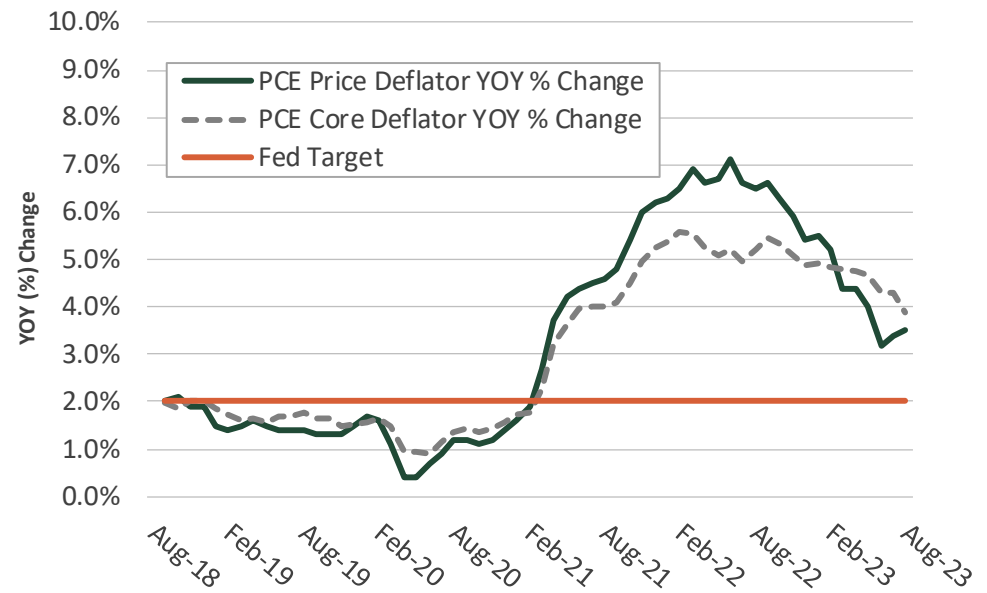
Inflation

Consumer Price Index (CPI)



Source: US Department of Labor

Personal Consumption Expenditures (PCE)

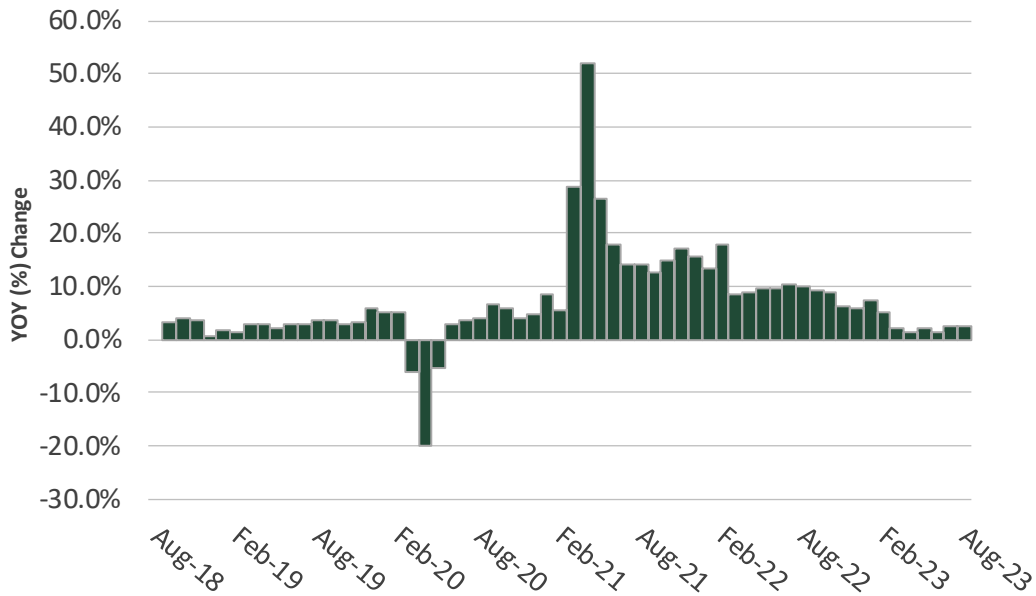


Source: US Department of Commerce

The Consumer Price Index (CPI) increased in September by 0.4% month-over-month and 3.7% year-over-year, slightly higher than expected. Gains in shelter and energy costs accounted for a large part of the monthly increase. The Core CPI, which excludes volatile food and energy components, was up 0.3% month-over-month and 4.1% year-over-year, decelerating from 4.3% last month. The Personal Consumption Expenditures (PCE) index rose 0.4% month-over-month and 3.5% year-over-year in August, up from a 3.4% year-over-year gain in July. Core PCE, the Federal Reserve’s preferred inflation gauge, increased just 0.1% month-over-month and 3.9% year-over-year in August, down from a 4.3% increase in July. Personal income and spending remained relatively healthy, but the personal savings rate continued its declining trend to 3.9% in August from 4.1% in July. Inflation remains above the Fed's 2% target.

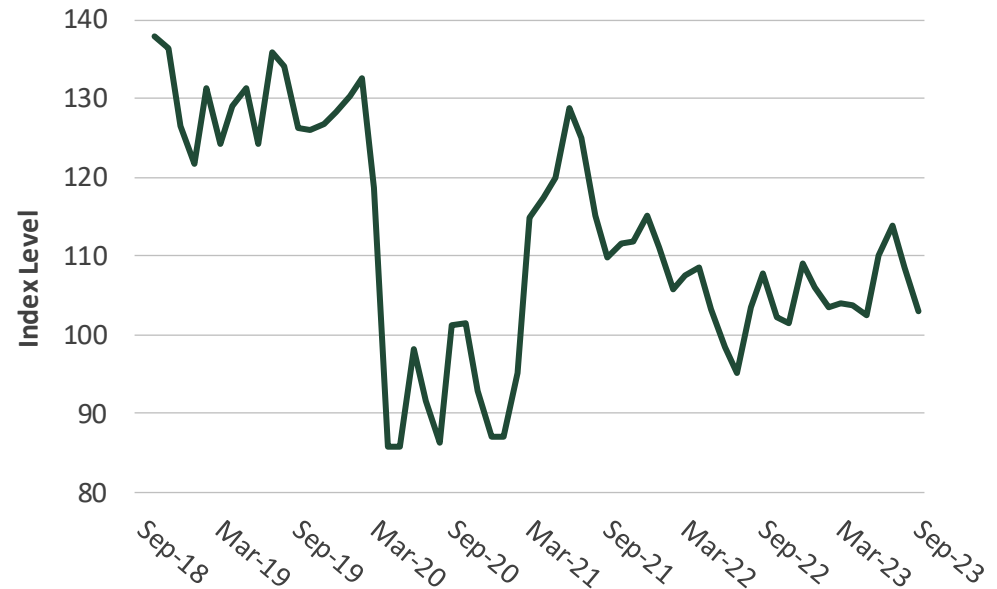
Consumer

Retail Sales YOY % Change



Source: US Department of Commerce

Consumer Confidence

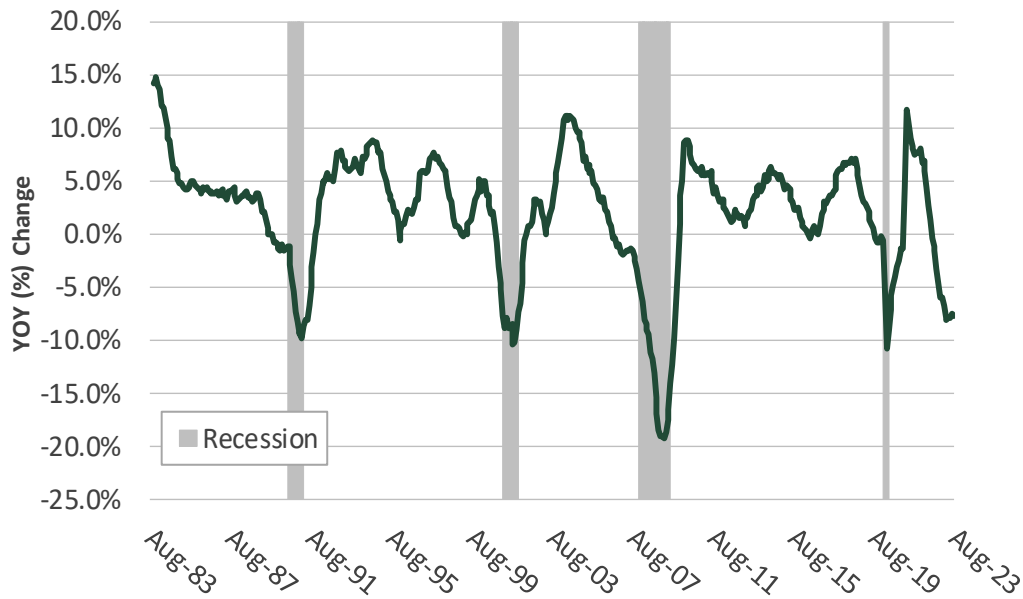


Source: The Conference Board

Retail Sales rose 0.6% in August, exceeding the consensus forecast. Sales of motor vehicles and higher gasoline prices drove greater than expected gains. However, Control Group Sales, which are used to calculate gross domestic product and exclude food services, auto dealers, building materials stores and gasoline stations, rose just 0.1%, the smallest advance in five months. On a year-over-year basis, retail sales growth decelerated to a 2.5% gain in August versus a downwardly revised 2.6% gain in July. The Conference Board's Consumer Confidence Index dropped more than expected to 103.0 in September from an upwardly revised 108.7 in August, primarily due to significantly weaker future expectations for employment. While the consumer has been resilient, dwindling excess savings, rising credit card balances, and the resumption of student loan payments pose potential headwinds to future economic growth.

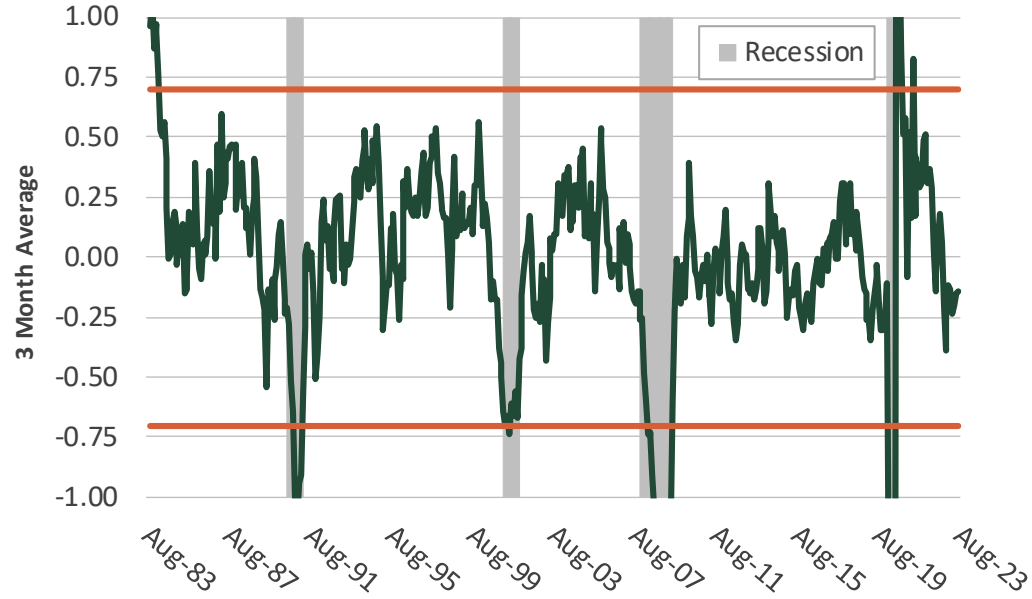
Leading Indicators of Economic Activity

Leading Economic Indicators (LEI)



Source: The Conference Board

Chicago Fed National Activity Index (CFNAI)

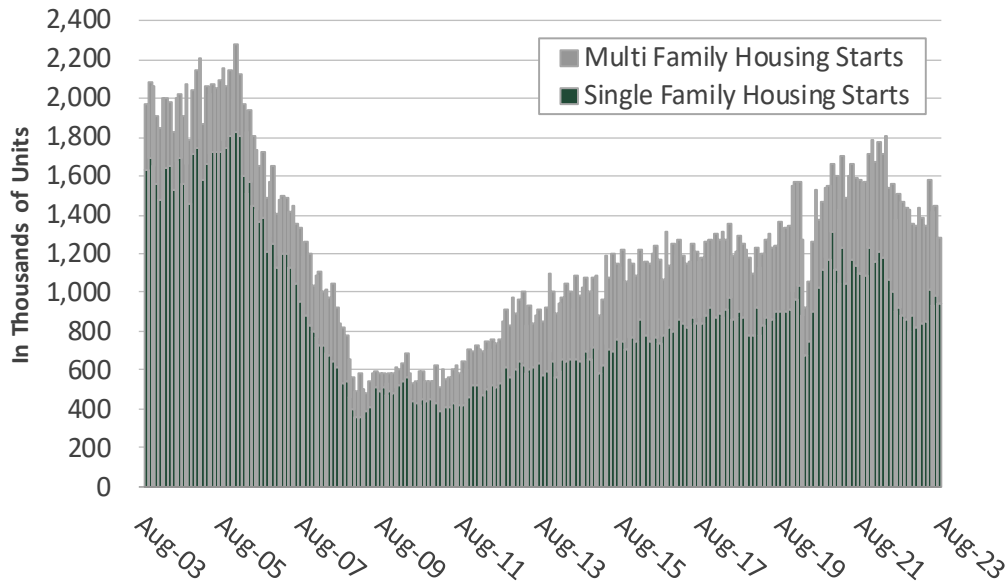


Source: Federal Reserve Bank of Chicago

The Conference Board's Leading Economic Index (LEI) remained in negative territory for the seventeenth consecutive month at -0.4% in August due to weak new orders, deteriorating consumer expectations of business conditions, high interest rates, and tight credit conditions. The index declined 7.6% year-over-year. The consistent decline month-over-month continues to signal future contraction in the economy. The Chicago Fed National Activity Index (CFNAI) surprised to the downside at -0.16 in August from downwardly revised 0.07 in July. On a 3-month moving average basis, the CFNAI remained negative at -0.14 in August, indicating a rate of growth below the historical average trend.

