



AGENDA

SAN RAFAEL CITY COUNCIL – MONDAY, OCTOBER 19, 2020

CORONAVIRUS (COVID-19) ADVISORY NOTICE

In response to Executive Order N-29-20, the City of San Rafael will no longer offer an in-person meeting location for the public to attend. This meeting will be streamed through YouTube Live at www.youtube.com/cityofsanrafael. Comments submitted via YouTube Live must be submitted according to the directions located on the YouTube video description. The City is not responsible for any interrupted service. To ensure the City Council receives your comments, submit written comments to the City Clerk prior to the meeting. For more information regarding real-time public comments, please visit our Live Commenting Pilot page at <https://www.cityofsanrafael.org/live-commenting-pilot/>.

Want to listen to the meeting and comment in real-time over the phone? Call the telephone number listed on this agenda and dial the Meeting ID when prompted. Feel free to contact the City Clerk's office at 415-485-3066 or by email to lindsay.lara@cityofsanrafael.org if you have any questions.

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

OPEN SESSION - (669) 900-9128 ID: 860-7415-1238# - 6:15 PM

1. Mayor Phillips announced Closed Session items.

CLOSED SESSION - (669) 900-9128 ID: 860-7415-1238# - 6:15 PM

2. Closed Session:
 - a. Conference with Legal Counsel—Anticipated Litigation
Government Code Section 54956.9(d)(2) and (e)(5): Significant Exposure to Litigation
(One potential case)

REGULAR MEETING AT 7:00 P.M.

Watch online: www.youtube.com/cityofsanrafael

Listen by phone: (669) 900-9128,

ID: 850-6400-3042#

CITY MANAGER'S REPORT:

3. City Manager's Report:

OPEN TIME FOR PUBLIC EXPRESSION – 7:00 PM

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.

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 City Council / Successor Agency Regular and Special Meetings of Monday, October 5, 2020 (CC)

Recommended Action – Approve minutes as submitted

b. **Board of Library Trustees Appointment**

Appointment of Cheryl Lentini to Fill One Unexpired Four-Year Term to the End of April 2023 on the Board of Library Trustees (CC)

Recommended Action – Approve Appointment

c. **City Quarterly Investment Report**

Acceptance of City of San Rafael Quarterly Investment Report for the Quarter Ending September 30, 2020 (Fin)

Recommended Action – Accept report

d. **MCSTOPPP Full Trash Capture Device Project**

Resolution Approving and Authorizing the City Manager to Execute a Professional Services Agreement with Schaaf & Wheeler Consulting Civil Engineers, Inc. for Design and Environmental Engineering Services Associated with the MCSTOPPP Full Trash Capture Device Project in an Amount Not to Exceed \$135,544 (PW)

Recommended Action – Adopt Resolution

e. **Public Safety Center Street Resurfacing Notice of Completion**

Accept Completion of the Public Safety Center Street Resurfacing Project (City Project No. 11377), and Authorize the City Clerk to File the Notice of Completion (PW)

Recommended Action – Accept completion and authorize City Clerk to file completion

SPECIAL PRESENTATION

5. Special Presentation:

- a. Presentation by PG&E Regarding Temporary Generation Substation Update

OTHER AGENDA ITEMS

6. Other Agenda Items:

- a. **General Plan 2040 / Downtown Precise Plan**

General Plan 2040 Progress Report #5 (CD)
Recommended Action – Accept report

b. Sea Level Rise Adaptation

Informational Report on Flood Risk & Sea Level Rise Adaptation Report and San Rafael Sea Level Rise Adaptation Technical Guidance Study Prepared for the San Rafael General Plan 2040 (CD/PW)

Recommended Action – Accept report

COUNCILMEMBER REPORTS / REQUESTS FOR FUTURE AGENDA ITEMS:

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

7. Councilmember Reports:

SAN RAFAEL SUCCESSOR AGENCY:

1. Consent Calendar:

a. Successor Agency Quarterly Investment Report

Acceptance of San Rafael Successor Agency Quarterly Investment Report for the Quarter Ending September 30, 2020 (Fin)

Recommended Action – Accept report

ADJOURNMENT:

Any records relating to an agenda item, received by a majority or more of the Council less than 72 hours before the meeting, shall be available for inspection online. Sign Language interpreters may be requested by calling (415) 485-3066 (voice), emailing Lindsay.lara@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.



MINUTES

SAN RAFAEL CITY COUNCIL – MONDAY, OCTOBER 5, 2020

CORONAVIRUS (COVID-19) ADVISORY NOTICE

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Present: Mayor Phillips
Vice Mayor Colin
Councilmember Bushey
Councilmember Gamblin
Councilmember McCullough

Absent: None

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

REGULAR MEETING AT 7:00 P.M.

Telephone: (669) 900-9128,

ID: 817-3692-0337#

Mayor Phillips called the meeting to order at 7:11 p.m. and invited City Clerk Lindsay Lara to call the roll. All members of the City Council were present.

City Clerk Lindsay Lara informed the community the meeting would be streamed live to YouTube and members of the public would provide public comment either on the telephone or through YouTube live chat. She explained the process for community participation through the telephone and on YouTube.

OPEN SESSION

1. None.

CLOSED SESSION

2. Closed Session: - None.

CITY MANAGER'S REPORT:

3. City Manager's Report:

City Manager Jim Schutz provided updates on the City budget, COVID-19 and the City's response, and Dia De Los Muertos online, month-long celebration.

OPEN TIME FOR PUBLIC EXPRESSION – 7:00 PM

Mayor Phillips invited public comment; however, there was none. City Clerk Lindsay Lara informed the City Council and community of a comment received by letter and published to the website with the agenda.

CONSENT CALENDAR:

Mayor Phillips invited public comment on the Consent Calendar; however, there was none

Councilmember McCullough moved and Councilmember Colin seconded to approve the Consent Calendar

4. Consent Calendar Items:

- a. **Approval of Minutes**

Approve Minutes of City Council / Successor Agency Regular Meeting of Monday, September 21, 2020 (CC)

Approved minutes as submitted

- b. **Downtown Precise Plan Consultant Agreement Amendment**

Resolution Authorizing the City Manager to Execute the First Amendment to the Agreement for Professional Planning Services with Opticos Design, Inc. for Preparation of the Downtown Precise Plan to Provide for Additional Services and Compensation Not to Exceed \$35,000 (CD)

Resolution 14859 - Resolution Authorizing the City Manager to Execute the First Amendment to the Agreement for Professional Planning Services with Opticos Design, Inc. for Preparation of the Downtown Precise Plan to Provide for Additional Services and Compensation Not to Exceed \$35,000

- c. **Information Technology Services Agreement Renewal**

Resolution Authorizing the City Manager to Execute a General Service Agreement with Addendum with Xantrion, Inc., for Information Technology Services from November 1, 2020 Through October 31, 2021 In an Amount Not to Exceed \$995,000 (DS)

Resolution 14860 - Resolution Authorizing the City Manager to Execute a General Service Agreement with Addendum with Xantrion, Inc., for Information Technology Services from November 1, 2020 Through October 31, 2021 In an Amount Not to Exceed \$995,000

- d. **Proclamation Appreciating Josh Libresco**
Accept Proclamation of Appreciation to Josh Libresco for His Service to the Board of Library Trustees (LR)
Received and Filed Proclamation

- e. **Essential Facilities Construction Project – Public Safety Center**
Accept Completion of the Essential Facilities Construction Project – Public Safety Center (City Project No. 11291), and Authorize the City Clerk to File the Notice of Completion (PW)
Accepted Completion and Authorized the City Clerk to File

AYES: Councilmembers: Bushey, Colin, Gamblin, McCullough & Mayor Phillips
 NOES: Councilmembers: None
 ABSENT: Councilmembers: None

SPECIAL PRESENTATION:

5. Special Presentation:

- a. Presentation by Canal Policy Working Group

Omar Carrera, Canal Alliance, Chandra Alexandre, Community Action Marin and Stephanie Haffner, Legal Aid Marin shared their thoughts, perspectives and recommendations on the Canal community, current economy and equity issues

Presenters responded to comments and questions from councilmembers

Mayor Phillips invited public comment; however, there was none

Presenters responded to comments and questions from councilmembers

OTHER AGENDA ITEMS

6. Other Agenda Items:

- a. **Affordable Housing Trust Fund Allocations**
Resolutions Approving the Use of Housing Trust Funds for Affordable Housing Developments in an Amount Not to Exceed \$1,550,000, and Authorizing the City Manager to Execute Appropriate Funding Agreements and Related Documents (CD)
 - i. **Resolution Approving a Housing Trust Grant to Homeward Bound of Marin for the Affordable Housing Development at 190 Mill Street in an Amount Not to Exceed \$750,000, and Authorizing the City Manager to Execute a Grant Agreement and All Related Documents that May Be Required By Other Sources of Financing for the Project**

ii. Resolution Approving a Housing Trust Loan to Eden Housing for the Affordable Housing Development at 999 Third Street in an Amount Not to Exceed \$800,000, and Authorizing the City Manager to Execute Loan Documents and All Related Documents that May Be Required by Other Sources of Financing for the Project

Ethan Guy, Principal Analyst presented the Staff Report

Staff responded to questions from Councilmembers

Mayor Phillips invited public comment; however, there was none

Councilmembers provided comments

Councilmember Gamblin moved and Councilmember Colin seconded to adopt the resolution

AYES: Councilmembers: Bushey, Colin, Gamblin, McCullough & Mayor Phillips
NOES: Councilmembers: None
ABSENT: Councilmembers: None

Resolution 14861 - Resolution Approving a Housing Trust Grant to Homeward Bound of Marin for the Affordable Housing Development at 190 Mill Street in an Amount Not to Exceed \$750,000, and Authorizing the City Manager to Execute a Grant Agreement and All Related Documents that May Be Required by Other Sources of Financing for the Project

Councilmember Gamblin moved and Councilmember Colin seconded to adopt the resolution

AYES: Councilmembers: Bushey, Colin, Gamblin, McCullough & Mayor Phillips
NOES: Councilmembers: None
ABSENT: Councilmembers: None

Resolution 14862 - Resolution Approving a Housing Trust Loan to Eden Housing for the Affordable Housing Development at 999 Third Street in an Amount Not to Exceed \$800,000, and Authorizing the City Manager to Execute Loan Documents and All Related Documents that May Be Required by Other Sources of Financing for the Project

b. [Southern Heights Bridge Replacement](#)

Resolution Awarding and Authorizing the City Manager to Execute a Construction Agreement for the Southern Heights Bridge Replacement Project, City Project No. 11282, to Disney Construction, Inc., In the Amount of \$2,733,333, and Authorizing Contingency Funds In the Amount of \$466,667, for a Total Appropriated Amount of \$3,200,000. Reimbursable Bridge-related Work will be Funded Utilizing \$3,110,000 of Caltrans Highway Bridge Program Grant Funds with \$90,000 of other Funds for the Remaining Balance (PW)

Bill Guerin, Public Works Director introduced Hunter Young, Assistant Public Works Director who presented the staff report

Councilmembers provided comments

Mayor Phillips invited public comment; however, there was none

Councilmember Colin moved and Councilmember McCullough seconded to adopt the resolution

AYES: Councilmembers: Bushey, Colin, Gamblin, McCullough & Mayor Phillips
NOES: Councilmembers: None
ABSENT: Councilmembers: None

Resolution 14863 - Resolution Awarding and Authorizing the City Manager to Execute a Construction Agreement for the Southern Heights Bridge Replacement Project, City Project No. 11282, to Disney Construction, Inc., In the Amount of \$2,733,333, and Authorizing Contingency Funds In the Amount of \$466,667, for a Total Appropriated Amount of \$3,200,000. Reimbursable Bridge-related Work will be Funded Utilizing \$3,110,000 of Caltrans Highway Bridge Program Grant Funds with \$90,000 of other Funds for the Remaining Balance

COUNCILMEMBER REPORTS / REQUESTS FOR FUTURE AGENDA ITEMS:

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

7. Councilmember Reports:

- Councilmember Gamblin reported on a meeting with Senator McGuire regarding concerns with the State properties and potential fire risks with encampments growing during COVID-19
- Mayor Phillips provided updates on the opening ceremony of the Public Safety Center, the State of the City and Measure R

SAN RAFAEL SUCCESSOR AGENCY:

1. Consent Calendar: - None.

ADJOURNMENT:

Mayor Phillips adjourned the meeting at 8:15 p.m.

LINDSAY LARA, City Clerk

APPROVED THIS ____ DAY OF _____, 2020

GARY O. PHILLIPS, Mayor

AGENDA



**SAN RAFAEL CITY COUNCIL SPECIAL STUDY SESSION
MONDAY, OCTOBER 5, 2020 AT 6:00 P.M.**

Link: <https://tinyurl.com/study-session-2020-10-05>

Telephone: (669) 900-9128,

ID: 947-6310-7188#

Present: Mayor Phillips
Vice Mayor Colin
Councilmember Bushey
Councilmember Gamblin
Councilmember McCullough

Absent: None

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

Mayor Phillips called the meeting to order at 6:04 p.m.

1. Discussion Regarding Opportunity Zones and Eviction Assistance (CD)

Ethan Guy, Principal Analyst, presented the staff report and staff responded to questions from the City Council

Mayor Phillips invited public comment

Speakers: Judith, Grace, Omar Carrera, Canal Alliance

Staff responded to questions from the public and councilmembers provided feedback and directed staff to prioritize work on potential renter relocation assistance for renters with the Opportunity Zone and return with a report detailing potential preemption of the Opportunity Zone designation as well as the impact of potential renter assistance for the Opportunity Zone on project feasibility including a description of the properties that may be affected by these proposed changes.

ADJOURNMENT:

Mayor Phillips adjourned the meeting at 7:02

LINDSAY LARA, City Clerk

APPROVED THIS ____ DAY OF _____, 2020

GARY O. PHILLIPS, Mayor



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: City Clerk's Office

Prepared by: Lindsay Lara, City Clerk

City Manager Approval: _____

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

TOPIC: BOARD OF LIBRARY TRUSTEES APPOINTMENT

SUBJECT: APPOINTMENT OF CHERYL LENTINI TO FILL ONE UNEXPIRED FOUR-YEAR TERM TO THE END OF APRIL 2023 ON THE BOARD OF LIBRARY TRUSTEES

RECOMMENDATION

It is recommended to appoint Cheryl Lentini as Member on the Board of Library Trustees to the end of April 2023.

BACKGROUND

The Board of Library Trustees is an advisory board that meets monthly with responsibility to provide support for the Library Director, support the Library Foundation in its quest for a new library, serve as advocates for the Library to the City Council, and help increase the visibility of the Library in the community. [Meetings](#) are typically held on the second Tuesday of each month at 6:00 p.m. at the Downtown San Rafael Library, Library Meeting Room, San Rafael, California 94901; however, meetings are being held virtually due to the pandemic.

ANALYSIS

On June 29, 2020, the City Council interviewed Cheryl Lentini, among other applicants, for the Board of Library Trustees and ultimately appointed another applicant to the term. The Council was also impressed and supportive of Cheryl Lentini's application and appointed her at a later date to fill the unexpired term of the Alternate Member. On October 1, 2020, the City Clerk's office received a resignation from member Josh Libresco whose term was set to expire at the end of April 2023. Based on the City Council's recent interview and appointment of Cheryl Lentini, staff recommends the appointment of Cheryl Lentini to fill the position.

FISCAL IMPACT

There is no fiscal impact associated with this action.

RECOMMENDED ACTION

It is recommended to appoint Cheryl Lentini as Member on the Board of Library Trustees to the end of April 2023.