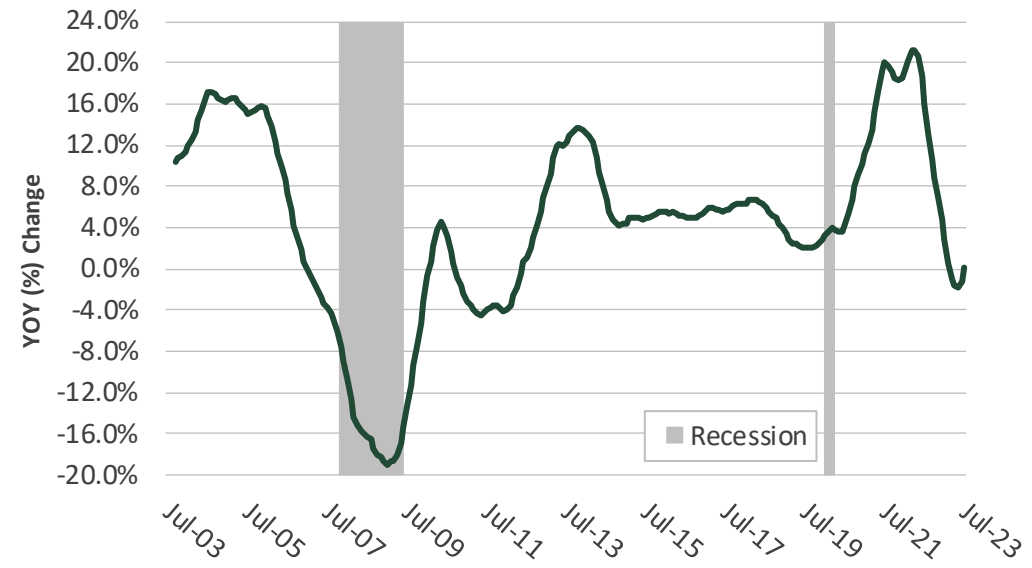
Housing

Annualized Housing Starts



Source: US Department of Commerce

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

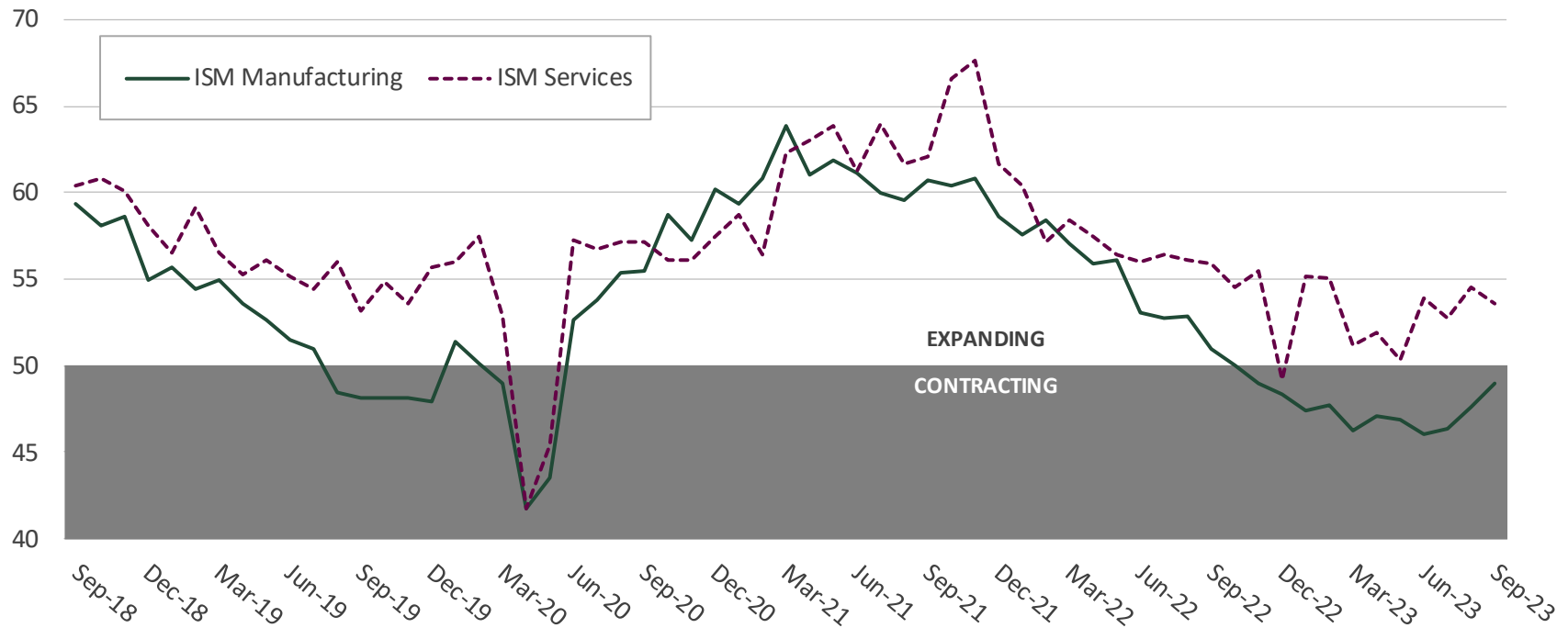


Source: S&P

Starts of new homes slowed -11.3% to 1.283 million units at a seasonally adjusted annual rate in August after a downward revision to 1.447 million units in July. The slower starts came from both a 4.3% decline in single-family home starts and 26.3% decline in multi-family homes, continuing the reversal of strong multi-family homebuilding in the second half of 2022 and early 2023. Total starts of new homes are down 14.8% year-over-year. According to Freddie Mac, average 30-year fixed rate mortgage rates increased to 7.35% as of September 28th. Rising mortgage rates are prompting homebuilders to offer incentives to attract buyers and has caused homebuilder sentiment to reach a five-month low. According to the Case-Shiller 20-City Home Price Index, housing prices rose 0.1% year-over-year in July, improving from a 1.2% decline in June. Tight inventories and higher mortgage rates continue to impact affordability.

Survey Based Measures

Institute of Supply Management (ISM) Surveys



Source: Institute for Supply Management

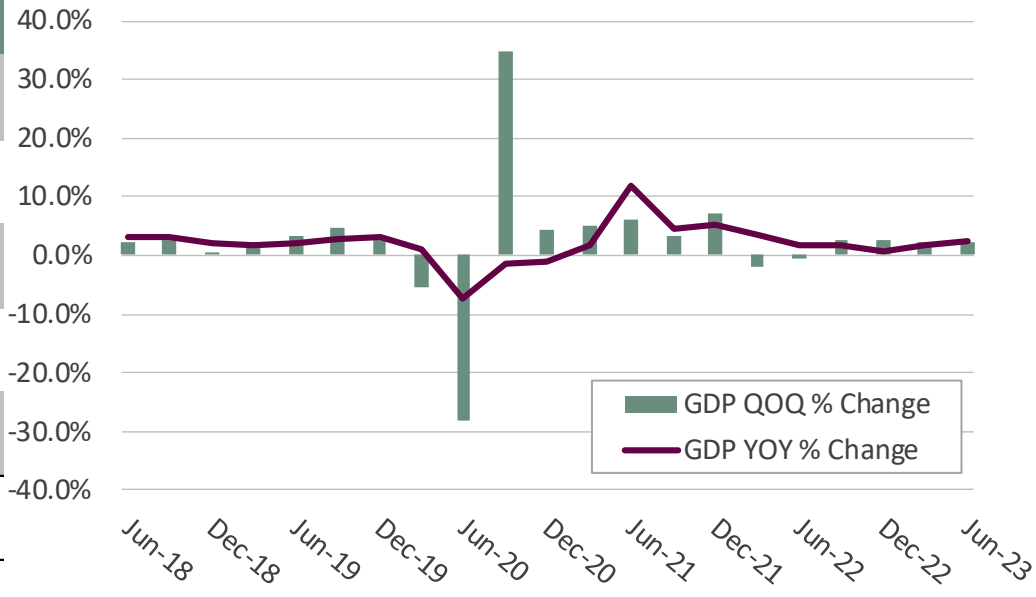
The Institute for Supply Management (ISM) Manufacturing index remained in contraction territory at 49.0 in September, up from 47.6 in August. This is the eleventh consecutive month of readings below 50.0, which is indicative of contraction in the manufacturing sector. However, this is the highest reading since November 2022, as both employment and new orders improved, while prices paid subsided. The ISM Services Index eased to 53.6 in September from the six-month high of 54.5 in August. The prices paid component continued to grow primarily due to high labor costs and an uptick in energy costs, but new orders reflected a significant slowdown.

Gross Domestic Product (GDP)

Components of GDP	9/22	12/22	3/23	6/23
Personal Consumption Expenditures	1.1%	0.8%	2.5%	0.6%
Gross Private Domestic Investment	-1.5%	0.6%	-1.7%	0.9%
Net Exports and Imports	2.6%	0.3%	0.6%	0.0%
Federal Government Expenditures	0.1%	0.6%	0.3%	0.1%
State and Local (Consumption and Gross Investment)	0.4%	0.3%	0.5%	0.5%
Total	2.7%	2.6%	2.3%	2.1%

Source: US Department of Commerce

Gross Domestic Product (GDP)

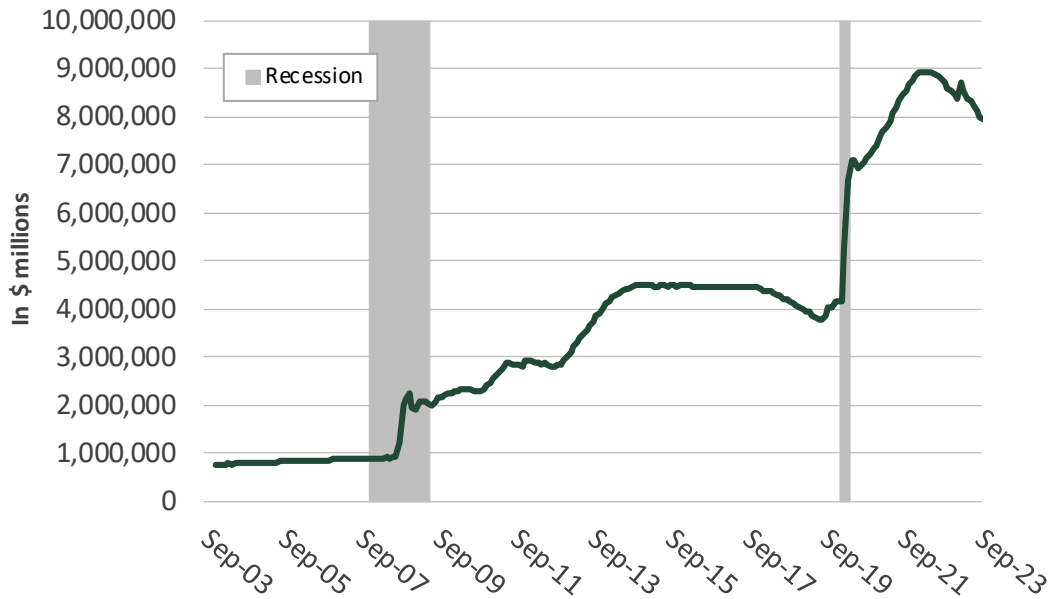


Source: US Department of Commerce

According to the third estimate, second quarter annualized GDP growth remained unchanged at 2.1%. A material decline in consumer spending was offset by improvement in business investment. Historically low unemployment, wage growth and savings built up during the pandemic has supported consumer spending at a level to keep economic growth intact, but there are signs the consumer is beginning to show signs of stress. The consensus estimate calls for 3.0% growth for the third quarter and 2.1% for the full year 2023.