ATTACHMENTS

1. Application – Cheryl Lentini
2. Municipal Code Excerpt 2.16.030

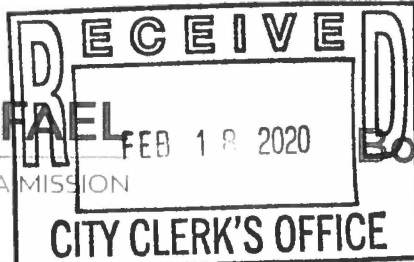
FOR CITY CLERK ONLY

Council Meeting:

Disposition:



SAN RAFAEL
THE CITY WITH A MISSION



City of San Rafael
Board of Library Trustees

Boards and Commissions Application

Applicant Information

Full Name: CHERYL A. LENTINI

*Address: [REDACTED]

Street Address	Apartment/Unit #
<u>SAN RAFAEL</u>	<u>94901</u>
City	State ZIP Code
	<u>CA 94901</u>

*Phone: [REDACTED] *Email [REDACTED]

Resident of San Rafael for 20 years.

Employer: SELF EMPLOYED

Occupation: ARCHITECT

Business Address: SAME AS ABOVE

Street Address	Apartment/Unit #
City	State ZIP Code

Education

B. ARCHITECTURE UNIVERSITY OF NOTRE DAME

Supplemental Questions

Participation in the following civic activities:

MEMBER - LIBRARY FOUNDATION BOARD

PAST MEMBER - SAN RAFAEL DESIGN REVIEW BOARD

MEMBER - FRANK LLOYD WRIGHT CIVIC CENTER CONSERVANCY

DAY LEADER - HAWKWATCH - GOLDEN GATE RAPTOR OBSERVATORY

Member of the following civic organizations:

My reasons for wanting to serve are:

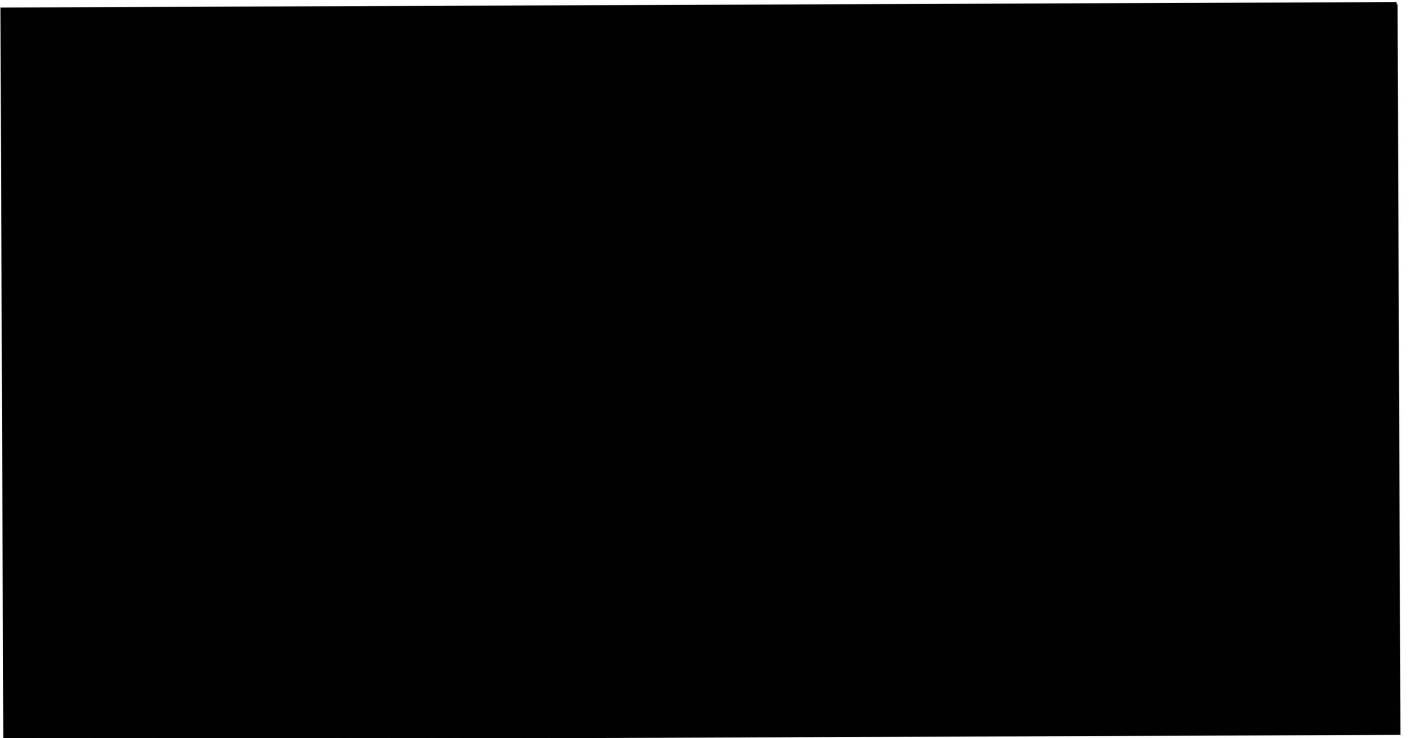
LIBRARIES ARE A VITAL PART OF THE COMMUNITY & I WANT TO SEE OUR LIBRARY CONTINUE TO BE A CRITICAL RESOURCE TO OUR RESIDENTS FOR MANY MORE GENERATIONS.

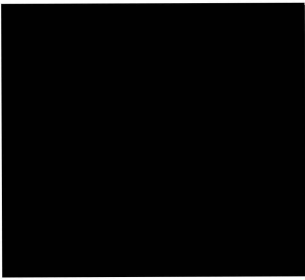
Describe possible areas in which you may have a conflict of interest with the City:

NONE

Demographics (Optional)

The demographic information you choose to provide is **VOLUNTARY** and **OPTIONAL** and refusal to provide it will not subject you to any adverse treatment. This information will be considered confidential, kept separate from your application and will not be used for evaluating applications or making appointments. The City of San Rafael will use this information solely to conduct research and compile statistical reports regarding the composition of its Board and Commission applicants.





Signature

Signature: Cheryl Alentinis

Date: 02-04-2020

Filing Deadline:

Date: Tuesday, February 25, 2020
Time: 5:00 p.m.

Mail or deliver to:

City of San Rafael, Dept. of City Clerk
City Hall, 1400 Fifth Avenue, Room 209
San Rafael, CA 94903

*Information kept confidential, to the extent permitted by law.

SAN RAFAEL CHARTER

ARTICLE IX Public Library, Section 1. BOARD OF LIBRARY TRUSTEES.

There shall be a board of *library* trustees to be appointed by the council, the exact number of which shall be set by ordinance or resolution of the council, one of whom may be a councilman. The members of the board shall serve for a term of four years and shall be subject to removal by the affirmative vote of three members of the council. The terms of office of members of the board shall be staggered in the manner provided by resolution of the council. The board of *library* trustees shall exercise such powers and perform such duties as may be prescribed or conferred in this charter or by the ordinances of the city. (Assembly Concurrent Resolution No. 121, August 20, 1973: Senate Concurrent Resolution No. 46, May 31, 1967.)

2.16.030 Board of library trustees.

A board of library trustees is created. (Ord. 889 § 6, 1967)

2.16.031 Trustee membership--Compensation.

The board of library trustees shall consist of five members appointed by the city council, one of whom may be a councilman. All members shall serve without compensation. (Ord. 889 § 7 (part), 1967)

2.16.032 Trustee term of office and removal.

The members of the board of library trustees shall serve for a term of four years and shall be subject to removal by the affirmative vote of three members of the city council. The terms of office of members of the board of library trustees shall be staggered in the manner provided by resolution of the city council. (Ord. 889 § 7 (part), 1967)

2.16.033 Trustee powers and duties.

Subject to the direction and control of the city council, as provided in Section 2.04.030 of this code, the powers and duties of the board of library trustees shall be:

To assess and evaluate current and long-range needs of the library; to formulate and adopt policies, rules and regulations with respect to programs and facilities to meet such needs of the community, including recommendations for sites and design of facilities. Such formulations and adoptions shall be made in conjunction with recommendations of the librarian;

To review, comment and make recommendations regarding the annual operating budget of the library;

To receive, and review periodic reports from the librarian concerning the general operations and functions of the library;

To recommend ways to inform the citizens of San Rafael as to the various programs, services, and assistance which the library affords all citizens;

To promote intergovernmental cooperation in the development of library services, patronage and usage;

To perform such other duties as may be prescribed by the city council.
(Ord. 1131 § 3, 1974: Ord. 889 § 7 (part), 1967).



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Finance Department

Prepared by: Nadine Atieh Hade
Finance Director

City Manager Approval: _____

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

TOPIC: QUARTERLY INVESTMENT REPORT

SUBJECT: ACCEPTANCE OF CITY OF SAN RAFAEL QUARTERLY INVESTMENT REPORT FOR THE QUARTER ENDING SEPTEMBER 30, 2020

RECOMMENDATION: Accept investment report for the quarter ending September 30, 2020, as presented.

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 15, 2020](#), staff provides the City Council 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 its investment advisor, Insight Investment.

In addition to operational funds the City manages, the City is also directing the investment of funds held by a Trustee for the Essential Public Safety Facilities. As of September 30, 2020, the balance was \$10,943,332 and the portfolio had a yield of 0.27 percent.

ANALYSIS: As of September 30, 2020, the primary LAIF account had a balance of \$22,310,493. The other LAIF account holding housing funds for future administrative expenses contained \$154,201. Portfolio returns on LAIF deposits were 0.68% for the quarter ending September 30, 2020. The remaining investment assets included the \$1,239,200 balance of Pt. San Pedro Assessment District bonds, and \$20,783,413 in government agency securities and corporate bonds (including Bank of America, Wells Fargo, Walt Disney, JP Morgan Chase, American Express, US Bancorp, Citibank, Pfizer Inc., Caterpillar Inc., Walmart Inc., Apple Inc., and PNC Bank). The overall total portfolio returns for the quarter ended September 30, 2020 were 1.31%.

The City's Westamerica general operating bank account had a balance of \$5,268,223 at quarter end.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

Exhibit A is composed of four parts: (1) Quarterly Investment Portfolio Report; (2) Historical Activity By Quarter summarizing the City's investments; (3) the three monthly investment reports from Insight Investment for the quarter; and (4) the two CAMP Lease Revenue Bonds Series 2018 Project Fund Account 7023-001 and Capitalized Interest Account 7023-002 for the month ending September 2020.

FISCAL IMPACT: No financial impact occurs by adopting the report. The City continues to meet the priority principles of investing - safety, liquidity and yield in respective order. The portfolio remains conservatively invested. 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.

RECOMMENDATION: Accept investment report for the quarter ending September 30, 2020, as presented.

ATTACHMENTS:

Exhibit A:

1. Quarterly Investment Portfolio Report
2. Historical Activity by Quarter Report
3. Insight Investment Statements, July through September 2020
4. CAMP Lease Revenue Bonds Series 2018 Project Fund & Capitalize Interest Statements for the Month Ending September 30, 2020

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.

NADINE ATIEH HADE
FINANCE DIRECTOR

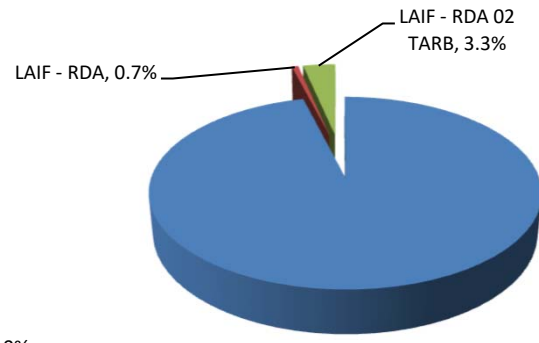
City of Rafael

Quarterly Investment Portfolio Report

September 30, 2020

Internally Managed Assets

			%	Return
LAIF	\$	22,310,493	96.0%	0.68%
LAIF - RDA	\$	154,201	0.7%	0.68%
LAIF - RDA 02 TARB	\$	765,148	3.3%	0.68%
Total Internally Managed	\$	23,229,841	51.3%	



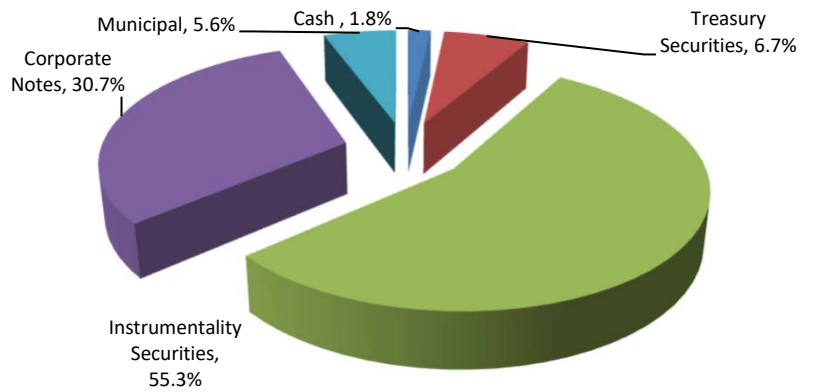
Weighted Average Yield **0.68%**

Effective Average Duration - Internal 1
 Weighted Average Maturity - Internal 1

LAIF, 96.0%

Externally Managed Assets

			%	Return
Cash	\$	387,991	1.8%	0.00%
Treasury Securities	\$	1,470,457	6.7%	1.54%
Instrumentality Securities	\$	12,173,214	55.3%	1.70%
Corporate Notes	\$	6,751,751	30.7%	2.06%
Municipal	\$	1,239,200	5.6%	5.25%
Total Externally Managed	\$	22,022,613	48.7%	

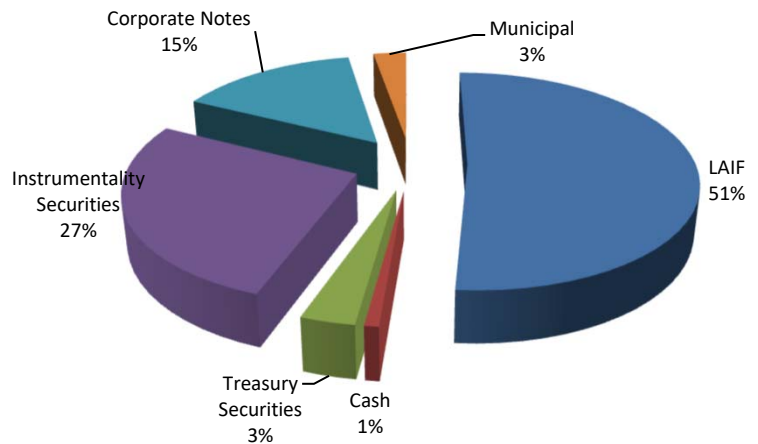


Weighted Average Yield **1.97%**

Effective Average Duration - External 1.91
 Weighted Average Maturity - External 2.22

Total Portfolio Assets

			%	Return
LAIF	\$	23,229,841	51.3%	0.68%
Cash	\$	387,991	0.9%	0.00%
Treasury Securities	\$	1,470,457	3.2%	1.54%
Instrumentality Securities	\$	12,173,214	26.9%	1.70%
Corporate Notes	\$	6,751,751	14.9%	2.06%
Municipal	\$	1,239,200	2.7%	5.25%
Total Portfolio Assets	\$	45,252,454		