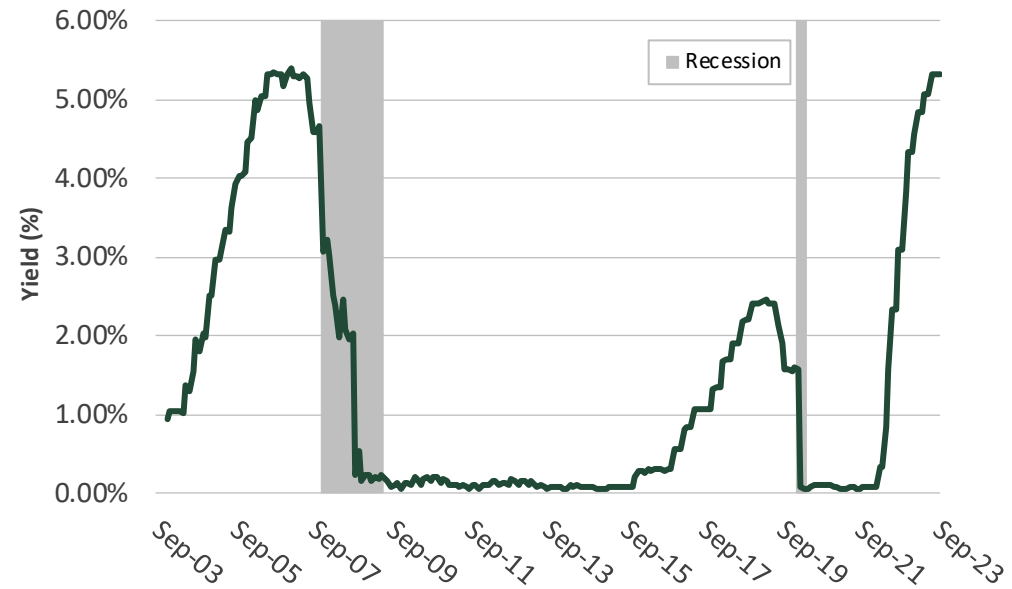
Federal Reserve

Federal Reserve Balance Sheet Assets



Source: Federal Reserve

Effective Federal Funds Rate

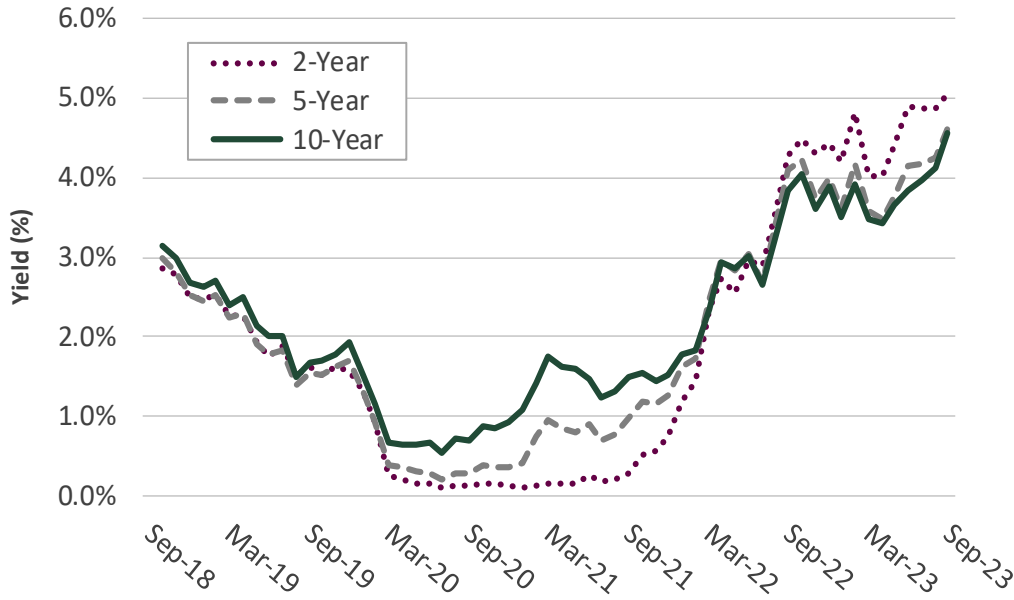


Source: Bloomberg

At the September meeting, the Federal Open Market Committee voted unanimously to leave the Federal Funds rate unchanged at a target range of 5.25 - 5.50%. Nonetheless, the Fed conveyed a consensus view that another rate hike is possible later in the year, along with its commitment to keeping rates at their current level until inflation subsides closer to its 2% target, endorsing a data-dependent 'higher-for-longer' strategy. The Fed's Summary of Economic Projections (SEP) also revealed expectations of higher economic growth, reduced unemployment, and a gradual easing of inflation compared to earlier forecasts. We believe the resiliency of future economic data will determine if the Federal Reserve can stay on hold for or will tighten policy further to curb inflation. Since the Federal Reserve began its Quantitative Tightening campaign in June 2022, securities holdings have declined by over \$1 trillion to \$8.024T.

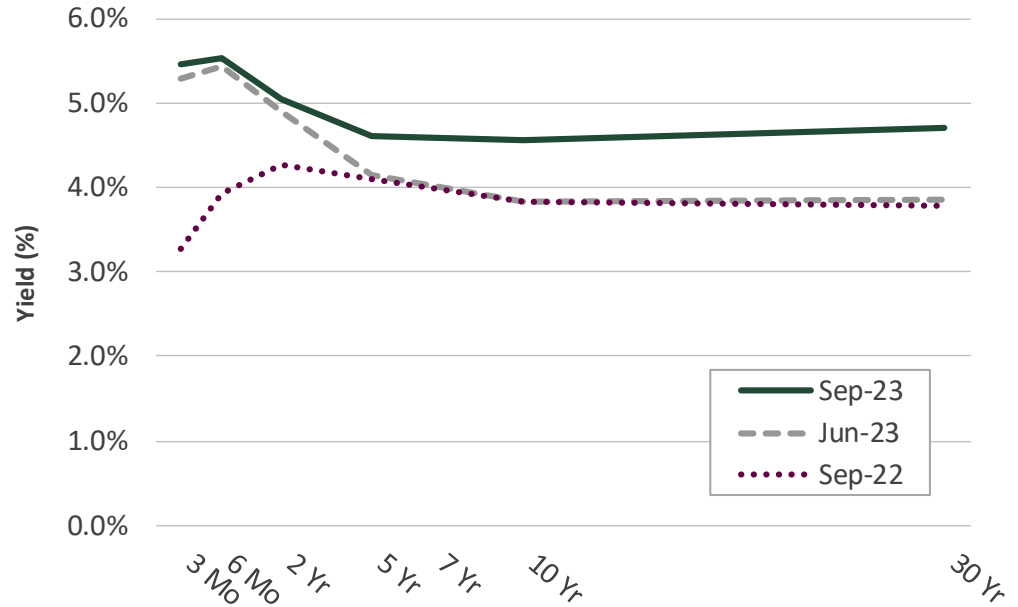
Bond Yields

US Treasury Note Yields



Source: Bloomberg

US Treasury Yield Curve



Source: Bloomberg

At the end of September, the 2-year Treasury yield was 77 basis points higher, and the 10-Year Treasury yield was about 74 basis points higher, year-over-year. The inversion between the 2-year Treasury yield and 10-year Treasury yield narrowed to -48 basis points at September month-end versus -76 basis points at August month-end. The average historical spread (since 2003) is about +130 basis points. The inversion between 3-month and 10-year Treasuries narrowed to -88 basis points in September from -134 basis points in August. The shape of the yield curve indicates that the probability of recession persists.



Section 2 | Account Profile

Investment Objectives

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

Chandler Asset Management Performance Objective

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

Strategy

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

San Rafael Consolidated

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

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

San Rafael Consolidated

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

Category	Standard	Comment
Money Market Mutual Funds	10% max; Registered under Investment Company Act of 1940 that: 1) are "No load"; 2) have constant daily NAV per share of \$1.00; 3) invest only in US Treasuries, US Agency securities and Federal Instrumentalities; and 4) AAA rating or better by two NRSROs	<i>Complies</i>
Local Agency Investment Fund (LAIF)	Pursuant to California Government Code; Not used by investment adviser	<i>Complies</i>
Repurchase Agreements	1 year max maturity; 102% Collateralized by U.S. Treasuries, Federal Agency securities, or Federal Instrumentality securities; Not used by investment adviser	<i>Complies</i>
Client Directive on Fossil Fuels	Refrain from making direct investments in issuers whose primary business revenue is derived from the exploration , extraction, and processing of fossil fuels (per Client Directive)	<i>Complies *</i>
Maximum Maturity	5 years max maturity, unless the City Council has by resolution granted authority to make such an investment at least three (3) months prior to the date of investment	<i>Complies</i>

Inherited security; Chevron (166764BW9)

Portfolio Characteristics

As of September 30, 2023

City of San Rafael

	09/30/23		06/30/23
	Benchmark*	Portfolio	Portfolio
Average Maturity (yrs)	1.84	2.13	1.92
Average Modified Duration	1.75	1.75	1.63
Average Purchase Yield	n/a	3.14%	2.65%
Average Market Yield	5.15%	5.39%	5.16%
Average Quality**	AA+	AA/Aa1	AA/Aa1
Total Market Value		44,883,155	44,583,366

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

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

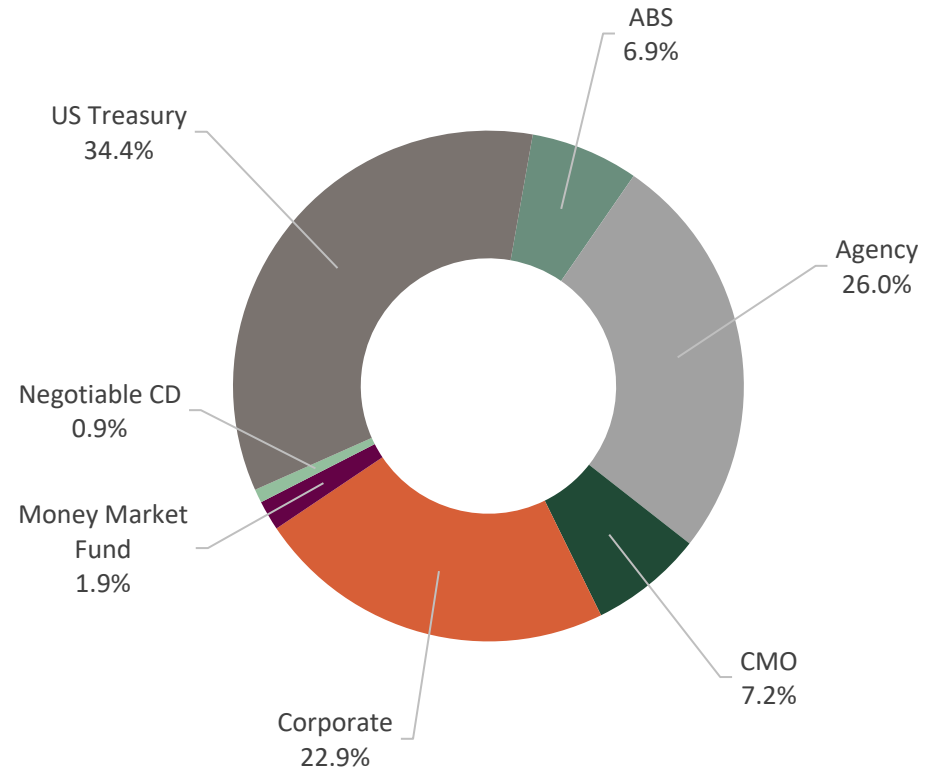
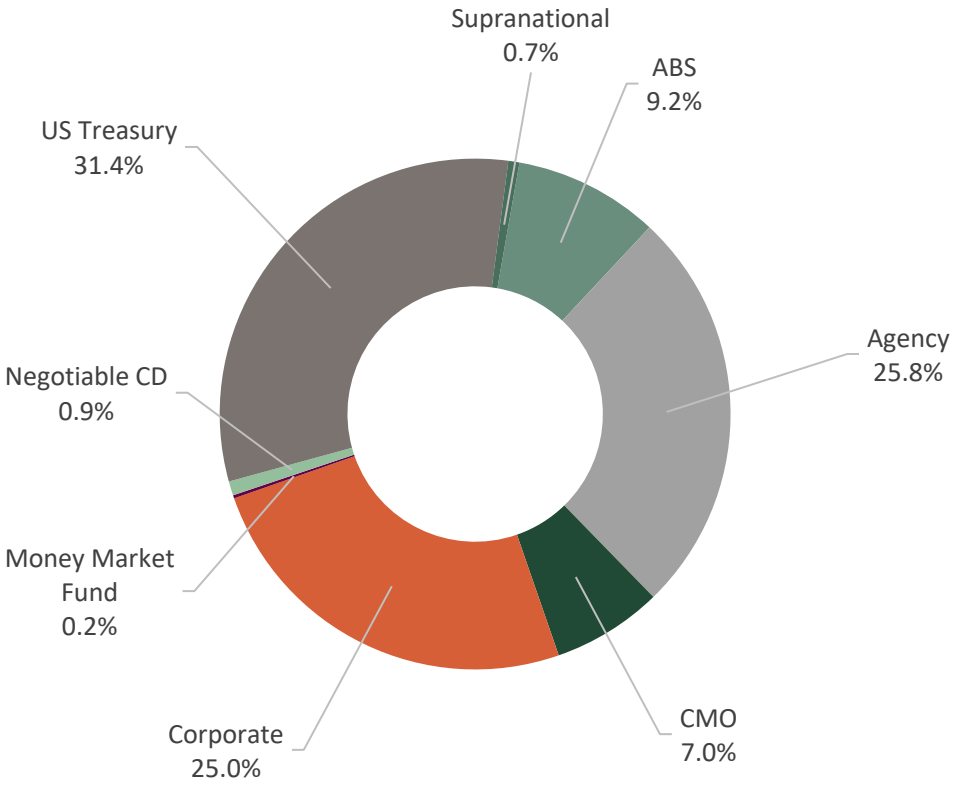
Sector Distribution