Weighted Average Yield **1.31%**

Effective Average Duration - Total 0.93
 Weighted Average Maturity - Total 1.08

Based on Market Values

City of San Rafael

Historical Activity-By Quarter

	September 30, 2020			June 30, 2020			March 31, 2020			December 31, 2019			September 30, 2019			June 30, 2019		
Internally Managed Assets	\$	%	Return	\$	%	Return	\$	%	Return	\$	%	Return	\$	%	Return	\$	%	Return
LAIF	\$ 23,075,641	99.3%	0.68%	\$ 32,962,961	99.5%	1.22%	\$ 22,847,933	99.3%	1.78%	\$ 22,767,096	99.3%	2.04%	\$ 12,680,946	98.8%	2.28%	\$ 17,597,984	99.2%	2.43%
LAIF - Housing	\$ 154,201	0.7%	0.68%	\$ 153,640	0.5%	1.22%	\$ 152,871	0.7%	1.78%	\$ 151,998	0.7%	2.04%	\$ 151,067	1.2%	2.28%	\$ 150,108	0.8%	2.43%
Total Internally Managed	\$ 23,229,842	51.3%		\$ 33,116,601	57.4%		\$ 23,000,804	48.6%		\$ 22,919,094	49.0%		\$ 12,832,013	34.9%		\$ 17,748,092	42.8%	
Weighted Average Yield			0.68%			1.22%			1.78%			2.04%			2.28%			2.43%
Externally Managed Assets		%	Return		%	Return		%	Return		%	Return		%	Return		%	Return
Cash	\$ 387,991	31.3%	0.00%	\$ 1,784,838	135.7%	0.00%	\$ 57,810	4.4%	0.00%	\$ 39,382	3.0%	0.00%	\$ -	0.0%	0.00%	\$ 52,950	3.8%	0.00%
Treasury Securities	\$ 1,470,457	6.7%	1.54%	\$ 2,476,872	10.1%	1.49%	\$ 3,083,104	12.7%	1.54%	\$ 3,010,993	12.6%	1.55%	\$ 4,569,064	19.1%	1.47%	\$ 4,064,551	17.1%	1.64%
Instrumentality Securities	\$ 12,173,214	55.3%	1.70%	\$ 12,218,650	49.8%	1.80%	\$ 13,227,918	54.4%	1.81%	\$ 13,379,064	56.0%	1.80%	\$ 15,010,194	62.8%	1.83%	\$ 14,234,066	60.0%	1.68%
Corporate Notes	\$ 6,751,751	30.7%	2.06%	\$ 6,749,718	27.5%	2.23%	\$ 6,636,962	27.3%	2.23%	\$ 6,157,409	25.8%	2.25%	\$ 2,994,607	12.5%	2.51%	\$ 3,988,410	16.8%	2.68%
Municipal/Assessment District	\$ 1,239,200	5.6%	5.25%	\$ 1,315,100	5.4%	5.25%	\$ 1,315,100	5.4%	5.25%	\$ 1,315,100	5.5%	5.25%	\$ 1,315,100	5.5%	5.25%	\$ 1,387,200	5.8%	5.25%
Total Externally Managed	\$ 22,022,613	48.7%		\$ 24,545,178	42.6%		\$ 24,320,894	51.4%		\$ 23,901,948	51.0%		\$ 23,888,965	65.1%		\$ 23,727,176	57.2%	
Weighted Average Yield			1.97%			1.94%			2.07%			2.07%			2.03%			2.05%
			Years			Years			Years			Years			Years			Years
Effective Average Duration - External			1.91			1.83			2.07			2.10			1.86			1.34
Weighted Average Maturity - External			2.22			2.07			2.32			2.39			2.13			1.60
Total Portfolio Assets		%	Return		%	Return		%	Return		%	Return		%	Return		%	Return
LAIF	\$ 23,229,842	51.3%	0.68%	\$ 33,116,601	57.4%	1.22%	\$ 23,000,804	48.6%	1.78%	\$ 22,919,094	49.0%	2.04%	\$ 12,832,013	34.9%	2.28%	\$ 17,748,092	42.8%	2.43%
Cash	\$ 387,991	0.9%	0.00%	\$ 1,784,838	3.1%	0.00%	\$ 57,810	0.1%	0.00%	\$ 39,382	0.1%	0.00%	\$ -	0.0%	0.00%	\$ 52,950	0.1%	0.00%
Treasury Securities	\$ 1,470,457	3.2%	1.54%	\$ 2,476,872	4.3%	1.49%	\$ 3,083,104	6.5%	1.54%	\$ 3,010,993	6.4%	1.55%	\$ 4,569,064	12.4%	1.47%	\$ 4,064,551	9.8%	1.64%
Instrumentality Securities	\$ 12,173,214	26.9%	1.70%	\$ 12,218,650	21.2%	1.80%	\$ 13,227,918	28.0%	1.81%	\$ 13,379,064	28.6%	1.80%	\$ 15,010,194	40.9%	1.83%	\$ 14,234,066	34.3%	1.68%
Corporate Notes	\$ 6,751,751	14.9%	2.06%	\$ 6,749,718	11.7%	2.23%	\$ 6,636,962	14.0%	2.23%	\$ 6,157,409	13.2%	2.25%	\$ 2,994,607	8.2%	2.51%	\$ 3,988,410	9.6%	2.68%
Municipal/Assessment District	\$ 1,239,200	2.7%	5.25%	\$ 1,315,100	2.3%	5.25%	\$ 1,315,100	2.8%	5.25%	\$ 1,315,100	2.8%	5.25%	\$ 1,315,100	3.6%	5.25%	\$ 1,387,200	3.3%	5.25%
Total Portfolio Assets	\$ 45,252,454			\$ 57,661,778			\$ 47,321,697			\$ 46,821,041			\$ 36,720,977			\$ 41,475,267		
Weighted Average Yield			1.31%			1.53%			1.93%			2.06%			2.12%			2.21%
			Years			Years			Years			Years			Years			Years
Effective Average Duration - Total			0.93			0.78			1.07			1.07			1.21			0.77
Weighted Average Maturity - Total			1.08			0.88			1.19			1.22			1.39			0.92

Performance Recap

- The weighted average quarterly portfolio yield decreased from 1.53% to 1.31% during the past quarter. The yield has decreased over the past year, from 2.12% in the quarter ended September 30, 2019 to 1.31% in the most recent quarter. This trend is reflective of the general decrease in interest rates that occurred throughout the year.
- The effective average duration increased, from 0.78 to 0.93 years since last quarter due to a decrease in LAIF assets.
- The total portfolio assets decreased by approximately \$12.4 million during the quarter. This is due to the draw down of funds to support operations.

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SAN RAFAEL

July 2020



SECURITIES HELD

SAN RAFAEL

As of July 31, 2020

Cusip	Description	Coupon	Maturity	Par value or shares	Historical cost	Trade date	Purchase yield	% Portfolio hist cost
Cash and Cash Equivalents								
	Cash and Cash Equivalents			2,812,750.68	2,812,750.68			11.63
Total Cash and Cash Equivalents				2,812,750.68	2,812,750.68			11.63
Corporate Bonds								
06051GFT1	BANK OF AMERICA CORP - BOA	2.625	10/19/2020	500,000.00	504,515.00	03/11/2020	1.11	2.09
94974BFR6	WELLS FARGO AND CO	3.000	01/22/2021	500,000.00	501,180.00	03/18/2020	2.71	2.07
254687CK0	WALT DISNEY CO	4.500	02/15/2021	500,000.00	515,190.00	12/17/2019	1.83	2.13
46625HQJ2	JP MORGAN CHASE & CO	2.550	03/01/2021	500,000.00	494,725.00	01/25/2019	3.08	2.05
0258M0EB1	AMERICAN EXPRESS CREDIT CORP	2.250	05/05/2021	550,000.00	552,667.50	12/17/2019	1.89	2.29
91159HHA1	US BANCORP/MN	4.125	05/24/2021	500,000.00	514,880.00	12/18/2019	1.98	2.13
17325FAQ1	CITIBANK NA - CITIBANK	3.400	07/23/2021	500,000.00	507,030.00	05/29/2019	2.72	2.10
717081DZ3	PFIZER INC	2.200	12/15/2021	500,000.00	503,615.00	12/17/2019	1.83	2.08
149123BX8	CATERPILLAR INC	2.600	06/26/2022	500,000.00	500,300.00	05/16/2019	2.58	2.07
931142DH3	WAL-MART STORES INC	2.550	04/11/2023	500,000.00	509,155.00	09/17/2019	2.01	2.11
037833AK6	APPLE INC	2.400	05/03/2023	500,000.00	506,880.00	09/17/2019	2.00	2.10
693475AV7	PNC FINANCIAL SERVICES GROUP I	3.500	01/23/2024	500,000.00	523,455.00	07/26/2019	2.39	2.16
06051GHF9	BANK OF AMERICA CORP - BOA	3.550	03/05/2024	500,000.00	535,525.00	07/17/2020	0.81	2.21
Total Corporate Bonds				6,550,000.00	6,669,117.50		2.06	27.57
Government Agencies								
3133EHVX8	FEDERAL FARM CREDIT BANKS FUNDING CORP	1.500	08/24/2020	1,000,000.00	999,190.00	09/12/2017	1.53	4.13
3135G0RM7	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.630	10/30/2020	1,000,000.00	1,003,410.00	08/31/2017	1.52	4.15
3133EJ4Q9	FEDERAL FARM CREDIT BANKS FUNDING CORP	2.550	01/11/2021	500,000.00	499,100.00	01/25/2019	2.64	2.06
313373ZY1	FEDERAL HOME LOAN BANKS	3.625	06/11/2021	1,000,000.00	1,024,040.00	03/07/2019	2.52	4.23
313378JP7	FEDERAL HOME LOAN BANKS	2.375	09/10/2021	600,000.00	602,430.00	05/15/2019	2.19	2.49
3135G0Q89	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.375	10/07/2021	1,100,000.00	1,099,318.00	02/10/2020	1.41	4.55
3137EADB2	FEDERAL HOME LOAN MORTGAGE COR	2.375	01/13/2022	1,650,000.00	1,676,634.30	09/30/2019	1.65	6.93
313378WG2	FEDERAL HOME LOAN BANKS	2.500	03/11/2022	1,000,000.00	1,016,330.00	06/13/2019	1.89	4.20
3135G0T78	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.000	10/05/2022	600,000.00	601,716.00	07/09/2019	1.91	2.49
3130A3KM5	FEDERAL HOME LOAN BANKS	2.500	12/09/2022	1,000,000.00	1,021,240.00	07/01/2019	1.86	4.22
3135G0U43	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.875	09/12/2023	1,000,000.00	1,047,553.22	09/24/2019	1.63	4.33
3135G0V34	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.500	02/05/2024	600,000.00	621,262.80	10/21/2019	1.64	2.57
3135G0V75	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.750	07/02/2024	750,000.00	753,426.75	11/04/2019	1.65	3.12
Total Government Agencies				11,800,000.00	11,965,651.07		1.80	49.47
Government Bonds								
912828M80	UNITED STATES TREASURY NOTE/BOND	2.000	11/30/2022	750,000.00	762,072.83	01/27/2020	1.42	3.15
912828U57	UNITED STATES TREASURY NOTE/BOND	2.125	11/30/2023	650,000.00	661,529.52	10/28/2019	1.67	2.74

SECURITIES HELD

As of July 31, 2020

Cusip	Description	Coupon	Maturity	Par value or shares	Historical cost	Trade date	Purchase yield	% Portfolio hist cost
Total Government Bonds				1,400,000.00	1,423,602.35		1.54	5.89
Municipal/Provincial Bonds								
888599LS4		5.250	09/02/2032	1,315,100.00	1,315,100.00	03/01/2014	5.25	5.44
Total Municipal/Provincial Bonds				1,315,100.00	1,315,100.00		5.25	5.44
Grand Total				23,877,850.68	24,186,221.60		1.83	100.00

ADDITIONAL INFORMATION

As of July 31, 2020

Past performance is not a guide to future performance. The value of investments and any income from them will fluctuate and is not guaranteed (this may partly be due to exchange rate changes) and investors may not get back the amount invested. Transactions in foreign securities may be executed and settled in local markets. Performance comparisons will be affected by changes in interest rates. Investment returns fluctuate due to changes in market conditions. Investment involves risk, including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. The information contained herein is for your reference only and is being provided in response to your specific request and has been obtained from sources believed to be reliable; however, no representation is made regarding its accuracy or completeness. This document must not be used for the purpose of an offer or solicitation in any jurisdiction or in any circumstances in which such offer or solicitation is unlawful or otherwise not permitted. This document should not be duplicated, amended, or forwarded to a third party without consent from Insight. This is a marketing document intended for professional clients only and should not be made available to or relied upon by retail clients.

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Where indicated, performance numbers used in the analysis are gross returns. The performance reflects the reinvestment of all dividends and income. INA charges management fees on all portfolios managed and these fees will reduce the returns on the portfolios. For example, assume that \$30 million is invested in an account with INA, and this account achieves a 5.0% annual return compounded monthly, gross of fees, for a period of five years. At the end of five years that account would have grown to \$38,500,760 before the deduction of management fees. Assuming management fees of 0.25% per year are deducted monthly from the account, the value at the end of the five year period would be \$38,022,447. Actual fees for new accounts are dependent on size and subject to negotiation. INA's investment advisory fees are discussed in Part 2A of its Form ADV.

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In calculating ratings distributions and weighted average portfolio quality, Insight assigns U.S Treasury and U.S agency securities a quality rating based on the methodology used within the respective benchmark index. When Moody's, S&P and Fitch rate a security, Bank of America and Merrill Lynch indexes assign a simple weighted average statistic while Barclays indexes assign the median statistic. Insight assigns all other securities the lower of Moody's and S&P ratings.

Information about the indices shown here is provided to allow for comparison of the performance of the strategy to that of certain well-known and widely recognized indices. There is no representation that such index is an appropriate benchmark for such comparison. You cannot invest directly in an index and the indices represented do not take into account trading commissions and/or other brokerage or custodial costs. The volatility of the indices may be materially different from that of the strategy. In addition, the strategy's holdings may differ substantially from the securities that comprise the indices shown.

The BofA Merrill Lynch 3 Mo US T-Bill index is an unmanaged market index of U.S. Treasury securities maturing in 90 days that assumes reinvestment of all income.

The BofA Merrill Lynch 6 Mo US T-Bill index measures the performance of Treasury bills with time to maturity of less than 6 months.

The BofA Merrill Lynch Current 1-Year US Treasury Index is a one-security index comprised of the most recently issued 1-year US Treasury note. The index is rebalanced monthly. In order to qualify for inclusion, a 1-year note must be auctioned on or before the third business day before the last business day of the month.

The BofA Merrill Lynch Current 3-Year US Treasury Index is a one-security index comprised of the most recently issued 3-year US Treasury note. The index is rebalanced monthly. In order to qualify for inclusion, a 3-year note must be auctioned on or before the third business day before the last business day of the month.

The BofA Merrill Lynch Current 5-Year US Treasury Index is a one-security index comprised of the most recently issued 5-year US Treasury note. The index is rebalanced monthly. In order to qualify for inclusion, a 5-year note must be auctioned on or before the third business day before the last business day of the month.

The BofA Merrill Lynch 1-3 US Year Treasury Index is an unmanaged index that tracks the performance of the direct sovereign debt of the U.S. Government having a maturity of at least one year and less than three years.

The BofA Merrill Lynch 1-5 US Year Treasury Index is an unmanaged index that tracks the performance of the direct sovereign debt of the U.S. Government having a maturity of at least one year and less than five years.