As of September 30, 2023

City of San Rafael

September 30, 2023

June 30, 2023



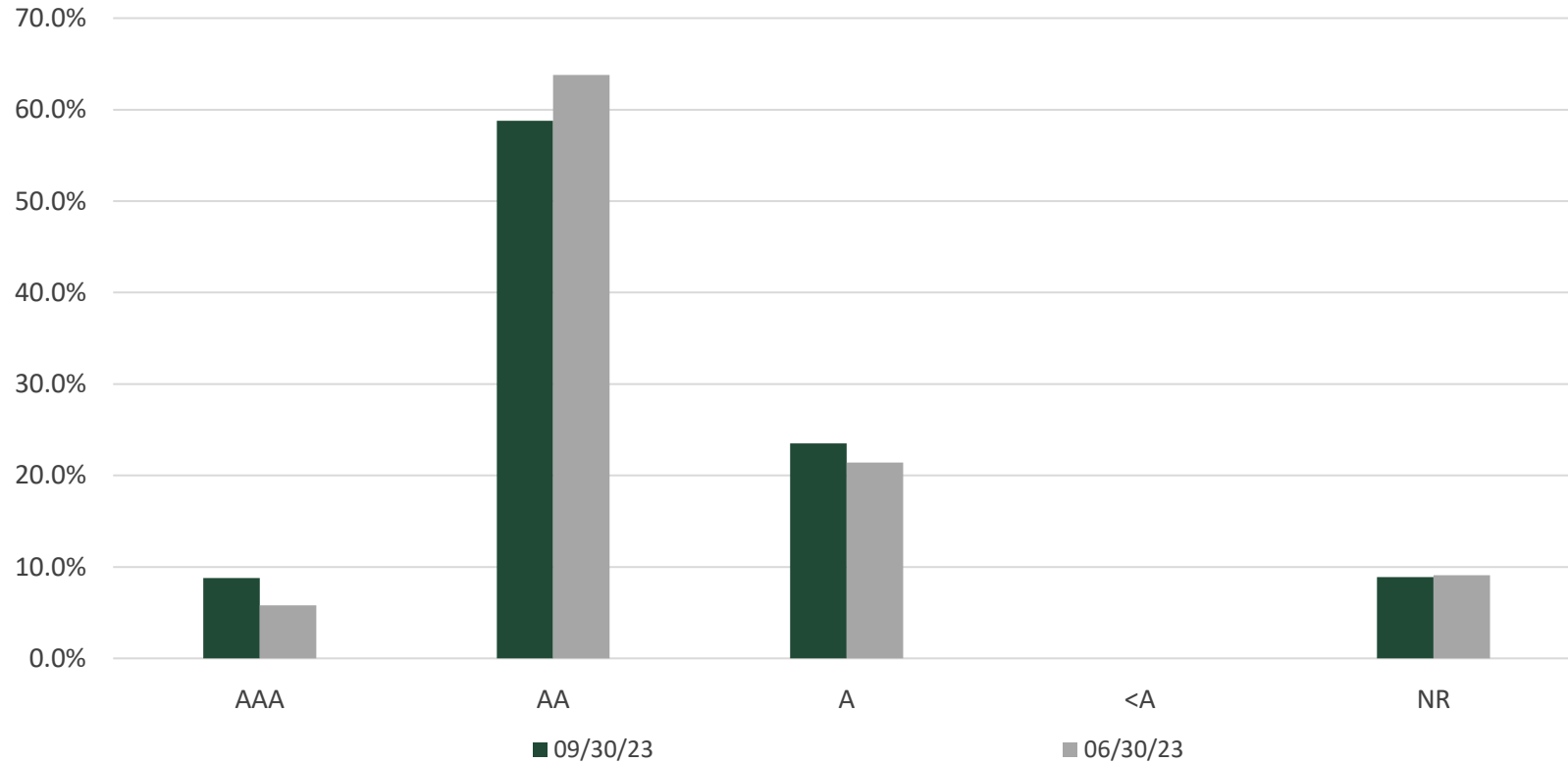
City of San Rafael – Account #11045

Issue Name	Investment Type	% Portfolio
Government of United States	US Treasury	31.38%
Federal Home Loan Bank	Agency	13.72%
Federal Farm Credit Bank	Agency	7.80%
Federal Home Loan Mortgage Corp	CMO	7.00%
Federal National Mortgage Association	Agency	4.23%
American Express ABS	ABS	2.38%
Caterpillar Inc	Corporate	2.25%
PNC Financial Services Group	Corporate	2.00%
John Deere ABS	ABS	1.94%
ChevronTexaco Corp	Corporate	1.48%
Bank of Montreal Chicago	Corporate	1.32%
Paccar Financial	Corporate	1.32%
Toronto Dominion Holdings	Corporate	1.27%
JP Morgan Chase & Co	Corporate	1.26%
Bank of America Corp	Corporate	1.25%
Florida Power and Light	Corporate	1.22%
Royal Bank of Canada	Corporate	1.22%
Deere & Company	Corporate	1.12%
Citigroup Inc	Corporate	1.11%
Pfizer Inc.	Corporate	1.11%
Pepsico Inc	Corporate	1.11%
JP Morgan ABS	ABS	1.10%
Chubb Corporation	Corporate	1.07%
Toyota Motor Corp	Corporate	1.06%
Realty Income Corp	Corporate	1.03%
Morgan Stanley	Corporate	1.02%
Bank of America Credit Card Trust	ABS	0.97%
BMW Vehicle Lease Trust	ABS	0.96%
Westpac Banking Corp NY	Negotiable CD	0.86%
Bank of New York	Corporate	0.78%
Toyota ABS	ABS	0.78%
Public Service El & Gas	Corporate	0.70%
International Finance Corp	Supranational	0.68%
Mercedes-Benz	ABS	0.58%
Merck & Company	Corporate	0.28%
Honda ABS	ABS	0.27%
BMW ABS	ABS	0.20%
First American Treasury MMF Class Y	Money Market Fund	0.17%
TOTAL		100.00%

Quality Distribution

As of September 30, 2023

City of San Rafael
September 30, 2023 vs. June 30, 2023



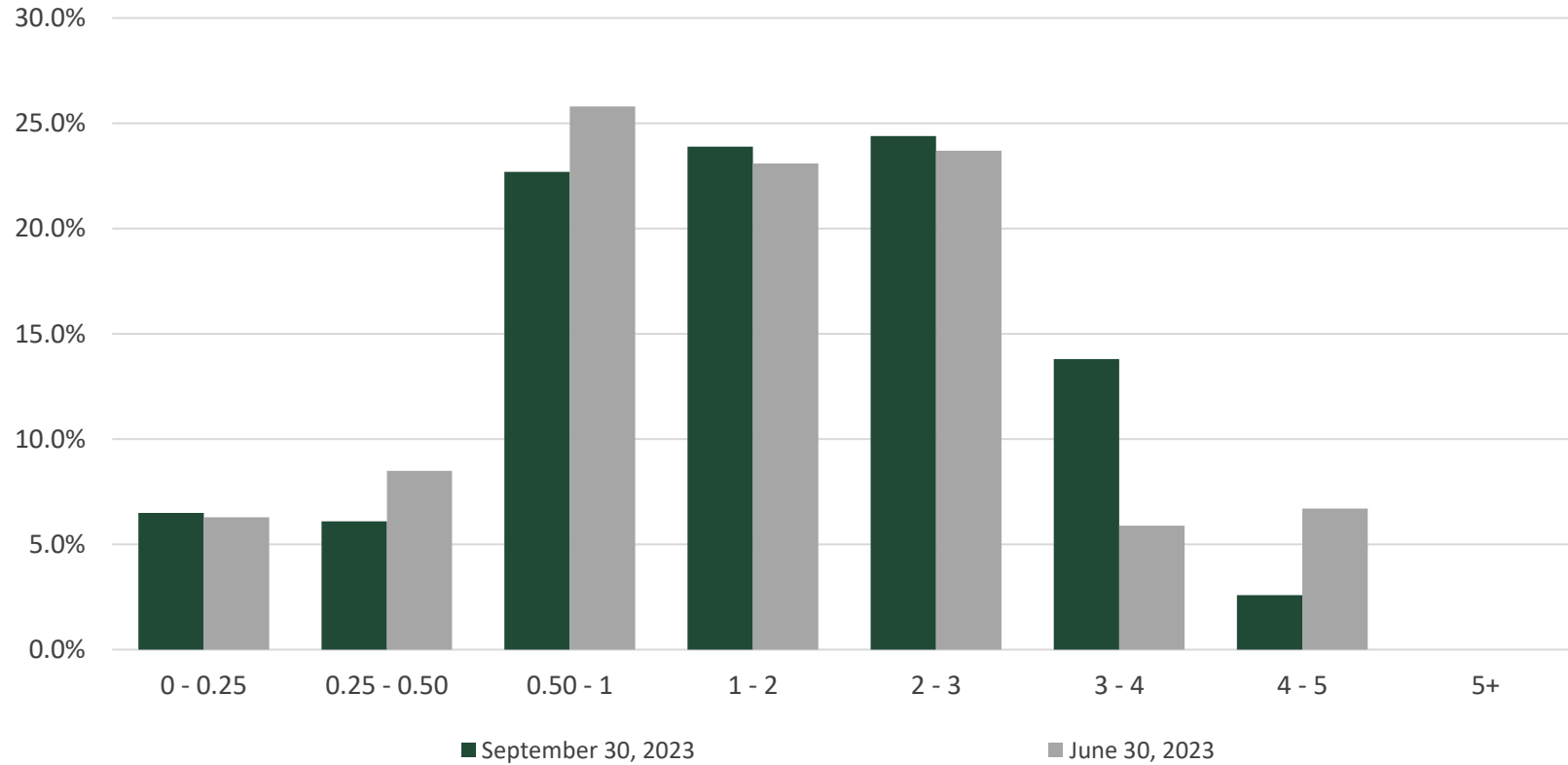
	AAA	AA	A	<A	NR
09/30/23	8.8%	58.8%	23.5%	0.0%	8.9%
06/30/23	5.8%	63.8%	21.4%	0.0%	9.1%

Source: S&P Ratings

Duration Distribution

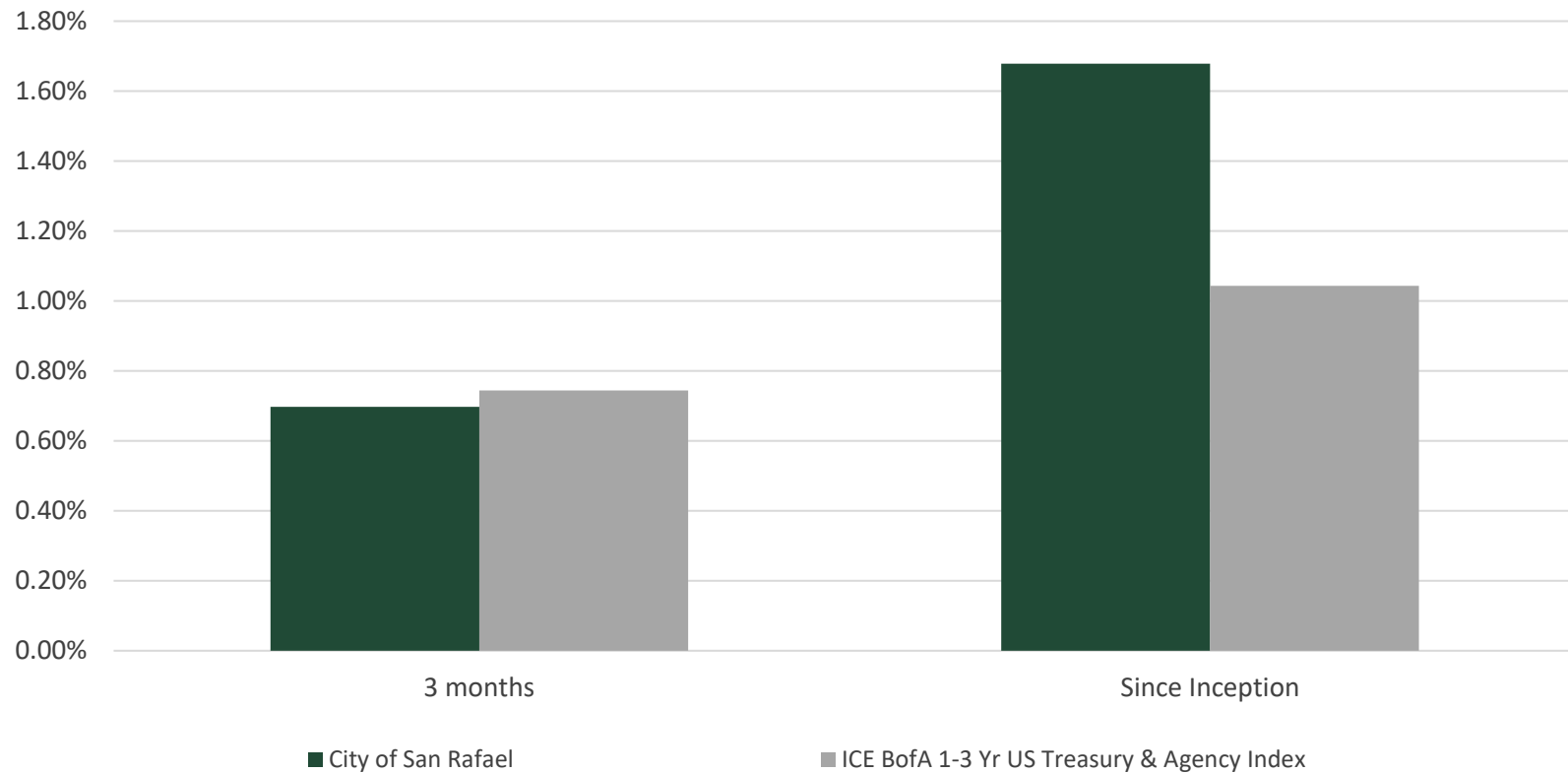
As of September 30, 2023

City of San Rafael
September 30, 2023 vs. June 30, 2023



	0 - 0.25	0.25 - 0.50	0.50 - 1	1 - 2	2 - 3	3 - 4	4 - 5	5+
09/30/23	6.5%	6.1%	22.7%	23.9%	24.4%	13.8%	2.6%	0.0%
06/30/23	6.3%	8.5%	25.8%	23.1%	23.7%	5.9%	6.7%	0.0%

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



TOTAL RATE OF RETURN	Latest 3 months	Since Inception
City of San Rafael	0.70%	1.68%
ICE BofA 1-3 Yr US Treasury & Agency Index	0.74%	1.04%

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

San Rafael Reporting

	09/30/23 Portfolio	06/30/23 Portfolio
Average Maturity (yrs)	0.00	0.00
Modified Duration	0.00	0.00
Average Purchase Yield	3.61%	3.26%
Average Market Yield	3.61%	3.26%
Average Quality*	NR/NR	NR/NR
Total Market Value	51,726,198	51,283,108

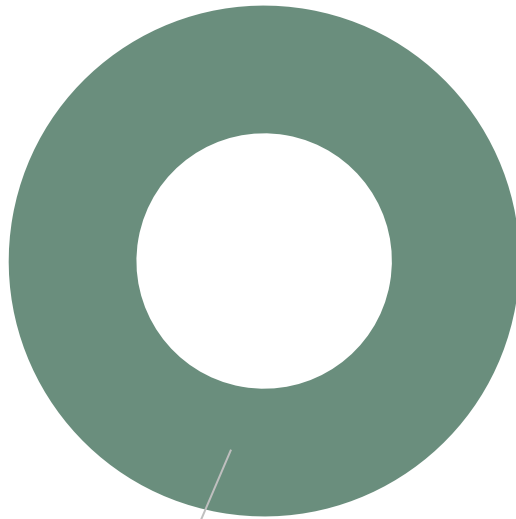
**Portfolio is S&P and Moody's, respectively.*

Sector Distribution

As of September 30, 2023

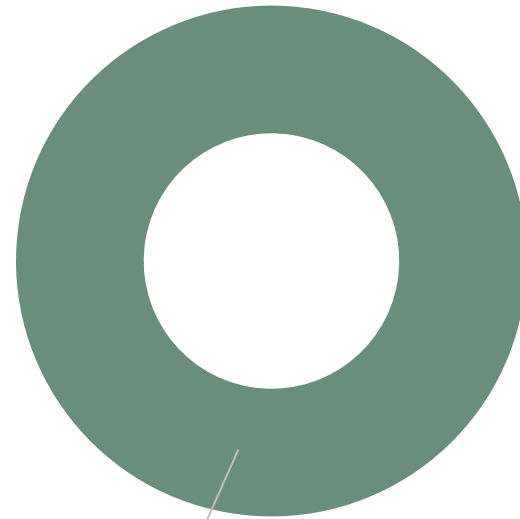
San Rafael Reporting

September 30, 2023



LAIF
100.0%

June 30, 2023



LAIF
100.0%

Portfolio Characteristics

As of September 30, 2023

San Rafael Consolidated

	09/30/23 Portfolio	06/30/23 Portfolio
Average Maturity (yrs)	0.99	0.89
Modified Duration	0.81	0.76
Average Purchase Yield	3.39%	2.97%
Average Market Yield	4.44%	4.14%
Average Quality*	AA/Aa1	AA/Aa1
Total Market Value	96,609,353	95,866,474

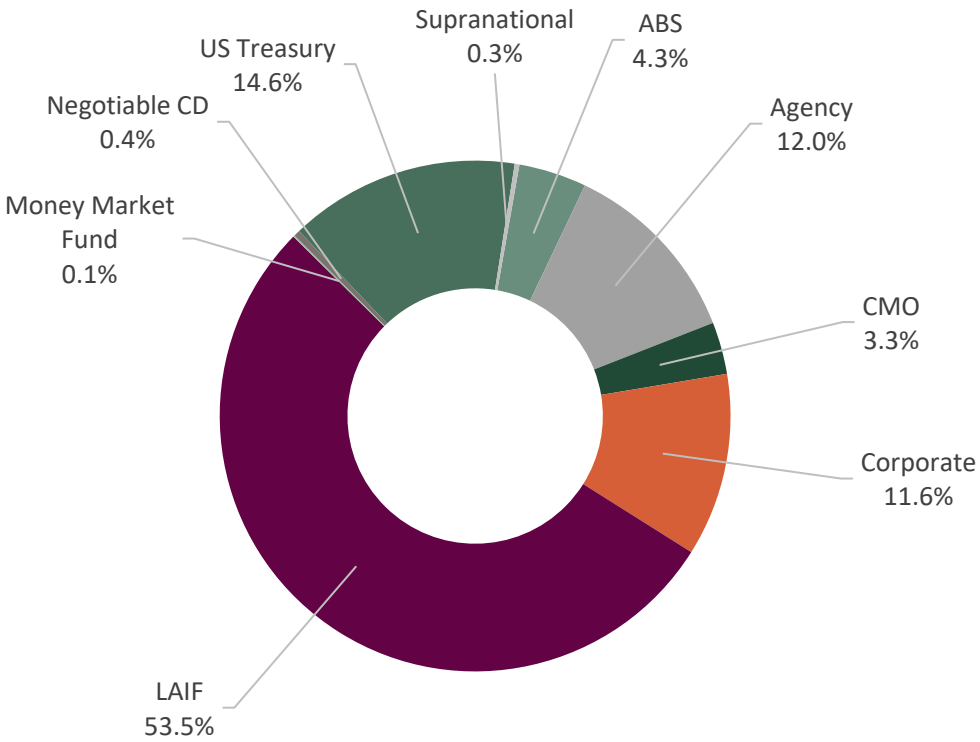
* Portfolio is S&P and Moody's respectively.

Sector Distribution

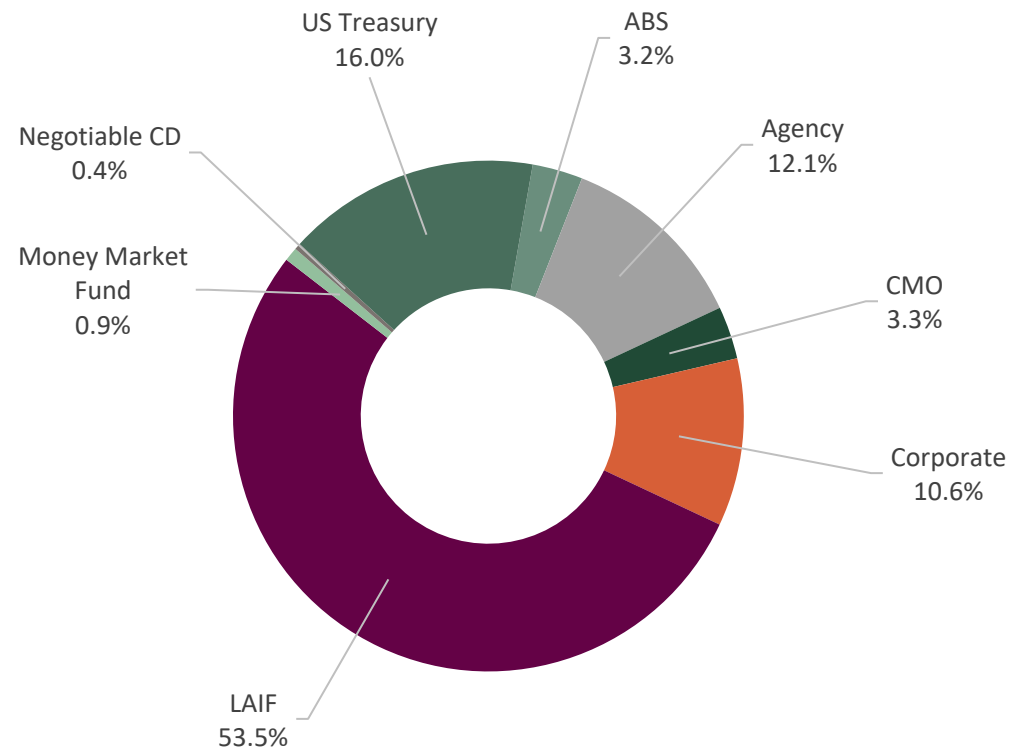
As of September 30, 2023

San Rafael Consolidated

September 30, 2023



June 30, 2023





Section 3 | Portfolio Holdings

Holdings Report

As of September 30, 2023

City of San Rafael - Account #11045

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
05593AAC3	BMW Vehicle Lease Trust 2023-1 A3 5.160% Due 11/25/2025	435,000.00	Various 5.11%	435,745.64 435,524.56	99.15 6.04%	431,323.38 374.10	0.96% (4,201.18)	Aaa / AAA AAA	2.16 1.03
43815JAC7	Honda Auto Receivables Owner 2023-1 A3 5.040% Due 04/21/2027	120,000.00	02/16/2023 5.10%	119,977.70 119,981.94	98.99 5.69%	118,782.72 168.00	0.27% (1,199.22)	Aaa / NR AAA	3.56 1.72
02582JIT8	American Express Credit Trust 2022-2 A 3.390% Due 05/17/2027	600,000.00	04/17/2023 4.65%	585,632.81 588,764.36	96.51 5.72%	579,041.40 904.00	1.29% (9,722.96)	NR / AAA AAA	3.63 1.53
58768PAC8	Mercedes-Benz Auto Receivables 2022-1 A3 5.210% Due 08/16/2027	260,000.00	02/15/2023 5.02%	261,340.63 261,084.52	99.34 5.76%	258,280.36 602.04	0.58% (2,804.16)	Aaa / AAA NR	3.88 1.35
89239HAD0	Toyota Auto Receivables Owner 2022-D A3 5.300% Due 09/15/2027	350,000.00	02/10/2023 4.82%	354,128.91 353,331.68	99.35 5.74%	347,732.35 824.44	0.78% (5,599.33)	Aaa / NR AAA	3.96 1.72
47800CAC0	John Deere Owner Trust 2023-A A3 5.010% Due 11/15/2027	880,000.00	Various 4.95%	882,243.24 882,016.60	98.83 5.72%	869,724.34 1,959.46	1.94% (12,292.26)	Aaa / NR AAA	4.13 1.79
05592XAD2	BMW Vehicle Owner Trust 2023-A A3 5.470% Due 02/25/2028	90,000.00	07/11/2023 5.54%	89,984.05 89,985.03	99.74 5.67%	89,763.30 82.05	0.20% (221.73)	NR / AAA AAA	4.41 1.88
05522RDF2	Bank of America Credit Card Tr 2022-A2 A2 5.000% Due 04/15/2028	440,000.00	04/18/2023 4.59%	444,812.50 443,972.87	98.96 5.59%	435,420.92 977.78	0.97% (8,551.95)	Aaa / AAA NR	4.55 1.95
161571HT4	Chase Issuance Trust 23-A1 A 5.160% Due 09/15/2028	495,000.00	09/07/2023 5.23%	494,862.79 494,864.79	99.63 5.35%	493,177.41 1,135.20	1.10% (1,687.38)	NR / AAA AAA	4.96 2.66
02582JKD1	American Express Credit Trust 2023-3 A 5.230% Due 09/15/2028	490,000.00	09/12/2023 5.29%	489,978.10 489,978.34	99.80 5.36%	489,033.23 854.23	1.09% (945.11)	NR / AAA AAA	4.96 2.66
TOTAL ABS		4,160,000.00	4.97%	4,158,706.37 4,159,504.69	5.65%	4,112,279.41 7,881.30	9.18% (47,225.28)	Aaa / AAA AAA	4.06 1.87
Agency									
3133EMWV0	FFCB Note 0.350% Due 04/22/2024	1,000,000.00	05/03/2021 0.35%	1,000,000.00 1,000,000.00	97.13 5.61%	971,323.00 1,545.83	2.17% (28,677.00)	Aaa / AA+ AA+	0.56 0.54
3130AMQQ8	FHLB Callable Note Qtrly 12/23/2021 0.350% Due 04/23/2024	1,000,000.00	06/23/2021 0.35%	1,000,000.00 1,000,000.00	97.11 5.63%	971,109.00 952.78	2.17% (28,891.00)	Aaa / AA+ NR	0.56 0.55
3136G46B4	FNMA Callable Note Qtrly 01/26/2024 0.350% Due 04/26/2024	1,200,000.00	10/30/2020 0.36%	1,199,700.00 1,199,951.02	97.07 5.63%	1,164,810.00 1,808.33	2.60% (35,141.02)	Aaa / AA+ AA+	0.57 0.56
3133EMYR7	FFCB Callable Note Cont 5/6/2022 0.375% Due 05/06/2024	1,000,000.00	05/06/2021 0.38%	1,000,000.00 1,000,000.00	96.95 5.62%	969,452.00 1,510.42	2.16% (30,548.00)	Aaa / AA+ AA+	0.60 0.58
3135G0V75	FNMA Note 1.750% Due 07/02/2024	750,000.00	11/05/2019 1.65%	753,426.75 750,554.00	97.24 5.53%	729,271.50 3,244.79	1.63% (21,282.50)	Aaa / AA+ AA+	0.76 0.73

Holdings Report

As of September 30, 2023

City of San Rafael - Account #11045

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
3133EPBF1	FFCB Note 4.875% Due 08/21/2024	1,000,000.00	02/15/2023 4.98%	998,490.00 999,102.83	99.49 5.47%	994,873.00 5,416.67	2.23% (4,229.83)	Aaa / AA+ AA+	0.89 0.86
3130AV7L0	FHLB Note 5.000% Due 02/28/2025	1,100,000.00	03/02/2023 5.07%	1,098,548.00 1,098,970.84	99.50 5.37%	1,094,504.40 5,041.67	2.45% (4,466.44)	Aaa / AA+ NR	1.42 1.34
3130AWER7	FHLB Note 4.625% Due 06/06/2025	775,000.00	06/09/2023 4.67%	774,356.75 774,455.23	99.18 5.14%	768,619.43 10,852.69	1.74% (5,835.80)	Aaa / AA+ NR	1.68 1.58
3130ATH7	FHLB Note 4.375% Due 09/12/2025	1,300,000.00	10/06/2022 4.29%	1,303,159.00 1,302,098.14	98.72 5.07%	1,283,418.50 3,001.74	2.87% (18,679.64)	Aaa / AA+ NR	1.95 1.84
3130ATUC9	FHLB Note 4.500% Due 12/12/2025	1,000,000.00	02/13/2023 4.32%	1,004,720.00 1,003,672.64	98.72 5.12%	987,231.00 13,625.00	2.23% (16,441.64)	Aaa / AA+ NR	2.20 2.04
3130AWGR5	FHLB Note 4.375% Due 06/12/2026	525,000.00	06/28/2023 4.43%	524,165.25 524,237.97	98.59 4.94%	517,588.05 6,380.21	1.17% (6,649.92)	Aaa / AA+ NR	2.70 2.48
3133EPSW6	FFCB Note 4.500% Due 08/14/2026	560,000.00	08/09/2023 4.58%	558,712.00 558,768.41	99.01 4.87%	554,456.56 3,290.00	1.24% (4,311.85)	Aaa / AA+ AA+	2.87 2.65
3130ATUS4	FHLB Note 4.250% Due 12/10/2027	500,000.00	05/15/2023 3.66%	512,310.00 511,292.16	98.25 4.71%	491,267.00 6,552.08	1.11% (20,025.16)	Aaa / AA+ NR	4.20 3.75
TOTAL Agency		11,710,000.00	2.86%	11,727,587.75 11,723,103.24	5.33%	11,497,923.44 63,222.21	25.76% (225,179.80)	Aaa / AA+ AA+	1.43 1.33
CMO									
3137BVZ82	FHLMC K063 3.430% Due 01/25/2027	700,000.00	06/07/2023 4.55%	674,542.97 676,678.82	94.62 5.26%	662,354.70 2,000.83	1.48% (14,324.12)	NR / NR AAA	3.32 2.93
3137F1G44	FHLMC K065 A2 3.243% Due 04/25/2027	450,000.00	06/08/2023 4.42%	431,736.33 433,159.14	93.83 5.18%	422,225.55 1,216.13	0.94% (10,933.59)	NR / NR AAA	3.57 3.20
3137FBBX3	FHLMC K068 A2 3.244% Due 08/25/2027	240,000.00	06/08/2023 4.38%	229,940.63 230,673.43	93.53 5.10%	224,475.60 648.80	0.50% (6,197.83)	Aaa / NR NR	3.90 3.51
3137FBU79	FHLMC K069 A2 3.187% Due 09/25/2027	500,000.00	06/09/2023 4.98%	476,601.56 478,232.27	92.91 5.22%	464,529.00 1,327.92	1.04% (13,703.27)	NR / AAA NR	3.99 3.53
3137FETN0	FHLMC K073 A2 3.350% Due 01/25/2028	670,000.00	05/24/2023 4.34%	643,932.81 645,833.06	93.02 5.19%	623,266.16 374.08	1.39% (22,566.90)	NR / NR AAA	4.32 3.83
3137FG6X8	FHLMC K077 A2 3.850% Due 05/25/2028	780,000.00	05/24/2023 4.65%	765,679.69 766,654.29	94.67 5.16%	738,412.74 500.50	1.65% (28,241.55)	NR / NR AAA	4.65 4.07
TOTAL CMO		3,340,000.00	4.57%	3,222,433.99 3,231,231.01	5.19%	3,135,263.75 6,068.26	7.00% (95,967.26)	Aaa / AAA AAA	4.01 3.54