ADDITIONAL INFORMATION

SAN RAFAEL

As of July 31, 2020

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SAN RAFAEL

August 2020



SECURITIES HELD

SAN RAFAEL

As of August 31, 2020

Cusip	Description	Coupon	Maturity	Par value or shares	Historical cost	Trade date	Purchase yield	% Portfolio hist cost
Cash and Cash Equivalents								
	Cash and Cash Equivalents			338,864.61	338,864.61			1.56
Total Cash and Cash Equivalents				338,864.61	338,864.61			1.56
Corporate Bonds								
06051GFT1	BANK OF AMERICA CORP - BOA	2.625	10/19/2020	500,000.00	504,515.00	03/11/2020	1.11	2.32
94974BFR6	WELLS FARGO AND CO	3.000	01/22/2021	500,000.00	501,180.00	03/18/2020	2.71	2.31
254687CK0	WALT DISNEY CO	4.500	02/15/2021	500,000.00	515,190.00	12/17/2019	1.83	2.37
46625HQJ2	JP MORGAN CHASE & CO	2.550	03/01/2021	500,000.00	494,725.00	01/25/2019	3.08	2.28
0258M0EB1	AMERICAN EXPRESS CREDIT CORP	2.250	05/05/2021	550,000.00	552,667.50	12/17/2019	1.89	2.55
91159HHA1	US BANCORP/MN	4.125	05/24/2021	500,000.00	514,880.00	12/18/2019	1.98	2.37
17325FAQ1	CITIBANK NA - CITIBANK	3.400	07/23/2021	500,000.00	507,030.00	05/29/2019	2.72	2.34
717081DZ3	PFIZER INC	2.200	12/15/2021	500,000.00	503,615.00	12/17/2019	1.83	2.32
149123BX8	CATERPILLAR INC	2.600	06/26/2022	500,000.00	500,300.00	05/16/2019	2.58	2.30
931142DH3	WAL-MART STORES INC	2.550	04/11/2023	500,000.00	509,155.00	09/17/2019	2.01	2.34
037833AK6	APPLE INC	2.400	05/03/2023	500,000.00	506,880.00	09/17/2019	2.00	2.33
693475AV7	PNC FINANCIAL SERVICES GROUP I	3.500	01/23/2024	500,000.00	523,455.00	07/26/2019	2.39	2.41
06051GHF9	BANK OF AMERICA CORP - BOA	3.550	03/05/2024	500,000.00	535,525.00	07/17/2020	0.81	2.47
Total Corporate Bonds				6,550,000.00	6,669,117.50		2.06	30.71
Government Agencies								
3135G0RM7	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.630	10/30/2020	1,000,000.00	1,003,410.00	08/31/2017	1.52	4.62
3133EJ4Q9	FEDERAL FARM CREDIT BANKS FUNDING CORP	2.550	01/11/2021	500,000.00	499,100.00	01/25/2019	2.64	2.30
313373ZY1	FEDERAL HOME LOAN BANKS	3.625	06/11/2021	1,000,000.00	1,024,040.00	03/07/2019	2.52	4.72
313378JP7	FEDERAL HOME LOAN BANKS	2.375	09/10/2021	600,000.00	602,430.00	05/15/2019	2.19	2.77
3135G0Q89	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.375	10/07/2021	1,100,000.00	1,099,318.00	02/10/2020	1.41	5.06
3137EADB2	FEDERAL HOME LOAN MORTGAGE COR	2.375	01/13/2022	1,650,000.00	1,676,634.30	09/30/2019	1.65	7.72
313378WG2	FEDERAL HOME LOAN BANKS	2.500	03/11/2022	1,000,000.00	1,016,330.00	06/13/2019	1.89	4.68
3135G0T78	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.000	10/05/2022	600,000.00	601,716.00	07/09/2019	1.91	2.77
3130A3KM5	FEDERAL HOME LOAN BANKS	2.500	12/09/2022	1,000,000.00	1,021,240.00	07/01/2019	1.86	4.70
3134GW2F2	FEDERAL HOME LOAN MORTGAGE COR	0.300	05/25/2023	1,000,000.00	1,000,000.00	08/24/2020	0.30	4.61
3135G0U43	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.875	09/12/2023	1,000,000.00	1,047,553.22	09/24/2019	1.63	4.82
3135G0V34	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.500	02/05/2024	600,000.00	621,262.80	10/21/2019	1.64	2.86
3135G0V75	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.750	07/02/2024	750,000.00	753,426.75	11/04/2019	1.65	3.47
Total Government Agencies				11,800,000.00	11,966,461.07		1.70	55.11
Government Bonds								
912828M80	UNITED STATES TREASURY NOTE/BOND	2.000	11/30/2022	750,000.00	762,072.83	01/27/2020	1.42	3.51

SECURITIES HELD

As of August 31, 2020

Cusip	Description	Coupon	Maturity	Par value or shares	Historical cost	Trade date	Purchase yield	% Portfolio hist cost
912828U57	UNITED STATES TREASURY NOTE/BOND	2.125	11/30/2023	650,000.00	661,529.52	10/28/2019	1.67	3.05
Total Government Bonds				1,400,000.00	1,423,602.35		1.54	6.56
Municipal/Provincial Bonds								
888599LS4		5.250	09/02/2032	1,315,100.00	1,315,100.00	03/01/2014	5.25	6.06
Total Municipal/Provincial Bonds				1,315,100.00	1,315,100.00		5.25	6.06
Grand Total				21,403,964.61	21,713,145.53		1.99	100.00

ADDITIONAL INFORMATION

As of August 31, 2020

Past performance is not a guide to future performance. The value of investments and any income from them will fluctuate and is not guaranteed (this may partly be due to exchange rate changes) and investors may not get back the amount invested. Transactions in foreign securities may be executed and settled in local markets. Performance comparisons will be affected by changes in interest rates. Investment returns fluctuate due to changes in market conditions. Investment involves risk, including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. The information contained herein is for your reference only and is being provided in response to your specific request and has been obtained from sources believed to be reliable; however, no representation is made regarding its accuracy or completeness. This document must not be used for the purpose of an offer or solicitation in any jurisdiction or in any circumstances in which such offer or solicitation is unlawful or otherwise not permitted. This document should not be duplicated, amended, or forwarded to a third party without consent from Insight. This is a marketing document intended for professional clients only and should not be made available to or relied upon by retail clients.

Investment advisory services in North America are provided through two different SEC-registered investment advisers using the brand Insight Investment: Insight North America LLC (INA) and Insight Investment International Limited (IIL). The North American investment advisers are associated with a broader group of global investment managers that also (individually and collectively) use the corporate brand Insight Investment and may be referred to as Insight, Insight Group or Insight Investment.

INA is an investment adviser registered with the Securities and Exchange Commission (SEC), under the Investment Advisers Act of 1940, as amended. Registration with the SEC does not imply a certain level of skill or training. You may request, without charge, additional information about Insight. Moreover, specific information relating to Insights strategies, including investment advisory fees, may be obtained from INA's Form ADV Part 2A, which is available without charge upon request.

Where indicated, performance numbers used in the analysis are gross returns. The performance reflects the reinvestment of all dividends and income. INA charges management fees on all portfolios managed and these fees will reduce the returns on the portfolios. For example, assume that \$30 million is invested in an account with INA, and this account achieves a 5.0% annual return compounded monthly, gross of fees, for a period of five years. At the end of five years that account would have grown to \$38,500,760 before the deduction of management fees. Assuming management fees of 0.25% per year are deducted monthly from the account, the value at the end of the five year period would be \$38,022,447. Actual fees for new accounts are dependent on size and subject to negotiation. INA's investment advisory fees are discussed in Part 2A of its Form ADV.

Unless otherwise stated, the source of information is Insight. Any forecasts or opinions are Insight's own at the date of this document (or as otherwise specified) and may change. Material in this publication is for general information only and is not advice, investment advice, or the recommendation of any purchase or sale of any security. Insight makes no implied or expressed recommendations concerning the manner in which an account should or would be handled, as appropriate investment strategies depend upon specific investment guidelines and objectives and should not be construed to be an assurance that any particular security in a strategy will remain in any fund, account, or strategy, or that a previously held security will not be repurchased. It should not be assumed that any of the security transactions or holdings referenced herein have been or will prove to be profitable or that future investment decisions will be profitable or will equal or exceed the past investment performance of the securities listed.

Please compare the information provided in this statement to the information provided in the statement received from your Custodian.

For trading activity the Clearing broker will be reflected. In certain cases the Clearing broker will differ from the Executing broker.

In calculating ratings distributions and weighted average portfolio quality, Insight assigns U.S Treasury and U.S agency securities a quality rating based on the methodology used within the respective benchmark index. When Moody's, S&P and Fitch rate a security, Bank of America and Merrill Lynch indexes assign a simple weighted average statistic while Barclays indexes assign the median statistic. Insight assigns all other securities the lower of Moody's and S&P ratings.