City of San Rafael - Account #11045

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
Corporate									
14912L5X5	Caterpillar Finance Serv Corp Note 3.750% Due 11/24/2023	1,000,000.00	05/05/2021 0.35%	1,086,390.00 1,005,000.06	99.76 5.29%	997,601.00 13,229.17	2.25% (7,399.06)	A2 / A A+	0.15 0.15
89236THU2	Toyota Motor Credit Corp Note 0.450% Due 01/11/2024	480,000.00	09/27/2021 0.51%	479,342.40 479,919.77	98.55 5.69%	473,041.44 480.00	1.06% (6,878.33)	A1 / A+ A+	0.28 0.28
693475AV7	PNC Financial Services Callable Note Cont 12/23/2023 3.500% Due 01/23/2024	900,000.00	07/29/2019 1.99%	957,939.00 904,029.92	99.23 5.95%	893,102.40 5,950.00	2.00% (10,927.52)	A3 / A- A	0.32 0.31
17325FAS7	Citibank Callable Note Cont 12/23/2023 3.650% Due 01/23/2024	500,000.00	05/19/2021 0.53%	541,470.00 504,828.99	99.31 5.84%	496,561.00 3,447.22	1.11% (8,267.99)	Aa3 / A+ A+	0.32 0.31
713448CM8	Pepsico Inc. Callable Note Cont 12/01/2023 3.600% Due 03/01/2024	500,000.00	06/23/2021 0.78%	537,465.00 505,799.06	99.20 5.53%	496,018.00 1,500.00	1.11% (9,781.06)	A1 / A+ NR	0.42 0.41
717081DM2	Pfizer Inc. Note 3.400% Due 05/15/2024	500,000.00	09/27/2021 0.55%	537,160.00 508,777.65	98.56 5.77%	492,818.00 6,422.22	1.11% (15,959.65)	A1 / A+ A	0.62 0.60
166764BW9	Chevron Corp Callable Note Cont 4/11/2025 1.554% Due 05/11/2025	700,000.00	05/12/2022 3.20%	667,380.00 682,483.51	94.09 5.43%	658,606.20 4,230.33	1.48% (23,877.31)	Aa2 / AA- NR	1.61 1.55
78016FZT4	Royal Bank of Canada Note 4.875% Due 01/12/2026	550,000.00	07/19/2023 5.34%	544,197.50 544,658.63	98.14 5.75%	539,770.00 5,883.85	1.22% (4,888.63)	A1 / A AA-	2.29 2.11
46647PBH8	JP Morgan Chase & Co Callable Note Mthly 3/13/2025 2.005% Due 03/13/2026	600,000.00	04/05/2022 4.25%	577,518.00 586,023.01	94.17 6.27%	565,003.20 601.50	1.26% (21,019.81)	A1 / A- AA-	2.45 1.39
69371RS49	Paccar Financial Corp Note 4.450% Due 03/30/2026	600,000.00	03/28/2023 4.47%	599,634.00 599,695.78	98.43 5.13%	590,591.40 74.17	1.32% (9,104.38)	A1 / A+ NR	2.50 2.33
00440EAV9	Chubb INA Holdings Inc Callable Note Cont 2/3/2026 3.350% Due 05/03/2026	500,000.00	03/09/2023 5.09%	475,060.00 479,452.22	94.85 5.51%	474,253.00 6,886.11	1.07% (5,199.22)	A3 / A A	2.59 2.40
341081GR2	Florida Power and Light Callable Note Cont 4/15/2026 4.450% Due 05/15/2026	550,000.00	05/18/2023 4.65%	547,030.00 547,390.00	97.85 5.33%	538,200.85 9,042.15	1.22% (9,189.15)	A1 / A A+	2.62 2.40
24422EWX3	John Deere Capital Corp Note 4.750% Due 06/08/2026	500,000.00	06/05/2023 4.72%	500,470.00 500,420.68	98.66 5.29%	493,284.50 7,454.86	1.12% (7,136.18)	A2 / A A+	2.69 2.45
06406RBQ9	Bank of NY Mellon Corp Callable Note Cont 4/26/2026 4.947% Due 04/26/2027	350,000.00	04/19/2023 5.26%	350,497.00 350,443.25	97.61 5.96%	341,629.75 7,454.85	0.78% (8,813.50)	A1 / A AA-	3.57 2.32

Holdings Report

As of September 30, 2023

City of San Rafael - Account #11045

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
74456QBS4	Public Service El & Gas Callable Note Cont 2/15/2027 3.000% Due 05/15/2027	337,000.00	04/18/2023 4.48%	318,673.94 320,696.47	92.58 5.28%	311,977.75 3,819.33	0.70% (8,718.72)	A1 / A NR	3.62 3.33
89115A2M3	Toronto-Dominion Bank Note 5.156% Due 01/10/2028	575,000.00	07/12/2023 5.29%	571,929.50 572,077.32	97.60 5.80%	561,194.83 6,670.58	1.27% (10,882.49)	A1 / A AA-	4.28 3.74
756109AU8	Realty Income Corp Callable Note Cont 10/15/2027 3.650% Due 01/15/2028	500,000.00	04/10/2023 4.87%	474,240.00 476,787.86	92.12 5.75%	460,580.50 3,852.78	1.03% (16,207.36)	A3 / A- NR	4.30 3.85
06051GGF0	Bank of America Corp Callable Note 1/20/2027 3.824% Due 01/20/2028	600,000.00	07/12/2023 5.91%	567,738.00 569,281.73	92.86 6.24%	557,184.00 4,525.07	1.25% (12,097.73)	A1 / A- AA-	4.31 3.01
06368LGV2	Bank of Montreal Callable Note Cont 1/1/2028 5.203% Due 02/01/2028	600,000.00	09/05/2023 5.48%	593,520.00 593,616.72	97.61 5.83%	585,650.40 5,203.00	1.32% (7,966.32)	A2 / A- AA-	4.34 3.79
58933YBH7	Merck & Co Callable Note Cont 4/17/2028 4.050% Due 05/17/2028	130,000.00	05/08/2023 4.07%	129,894.70 129,902.60	96.23 4.97%	125,094.06 1,959.75	0.28% (4,808.54)	A1 / A+ NR	4.63 4.09
61744YAK4	Morgan Stanley Callable Note 1X 7/22/2027 3.591% Due 07/22/2028	500,000.00	08/10/2023 5.88%	465,070.00 465,999.40	91.24 6.21%	456,190.00 3,441.38	1.02% (9,809.40)	A1 / A- A+	4.81 3.45
TOTAL Corporate		11,472,000.00	3.48%	11,522,619.04 11,327,284.63	5.67%	11,108,352.28 102,128.32	24.98% (218,932.35)	A1 / A A+	2.24 1.88
Money Market Fund									
31846V807	First American Treasury MMF Class Y	74,981.20	Various 4.95%	74,981.20 74,981.20	1.00 4.95%	74,981.20 0.00	0.17% 0.00	Aaa / AA+ AAA	0.00 0.00
TOTAL Money Market Fund		74,981.20	4.95%	74,981.20	4.95%	74,981.20 0.00	0.17% 0.00	Aaa / AA+ AAA	0.00 0.00
Negotiable CD									
96130ASC3	Westpac Banking Corp NY Yankee CD 5.380% Due 02/16/2024	375,000.00	02/16/2023 5.34%	375,141.03 375,053.47	99.86 5.56%	374,471.63 12,721.46	0.86% (581.84)	P-1 / A-1+ F-1	0.38 0.37
TOTAL Negotiable CD		375,000.00	5.34%	375,141.03 375,053.47	5.56%	374,471.63 12,721.46	0.86% (581.84)	Aaa / AAA AA	0.38 0.37

Holdings Report

As of September 30, 2023

City of San Rafael - Account #11045

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
Supranational									
45950KDD9	International Finance Corp Note 4.500% Due 07/13/2028	305,000.00	07/06/2023 4.53%	304,661.45 304,676.27	98.82 4.78%	301,397.65 2,973.75	0.68% (3,278.62)	Aaa / AAA NR	4.79 4.21
TOTAL Supranational		305,000.00	4.53%	304,661.45 304,676.27	4.78%	301,397.65 2,973.75	0.68% (3,278.62)	Aaa / AAA NR	4.79 4.21
US Treasury									
912828U57	US Treasury Note 2.125% Due 11/30/2023	650,000.00	10/31/2019 1.67%	661,529.52 650,463.96	99.45 5.39%	646,451.65 4,641.91	1.45% (4,012.31)	Aaa / AA+ AA+	0.17 0.17
91282CBA8	US Treasury Note 0.125% Due 12/15/2023	1,200,000.00	10/07/2021 0.33%	1,194,566.52 1,199,489.97	98.95 5.22%	1,187,437.20 442.62	2.65% (12,052.77)	Aaa / AA+ AA+	0.21 0.21
91282CBV2	US Treasury Note 0.375% Due 04/15/2024	1,000,000.00	05/03/2021 0.33%	1,001,175.22 1,000,214.77	97.32 5.48%	973,164.00 1,731.56	2.17% (27,050.77)	Aaa / AA+ AA+	0.54 0.53
91282CCC3	US Treasury Note 0.250% Due 05/15/2024	1,000,000.00	05/17/2021 0.35%	996,878.35 999,352.27	96.81 5.51%	968,086.00 944.29	2.16% (31,266.27)	Aaa / AA+ AA+	0.62 0.61
912828D56	US Treasury Note 2.375% Due 08/15/2024	1,000,000.00	12/28/2021 0.91%	1,038,011.16 1,012,617.65	97.36 5.51%	973,555.00 3,033.29	2.18% (39,062.65)	Aaa / AA+ AA+	0.88 0.85
9128282Y5	US Treasury Note 2.125% Due 09/30/2024	1,000,000.00	08/25/2021 0.44%	1,051,800.23 1,016,702.37	96.80 5.46%	967,969.00 58.06	2.16% (48,733.37)	Aaa / AA+ AA+	1.00 0.97
912828YM6	US Treasury Note 1.500% Due 10/31/2024	1,000,000.00	12/28/2021 0.97%	1,014,925.23 1,005,694.02	95.91 5.44%	959,063.00 6,277.17	2.15% (46,631.02)	Aaa / AA+ AA+	1.09 1.04
912828YV6	US Treasury Note 1.500% Due 11/30/2024	700,000.00	09/10/2021 0.48%	722,889.06 708,284.40	95.68 5.37%	669,730.60 3,528.69	1.50% (38,553.80)	Aaa / AA+ AA+	1.17 1.12
91282CAJ0	US Treasury Note 0.250% Due 08/31/2025	1,200,000.00	06/30/2022 3.15%	1,095,937.50 1,137,095.21	91.25 5.10%	1,094,953.20 255.49	2.44% (42,142.01)	Aaa / AA+ AA+	1.92 1.87
91282CAM3	US Treasury Note 0.250% Due 09/30/2025	500,000.00	07/15/2022 3.12%	456,445.31 472,894.35	91.00 5.04%	455,000.00 3.42	1.01% (17,894.35)	Aaa / AA+ AA+	2.00 1.95
9128285N6	US Treasury Note 2.875% Due 11/30/2025	500,000.00	07/15/2022 3.11%	496,212.61 497,572.26	95.66 5.01%	478,320.50 4,830.94	1.08% (19,251.76)	Aaa / AA+ AA+	2.17 2.04
91282CGE5	US Treasury Note 3.875% Due 01/15/2026	1,000,000.00	02/06/2023 4.13%	992,929.69 994,484.76	97.65 4.97%	976,484.00 8,213.32	2.19% (18,000.76)	Aaa / AA+ AA+	2.30 2.14
91282CBQ3	US Treasury Note 0.500% Due 02/28/2026	500,000.00	07/15/2022 3.09%	455,839.84 470,615.48	90.03 4.92%	450,156.50 212.91	1.00% (20,458.98)	Aaa / AA+ AA+	2.42 2.35
91282CBW0	US Treasury Note 0.750% Due 04/30/2026	500,000.00	09/30/2022 4.17%	443,595.43 459,378.36	90.08 4.88%	450,410.00 1,569.29	1.01% (8,968.36)	Aaa / AA+ AA+	2.58 2.49

Holdings Report

As of September 30, 2023

City of San Rafael - Account #11045

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
9128286X3	US Treasury Note 2.125% Due 05/31/2026	500,000.00	09/30/2022 4.14%	465,958.71 475,263.50	93.21 4.87%	466,035.00 3,570.70	1.05% (9,228.50)	Aaa / AA+ AA+	2.67 2.52
91282CCJ8	US Treasury Note 0.875% Due 06/30/2026	500,000.00	09/30/2022 4.15%	443,595.43 458,675.10	89.98 4.81%	449,883.00 1,105.64	1.00% (8,792.10)	Aaa / AA+ AA+	2.75 2.65
91282CHY0	US Treasury Note 4.625% Due 09/15/2026	900,000.00	09/25/2023 4.81%	895,429.69 895,450.75	99.51 4.80%	895,570.20 1,829.67	2.00% 119.45	Aaa / AA+ AA+	2.96 2.73
91282CGC9	US Treasury Note 3.875% Due 12/31/2027	1,000,000.00	02/06/2023 3.84%	1,001,445.31 1,001,254.54	96.92 4.68%	969,180.00 9,792.80	2.18% (32,074.54)	Aaa / AA+ AA+	4.25 3.83
TOTAL US Treasury		14,650,000.00	2.14%	14,429,164.81 14,455,503.72	5.18%	14,031,448.85 52,041.77	31.38% (424,054.87)	Aaa / AA+ AA+	1.64 1.55
TOTAL PORTFOLIO		46,086,981.20	3.14%	45,815,295.64 45,651,338.23	5.39%	44,636,118.21 247,037.07	100.00% (1,015,220.02)	Aa1 / AA AA+	2.13 1.75
TOTAL MARKET VALUE PLUS ACCRUALS						44,883,155.28			

Holdings Report

As of September 30, 2023

San Rafael Reporting - Account #11046

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
LAIF									
90LAIF\$00	Local Agency Investment Fund State Pool	51,292,953.97	Various 3.61%	51,292,953.97 51,292,953.97	1.00 3.61%	51,292,953.97 433,243.56	100.00% 0.00	NR / NR NR	0.00 0.00
TOTAL LAIF		51,292,953.97	3.61%	51,292,953.97	3.61%	433,243.56	0.00	NR	0.00
TOTAL PORTFOLIO		51,292,953.97	3.61%	51,292,953.97	3.61%	433,243.56	0.00	NR	0.00
TOTAL MARKET VALUE PLUS ACCRUALS						51,726,197.53			



Section 4 | Transactions

Transaction Ledger

As of September 30, 2023

City of San Rafael - Account #11045

June 30, 2023 through September 30, 2023

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	07/13/2023	45950KDD9	305,000.00	International Finance Corp Note 4.5% Due: 07/13/2028	99.889	4.53%	304,661.45	0.00	304,661.45	0.00
Purchase	07/14/2023	06051GGF0	600,000.00	Bank of America Corp Callable Note 1/20/2027 3.824% Due: 01/20/2028	94.623	5.91%	567,738.00	11,089.60	578,827.60	0.00
Purchase	07/14/2023	89115A2M3	575,000.00	Toronto-Dominion Bank Note 5.156% Due: 01/10/2028	99.466	5.29%	571,929.50	329.41	572,258.91	0.00
Purchase	07/18/2023	05592XAD2	90,000.00	BMW Vehicle Owner Trust 2023-A A3 5.47% Due: 02/25/2028	99.982	5.54%	89,984.05	0.00	89,984.05	0.00
Purchase	07/21/2023	78016FZT4	550,000.00	Royal Bank of Canada Note 4.875% Due: 01/12/2026	98.945	5.34%	544,197.50	670.31	544,867.81	0.00
Purchase	08/14/2023	3133EPSW6	560,000.00	FFCB Note 4.5% Due: 08/14/2026	99.770	4.58%	558,712.00	0.00	558,712.00	0.00
Purchase	08/14/2023	61744YAK4	500,000.00	Morgan Stanley Callable Note 1X 7/22/2027 3.591% Due: 07/22/2028	93.014	5.88%	465,070.00	1,097.25	466,167.25	0.00
Purchase	09/07/2023	06368LGV2	600,000.00	Bank of Montreal Callable Note Cont 1/1/2028 5.203% Due: 02/01/2028	98.920	5.48%	593,520.00	3,121.80	596,641.80	0.00
Purchase	09/15/2023	161571HT4	495,000.00	Chase Issuance Trust 23-A1 A 5.16% Due: 09/15/2028	99.972	5.23%	494,862.79	0.00	494,862.79	0.00
Purchase	09/19/2023	02582JKD1	490,000.00	American Express Credit Trust 2023-3 A 5.23% Due: 09/15/2028	99.996	5.29%	489,978.10	0.00	489,978.10	0.00
Purchase	09/26/2023	91282CHY0	900,000.00	US Treasury Note 4.625% Due: 09/15/2026	99.492	4.81%	895,429.69	1,257.90	896,687.59	0.00
Subtotal			5,665,000.00				5,576,083.08	17,566.27	5,593,649.35	0.00
TOTAL ACQUISITIONS			5,665,000.00				5,576,083.08	17,566.27	5,593,649.35	0.00

Transaction Ledger

As of September 30, 2023

City of San Rafael - Account #11045

June 30, 2023 through September 30, 2023

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
DISPOSITIONS										
Sale	07/13/2023	9128282D1	1,250,000.00	US Treasury Note 1.375% Due: 08/31/2023	99.477	5.31%	1,243,457.03	6,305.20	1,249,762.23	-7,813.39
Sale	08/14/2023	91159HHV5	1,000,000.00	US Bancorp Callable Note Cont 1/5/2024 3.375% Due: 02/05/2024	98.793	5.98%	987,930.00	843.75	988,773.75	-25,821.49
Sale	09/12/2023	91282CAW1	1,000,000.00	US Treasury Note 0.25% Due: 11/15/2023	99.141	5.23%	991,406.25	815.22	992,221.47	-8,602.08
Sale	09/26/2023	3135G0V34	600,000.00	FNMA Note 2.5% Due: 02/05/2024	98.910	5.58%	593,460.00	2,125.00	595,585.00	-8,333.41
Subtotal			3,850,000.00				3,816,253.28	10,089.17	3,826,342.45	-50,570.37
Maturity	08/25/2023	89236THA6	700,000.00	Toyota Motor Credit Corp Note 1.35% Due: 08/25/2023	100.000		700,000.00	0.00	700,000.00	0.00
Subtotal			700,000.00				700,000.00	0.00	700,000.00	0.00
TOTAL DISPOSITIONS			4,550,000.00				4,516,253.28	10,089.17	4,526,342.45	-50,570.37

Transaction Ledger

As of September 30, 2023

San Rafael Reporting - Account #11046

June 30, 2023 through September 30, 2023

Transaction Type	Settlement Date	CUSIP	Quantity	Security Description	Price	Acq/Disp Yield	Amount	Interest Pur/Sold	Total Amount	Gain/Loss
ACQUISITIONS										
Purchase	07/15/2023	90LAIF\$00	369,116.37	Local Agency Investment Fund State Pool	1.000	3.26%	369,116.37	0.00	369,116.37	0.00
Subtotal			369,116.37				369,116.37	0.00	369,116.37	0.00
TOTAL ACQUISITIONS			369,116.37				369,116.37	0.00	369,116.37	0.00
DISPOSITIONS										
Security Withdrawal	07/15/2023	90LAIF\$00	6,158.18	Local Agency Investment Fund State Pool	1.000		6,158.18	0.00	6,158.18	0.00
Subtotal			6,158.18				6,158.18	0.00	6,158.18	0.00
TOTAL DISPOSITIONS			6,158.18				6,158.18	0.00	6,158.18	0.00

Important Disclosures

As of September 30, 2023

2023 Chandler Asset Management, Inc, An Independent Registered Investment Adviser.

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

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

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

Source ICE Data Indices, LLC ("ICE"), used with permission. ICE permits use of the ICE indices and related data on an "as is" basis; ICE, its affiliates and their respective third party suppliers disclaim any and all warranties and representations, express and/or implied, including any warranties of merchantability or fitness for a particular purpose or use, including the indices, index data and any data included in, related to, or derived therefrom. Neither ICE data, its affiliates or their respective third party providers guarantee the quality, adequacy, accuracy, timeliness or completeness of the indices or the index data or any component thereof, and the indices and index data and all components thereof are provided on an "as is" basis and licensee's use it at licensee's own risk. ICE data, its affiliates and their respective third party do not sponsor, endorse, or recommend chandler asset management, or any of its products or services.

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

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

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

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

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

ICE BofA 1-3 Yr US Treasury & Agency Index

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



Agenda Item No: 4.f
Meeting Date: November 6, 2023

SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Human Resources

Prepared by: Marissa Sanchez, Human Resources Director **City Manager Approval:** _____

TOPIC: PROFESSIONAL SERVICES AGREEMENT FOR LABOR NEGOTIATIONS SERVICES

SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH BURKE, WILLIAMS & SORENSEN, LLP FOR LABOR NEGOTIATION SERVICES, IN AN AMOUNT NOT TO EXCEED \$150,000

RECOMMENDATION:

Authorize the City Manager to enter into a Professional Services Agreement with Burke, Williams & Sorensen, LLP for legal and labor negotiation services, in an amount not to exceed \$150,000.

BACKGROUND:

This contract is to engage labor negotiation services from attorneys with the law firm of Burke, Williams & Sorensen, LLP, covering fiscal years 2023-2024 and 2024-2025.

The City of San Rafael currently has seven (7) labor agreements that will expire on June 30, 2024. In addition, new compensation/benefit resolutions must be established for the unrepresented groups, and the Elected City Clerk and Elected Part Time City Attorney, whose current resolutions expire on June 30, 2024. Accordingly, the City will soon begin negotiating new labor agreements and resolutions.

The City has the practice of using experienced, independent professionals to act as lead negotiator in represented contract negotiations for many years and has contracted with Burke, Williams & Sorensen, LLP, for labor negotiation services since December 2017. A member of the City’s executive team will be “at the table” along with the independent negotiator. This model helps staff maintain cooperative relationships with bargaining unit representatives and avoids potential conflicts of interest that could arise if only internal staff were involved in negotiations.

ANALYSIS:

Given the City’s desire to complete new collective bargaining agreements with various bargaining groups and the time involved fulfilling this important task, staff recommends that the City continue partnering with the legal firm of Burke, Williams & Sorensen, LLP, for labor negotiation services.

FOR CITY CLERK ONLY

Council Meeting: _____

Disposition: _____

This agreement provides a full range of services, including meeting preparation, appropriate legal review of proposed bargaining group contracts, and coordination with the City's resource team. In addition, services will include time for interaction with the City Council, necessary technical research, and legal services that may be required for issues outside of the actual labor negotiation process.

Although Burke, Williams & Sorensen, LLP would be engaged to lead the process, staff will continue to be extensively involved in the negotiation process. Along with other City staff, Burke, Williams & Sorensen, LLP attorneys will receive authority from the City Council and will coordinate strategy with the City Manager, Assistant City Managers, and Human Resources Director. In addition, the management resource team will include support from the Department Directors, including the Finance Director for financial analysis, and the City Attorney.

FISCAL IMPACT:

The cost for services under this agreement will not exceed \$150,000. Funding is available in the FY 2023-24 contractual services budget for the General Fund and other related funds that will receive benefits from these services.

OPTIONS:

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

1. Adopt the resolution authorizing the City Manager to enter into the agreement as recommended.
2. Do not authorize the City Manager to enter into the agreement and provide further direction to staff.

RECOMMENDED ACTION:

Authorize the City Manager to enter into a Professional Services Agreement with Burke, Williams & Sorensen, LLP for legal and labor negotiation services, in the amount of \$150,000.

ATTACHMENTS:

None.



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Public Works

**Prepared by: Adeel Shaikh, Junior Engineer
April Miller, Director of Public Works**

City Manager Approval: 

TOPIC: ALBERT PARK NETTING AND FENCING PROJECT

SUBJECT: ALBERT PARK NETTING AND FENCING PROJECT BID REJECTION

RECOMMENDATION:

Reject the bid for the Albert Park Netting and Fencing Project and direct staff to develop design alternatives.

BACKGROUND:

The Library and Recreation Department notified the Public Works Department about stray baseballs creating a possible hazard to patrons and vehicles at the Albert Park athletic field. In response, the City proposed a project to install fencing and netting at the Albert Park athletic field and stadium between Andersen Drive, Albert Park Lane, and Lindaro Street. The proposed project consists of removing the existing fencing, installing 30-ft tall foul ball netting with foundations along the third base lines, and replacing a 6-foot chain-link fence in a new configuration near the third base concessions.

ANALYSIS:

The City has solicited contractors for this project on two separate occasions. On October 21, 2021, the City received no bid responses, and on November 18, 2021, the City received one bid from Arrow Fencing in the amount of \$595,039. The bid was much higher than the anticipated estimate of \$295,000. Due to insufficient funding from the Measure A Parks Fund (Fund #241), the City Council approved the staff recommendation to reject the bid on January 18, 2022.

City staff worked with the design consultants on an alternative design with reduced scope to fit a project within the project budget and still meet the safety objectives. On August 23, 2023, the project was re-advertised in accordance with San Rafael's Municipal Code. On September 21, 2023, the following bid was received and read aloud:

<u>NAME OF BIDDER</u>	<u>AMOUNT</u>
CWS Construction Group, Inc.	\$535,334

The Department of Public Works staff reviewed the construction bid from CWS Construction Group, Inc. in the amount of \$535,334 and found it to be non-responsive. The bid does not meet the percentage requirement for mobilization as specified in section 18-2 of the technical

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

specifications. Therefore, staff recommends rejecting the bid from CWS Construction Group, Inc. and developing design alternatives. After unsuccessfully soliciting the project three times, staff recommends exploring out-of-the-box alternate solutions that can achieve the goals of this project while staying within the project budget.

FISCAL IMPACT: If the City Council rejects the bid, there will be no fiscal impact.

OPTIONS:

1. Reject the bid and direct staff to develop design alternatives.
2. Reject the bid and direct staff to postpone the project.

RECOMMENDED ACTION: Reject the bid for the Albert Park Netting and Fencing Project and direct staff to develop design alternatives.



Agenda Item No: 4.h

Meeting Date: November 6, 2023

SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Public Works

**Prepared by: April Miller
Director of Public Works**

City Manager Approval: 

TOPIC: ESSENTIAL FACILITIES CONSTRUCTION PROJECT – FIRE STATION 55 SITE IMPROVEMENTS

SUBJECT: AUTHORIZE THE CITY MANAGER TO APPROVE CONTRACT AMENDMENTS TO THE CONSTRUCTION AGREEMENT WITH MICHAEL PAUL COMPANY, INC. FOR MISCELLANEOUS UNFORESEEN CONDITIONS ASSOCIATED WITH THE FIRE STATION 55 SITE WORK PROJECT.

RECOMMENDATION:

Authorize the City Manager to approve contract amendments to the Construction Agreement with Michael Paul Company, Inc. for miscellaneous unforeseen work associated with the Fire Station 55 Site Improvements project, increasing the total amount of the agreement to \$205,304.75.

BACKGROUND:

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

Fire Stations 54 and 55 were built in the mid-1960s and were beyond their useful life when the Essential Facilities Program was approved.

Fire Station 55 is located at 955 Point San Pedro Road between Knight Drive and Peacock Drive. The Fire Station 55 reconstruction project scope of work includes seismic and ADA (Americans with Disabilities Act) upgrades through the demolition and replacement of the living quarters; select demolition and salvaging of the existing wood-frame apparatus bay structure; and site improvements such as parking lot repaving, restriping, new exterior lighting, new emergency generator, and a new fueling station.

The Department of Public Works solicited qualified vendors to bid on the project and received bids on September 30, 2021. Wickman Development and Construction (“WDC”) was the lowest

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

responsive bidder. On October 18, 2021, the City Council approved a resolution [14988](#) authorizing the City Manager to authorize and execute a construction agreement with WDC for the construction of Fire Stations 54 and 55.

The City issued a notice to proceed with the construction of Station 55 on January 10, 2022.

Fire Station 55 serves the Peacock Gap and adjacent neighborhoods outside the City center. In order to maintain response time to the community, the City installed and commissioned a set of temporary buildings to house the fire crews on the property during construction. A modular building and several smaller structures were installed on the lawn, west of the construction site, on 955 Point San Pedro Road.

WDC's contract included the site improvements at Fire Station 55. The site work included demolition of the existing parking lot, regrading, repaving, and restriping of the lot, exterior light posts, and other miscellaneous work. However, the temporary buildings housing the fire crews during construction were located on the property. This portion of the site was part of the construction project and it was scheduled to receive new pavement, a sewer lateral upgrade, and other site improvements. The location of the temporary quarters was in conflict with the required site work.

Staff evaluated the potential for time and cost delays to the new building due to these unforeseen conflicts. Staff determined that the best path forward to minimize delays and to reoccupy the new station promptly was to remove the work related to site improvements from WDC, via a deductive change order, and rebid it as a separate project.

On February 23, 2022, The Department of Public Works solicited informal bids for the Fire Station 55 - Site Work Project. Staff contacted four qualified bidders: Argos Construction, Ghilotti Brothers, Ghilotti Construction, and Michael Paul Company, Inc. (MPC).

On March 3, 2022, the City received one bid from MPC. MPC was deemed the lowest, responsive bidder. The other companies declined mainly due to excess backlog and workload.

The City Manager issued a construction agreement for \$174,297 for the site improvements work at Fire Station 55, to MPC.

On May 10, 2023, The Department of Public Works issued a notice to proceed with construction. MPC started construction on May 15, 2023.

MPC discovered unforeseen conditions that required additional work while excavating the parking lot. MPC found an extra layer of asphalt pavement on large portions of the lot, a concrete footing buried under a layer of old asphalt pavement, and discrepancies between the existing grade and those shown on the project plans. Additionally, City staff requested new work to provide power to an exterior storage shed used to store safety equipment by the Fire crews.

MPC requested compensation for these changes in scope in the amount of \$31,007.75.

ANALYSIS:

The original contract was authorized in an amount of \$174,297 which is within the contracting authority of the Public Works Director (\$200,000). Due to unforeseen conditions and City requested added scope, the project team issued three change orders to MPC in the combined amount of \$31,007.75. These amendments to the contract increase the total contract to an amount of \$205,304.75. This increased contract amount exceeds the Public Works Director's authority, therefore requires approval by the City Council.

FISCAL IMPACT:

The costs associated with the project have been appropriated from the Essential Facilities Capital Projects Fund (#420). This fund has been accumulating a portion of Measure E tax dollars for the purpose of these projects and has a sufficient balance set aside to support the total project cost.

OPTIONS:

1. Authorize the City Manager to approve the contract amendments.
2. Do not authorize the City Manager to approve the contract amendments and provide further direction to staff.

RECOMMENDED ACTION:

1. Authorize the City Manager to approve contract amendments to the construction agreement with Michael Paul Company, Inc. for miscellaneous unforeseen work associated with the Fire Station 55 Site Improvements project, increasing the total amount of the agreement to \$205,304.75.

ATTACHMENTS:

N/A

City of San Rafael
Proclamation In Recognition of
UNITED AGAINST HATE WEEK 2023
AND SUPPORT FOR NOT IN OUR TOWN

WHEREAS, the United States is a nation of immigrants, whose strength comes from its diversity; and

WHEREAS, it has become all too common to see, hear, and witness racist, xenophobic, anti-Semitic, sexist, homophobic, Islamophobic, and other hateful acts in this country; and

WHEREAS, deep divisions within our country are the result of extreme ideology, further strengthening a cycle of mistrust and suspicion fueled by fear, anxiety, and insecurity; and

WHEREAS, the Constitution enshrines equality on all individuals regardless of race, gender, sexual orientation and expression, religion, disability, socio-economic status, education, language, or political views; and

WHEREAS, the City of San Rafael is committed to addressing equality and inclusivity in housing, criminal justice, health care, employment, education, and all other aspects of our community; and

WHEREAS, education, compassion, and cooperation are vital to understanding and embracing differences between people; and

WHEREAS, we seek to join other communities across the country in bridging divisions and strengthening our communities; and

WHEREAS, the City of San Rafael wishes to support Not In Our Town, a leading anti-hate organization that serves hundreds of schools and communities across the country who stand against all forms of prejudice and works to build bridges to foster inclusion and equity; and

WHEREAS, together, our community can stand united against hate not just this week, but every day.

NOW, THEREFORE, I, Kate Colin, Mayor of San Rafael, do hereby proclaim November 12 through November 18, 2023 as United Against Hate Week in the City of San Rafael and pledge the City's full support of the San Rafael chapter of Not in Our Town.



Kate Colin
Mayor

**City of San Rafael
Proclamation
Presented to**

Mark Machado

WHEREAS Mark Machado has served on the Park and Recreation Commission for the City of San Rafael for 16 years from October 2007- October 2023; and

WHEREAS, Mark served in an advisory capacity to the City as a Park and Recreation Commissioner and became an integral part of the Park and Recreation Commission, attending numerous park tours and neighborhood events and taking great pride in representing the City of San Rafael; and

WHEREAS, Mark served under Mayor Gary Phillips and Mayor Kate Colin, several City Councilmembers and three City Managers (Mackle, Schutz, and Alilovich), and provided advice to three Directors of the Library and Recreation (formerly Community Services) Department (McCart, Andrade-Wax, and Quffa) during his tenure; and

WHEREAS, Mark provided advice and insight to the City in relation to a variety of projects and initiatives, including the integration of the Library and Recreation Department, the creation of a Citywide Park & Recreation Master Plan, the allocation of Measure A funding, the development of departmental policies and procedures, improvements to Beach Park through private partnerships, as well as development of major improvements to Parks and Recreation facilities Citywide, including the renovation of Victor Jones Park, Pickleweed Park, Albert Park, and Sun Valley Playgrounds, installation of a new restroom at Bret Harte Park, and numerous upgrades to many neighborhood parks; and

WHEREAS, Mark served the City of San Rafael with, honesty, grace, diplomacy, and great integrity; making certain along the way that each solution advanced and improved the quality of life in San Rafael.

NOW, THEREFORE, I, KATE COLIN, Mayor of San Rafael, do hereby proclaim my sincere appreciation to Mark Machado for his important contributions and community service to the City of San Rafael.



A handwritten signature in blue ink that reads "Kate".

**Kate Colin
Mayor**


Agenda Item No: 6.a Marin Sanitary Service Rates for 2024 – Removed from Agenda



Agenda Item No: 6.b
Meeting Date: November 6, 2023

SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: City Clerk's Office

Prepared by: Lindsay Lara, City Clerk **City Manager Approval:** 

TOPIC: CITY COUNCIL MEETING COMMENCEMENT TIME

SUBJECT: INTRODUCTION OF AN ORDINANCE OF THE CITY OF SAN RAFAEL CITY COUNCIL AMENDING SECTION 2.04.010 OF THE SAN RAFAEL MUNICIPAL CODE CONCERNING REGULAR MEETINGS

RECOMMENDATION:
Waive further reading of the Ordinance and introduce an Ordinance of the City of San Rafael City Council Amending Section 2.04.010 of the San Rafael Municipal Code (SRMC) Concerning Regular Meetings and refer to it by title only.

BACKGROUND:
The City's Charter authorizes the City Council to establish, by ordinance, the time and place for its meetings. Section 2.04.010 of the SRMC presently provides that the Council's regular meetings shall be held on the first and third Mondays of each month, starting at 7:00 p.m.

ANALYSIS:
The attached ordinance would amend the SRMC section 2.04.010 to change the commencement time for regular City Council meetings from 7:00 p.m. to 6:00 p.m.

In recent years, the commencement time of many Board, Commission, and Committee (BCC) meetings has been changed from 7:00 p.m. to 6:00 p.m., and staff recommends changing the City Council regular meeting schedule time to 6:00 p.m. Often times City Council meetings can be conducted late into the evening, requiring our community members to stay at City Hall until as late as 11:00 p.m. to provide public comments on agenda items that are later on the agenda.

ATTACHMENTS:
1. Ordinance

FOR CITY CLERK ONLY

Council Meeting: _____

Disposition: _____

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF SAN RAFAEL CITY COUNCIL AMENDING SECTION 2.04.010 OF THE SAN RAFAEL MUNICIPAL CODE CONCERNING REGULAR MEETINGS

WHEREAS, as authorized by Article VII, Section 3 of the Charter of the City of San Rafael, the City Council has provided in San Rafael Municipal Code, Chapter 2.04, for the time and place of its meetings; and

WHEREAS, pursuant to San Rafael Municipal Code Section 2.04.010, regular meetings of the City Council currently convene on the first and third Mondays of the month at the hour of 7:00 p.m.; and

WHEREAS, the time of commencement of the meetings of the many Boards, Commissions and Committees have been changed to 6:00 p.m., and the City Council now finds that it would be in the best interests of the City for the City Council also to commence its regular meetings at 6:00 p.m., so as to facilitate the public's participation therein.

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

DIVISION 1. Section 2.04.10 of Chapter 2.04 of the Municipal Code of the City of San Rafael is hereby amended as follows (additions are shown in underline and deletions in strikethrough):

2.04.010 - Regular meetings.

The regular meetings of the council of the City of San Rafael, County of Marin, State of California, shall be held on the first and third Monday of each month at the regular place of meeting specified in this section. Where the first or third Monday falls upon ~~either New Year's Day, President's Day, Memorial Day, the Fourth of July, Labor Day, Veteran's Day or Christmas Day~~ a city holiday, the council shall meet on the Tuesday following the holiday. Regular meetings shall convene at the hour of ~~seven~~ six p.m. (~~7~~6:00 p.m.). The regular meetings may be adjourned from time to time as may be determined by the council for the purpose of completing the business and duties of the council, and may be adjourned to any other date and time.

All regular meetings of the council shall be held at the city hall situated on the northerly side of Fifth Avenue between C Street and E Street, and the meetings shall be held in the general assembly room in the building set apart for the meetings of the council.

DIVISION 2.

All former ordinances or parts thereof conflicting or inconsistent with the provisions of this Ordinance or the Codes hereby adopted are hereby repealed.

DIVISION 3.

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 4.

The City Council finds that adoption of 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.

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 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.

Within 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 6th day of November 2023, and was passed and adopted at a regular meeting of the San Rafael City Council on the 20th day of November 2023 by the following vote, to wit:

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

Kate Colin, Mayor

Attest:

LINDSAY LARA, City Clerk



**SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY
AGENDA REPORT**

Department: Finance Department

Prepared by: Paul Navazio, Finance Director

City Manager Approval: _____

A handwritten signature in blue ink, appearing to be 'CN', is written over the City Manager Approval line.

TOPIC: SUCCESSOR AGENCY QUARTERLY INVESTMENT REPORT

SUBJECT: ACCEPTANCE OF SUCCESSOR AGENCY QUARTERLY INVESTMENT REPORT
FOR THE QUARTER ENDING SEPTEMBER 30, 2023

RECOMMENDATION: Accept the investment report for the quarter ending September 30, 2023.

BACKGROUND:

Pursuant to the State of California Government Code Section 53601 and the City's investment policy, last approved by the City Council on [June 21, 2022](#), staff provides the governing body a quarterly report on the Successor Agency's investment activities and liquidity.

ANALYSIS:

The Successor Agency checking account had a balance of \$123,234 at quarter-end.

FISCAL IMPACT:

No financial impact occurs by adopting the report.

RECOMMENDED ACTION:

Accept investment report for the quarter ending September 30, 2023.

ATTACHMENT:

1. Successor Agency Cash & Investment Report April through September 30, 2023.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

TREASURER'S CERTIFICATION

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

Paul Navazio
Finance Director

SUCCESSOR AGENCY TO SAN RAFAEL REDEVELOPMENT AGENCY

CASH and INVESTMENTS

QUARTER ENDED 9/30/2023

ISSUER	PURCHASE TYPE	PURCHASE DATE	MATURITY DATE	YIELD	PURCHASE PRICE	PAR VALUE	MARKET VALUE	Days to Maturity	% OF TOTAL	AS OF
<u>CASH ACCOUNTS:</u>										
WESTAMERICA	DD	N/A	N/A		\$ 173,496.76	\$ 173,496.76	\$ 173,496.76	1	100.00%	4/30/2023
WESTAMERICA	DD	N/A	N/A		\$ 253,496.76	\$ 253,496.76	\$ 253,496.76	1	100.00%	5/31/2023
WESTAMERICA	DD	N/A	N/A		\$ 123,234.31	\$ 123,234.31	\$ 123,234.31	1	100.00%	6/30/2023
WESTAMERICA	DD	N/A	N/A		\$ 123,234.31	\$ 123,234.31	\$ 123,234.31	1	100.00%	9/30/2023
TOTAL INVESTMENTS					\$ -	\$ -	\$ -			
TOTAL CASH & INVESTMENTS - QUARTER-END BALANCE					\$ 123,234.31	\$ 123,234.31	\$ 123,234.31		100.00%	

% Portfolio held 1 year or less

100%

TYPE:

DD - Demand Deposit