Information about the indices shown here is provided to allow for comparison of the performance of the strategy to that of certain well-known and widely recognized indices. There is no representation that such index is an appropriate benchmark for such comparison. You cannot invest directly in an index and the indices represented do not take into account trading commissions and/or other brokerage or custodial costs. The volatility of the indices may be materially different from that of the strategy. In addition, the strategy's holdings may differ substantially from the securities that comprise the indices shown.

The BofA Merrill Lynch 3 Mo US T-Bill index is an unmanaged market index of U.S. Treasury securities maturing in 90 days that assumes reinvestment of all income.

The BofA Merrill Lynch 6 Mo US T-Bill index measures the performance of Treasury bills with time to maturity of less than 6 months.

The BofA Merrill Lynch Current 1-Year US Treasury Index is a one-security index comprised of the most recently issued 1-year US Treasury note. The index is rebalanced monthly. In order to qualify for inclusion, a 1-year note must be auctioned on or before the third business day before the last business day of the month.

The BofA Merrill Lynch Current 3-Year US Treasury Index is a one-security index comprised of the most recently issued 3-year US Treasury note. The index is rebalanced monthly. In order to qualify for inclusion, a 3-year note must be auctioned on or before the third business day before the last business day of the month.

The BofA Merrill Lynch Current 5-Year US Treasury Index is a one-security index comprised of the most recently issued 5-year US Treasury note. The index is rebalanced monthly. In order to qualify for inclusion, a 5-year note must be auctioned on or before the third business day before the last business day of the month.

The BofA Merrill Lynch 1-3 US Year Treasury Index is an unmanaged index that tracks the performance of the direct sovereign debt of the U.S. Government having a maturity of at least one year and less than three years.

The BofA Merrill Lynch 1-5 US Year Treasury Index is an unmanaged index that tracks the performance of the direct sovereign debt of the U.S. Government having a maturity of at least one year and less than five years.

ADDITIONAL INFORMATION

As of August 31, 2020

Insight does not provide tax or legal advice to its clients and all investors are strongly urged to consult their tax and legal advisors regarding any potential strategy or investment.

Insight is a group of wholly owned subsidiaries of The Bank of New York Mellon Corporation. BNY Mellon is the corporate brand of The Bank of New York Mellon Corporation and may also be used as a generic term to reference the Corporation as a whole or its various subsidiaries generally. Products and services may be provided under various brand names and in various countries by subsidiaries, affiliates and joint ventures of The Bank of New York Mellon Corporation where authorized and regulated as required within each jurisdiction. Unless you are notified to the contrary, the products and services mentioned are not insured by the FDIC (or by any governmental entity) and are not guaranteed by or obligations of The Bank of New York Mellon Corporation or any of its affiliates. The Bank of New York Corporation assumes no responsibility for the accuracy or completeness of the above data and disclaims all expressed or implied warranties in connection therewith.

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SAN RAFAEL

September 2020



SECURITIES HELD

As of September 30, 2020

Cusip	Description	Coupon	Maturity	Par value or shares	Historical cost	Trade date	Purchase yield	% Portfolio hist cost
Cash and Cash Equivalents								
	Cash and Cash Equivalents			387,991.11	387,991.11			1.79
Total Cash and Cash Equivalents				387,991.11	387,991.11			1.79
Corporate Bonds								
06051GFT1	BANK OF AMERICA CORP - BOA	2.625	10/19/2020	500,000.00	504,515.00	03/11/2020	1.11	2.33
94974BFR6	WELLS FARGO AND CO	3.000	01/22/2021	500,000.00	501,180.00	03/18/2020	2.71	2.31
254687CK0	WALT DISNEY CO	4.500	02/15/2021	500,000.00	515,190.00	12/17/2019	1.83	2.38
46625HQJ2	JP MORGAN CHASE & CO	2.550	03/01/2021	500,000.00	494,725.00	01/25/2019	3.08	2.28
0258M0EB1	AMERICAN EXPRESS CREDIT CORP	2.250	05/05/2021	550,000.00	552,667.50	12/17/2019	1.89	2.55
91159HHA1	US BANCORP/MN	4.125	05/24/2021	500,000.00	514,880.00	12/18/2019	1.98	2.37
17325FAQ1	CITIBANK NA - CITIBANK	3.400	07/23/2021	500,000.00	507,030.00	05/29/2019	2.72	2.34
717081DZ3	PFIZER INC	2.200	12/15/2021	500,000.00	503,615.00	12/17/2019	1.83	2.32
149123BX8	CATERPILLAR INC	2.600	06/26/2022	500,000.00	500,300.00	05/16/2019	2.58	2.31
931142DH3	WAL-MART STORES INC	2.550	04/11/2023	500,000.00	509,155.00	09/17/2019	2.01	2.35
037833AK6	APPLE INC	2.400	05/03/2023	500,000.00	506,880.00	09/17/2019	2.00	2.34
693475AV7	PNC FINANCIAL SERVICES GROUP I	3.500	01/23/2024	500,000.00	523,455.00	07/26/2019	2.39	2.41
06051GHF9	BANK OF AMERICA CORP - BOA	3.550	03/05/2024	500,000.00	535,525.00	07/17/2020	0.81	2.47
Total Corporate Bonds				6,550,000.00	6,669,117.50		2.06	30.75
Government Agencies								
3135G0RM7	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.630	10/30/2020	1,000,000.00	1,003,410.00	08/31/2017	1.52	4.63
3133EJ4Q9	FEDERAL FARM CREDIT BANKS FUNDING CORP	2.550	01/11/2021	500,000.00	499,100.00	01/25/2019	2.64	2.30
313373ZY1	FEDERAL HOME LOAN BANKS	3.625	06/11/2021	1,000,000.00	1,024,040.00	03/07/2019	2.52	4.72
313378JP7	FEDERAL HOME LOAN BANKS	2.375	09/10/2021	600,000.00	602,430.00	05/15/2019	2.19	2.78
3135G0Q89	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.375	10/07/2021	1,100,000.00	1,099,318.00	02/10/2020	1.41	5.07
3137EADB2	FEDERAL HOME LOAN MORTGAGE COR	2.375	01/13/2022	1,650,000.00	1,676,634.30	09/30/2019	1.65	7.73
313378WG2	FEDERAL HOME LOAN BANKS	2.500	03/11/2022	1,000,000.00	1,016,330.00	06/13/2019	1.89	4.69
3135G0T78	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.000	10/05/2022	600,000.00	601,716.00	07/09/2019	1.91	2.77
3130A3KM5	FEDERAL HOME LOAN BANKS	2.500	12/09/2022	1,000,000.00	1,021,240.00	07/01/2019	1.86	4.71
3134GW2F2	FEDERAL HOME LOAN MORTGAGE COR	0.300	05/25/2023	1,000,000.00	1,000,000.00	08/24/2020	0.30	4.61
3135G0U43	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.875	09/12/2023	1,000,000.00	1,047,553.22	09/24/2019	1.63	4.83
3135G0V34	FEDERAL NATIONAL MORTGAGE ASSOCIATION	2.500	02/05/2024	600,000.00	621,262.80	10/21/2019	1.64	2.86
3135G0V75	FEDERAL NATIONAL MORTGAGE ASSOCIATION	1.750	07/02/2024	750,000.00	753,426.75	11/04/2019	1.65	3.47
Total Government Agencies				11,800,000.00	11,966,461.07		1.70	55.18
Government Bonds								
912828M80	UNITED STATES TREASURY NOTE/BOND	2.000	11/30/2022	750,000.00	762,072.83	01/27/2020	1.42	3.51

SECURITIES HELD

As of September 30, 2020

Cusip	Description	Coupon	Maturity	Par value or shares	Historical cost	Trade date	Purchase yield	% Portfolio hist cost
912828U57	UNITED STATES TREASURY NOTE/BOND	2.125	11/30/2023	650,000.00	661,529.52	10/28/2019	1.67	3.05
Total Government Bonds				1,400,000.00	1,423,602.35		1.54	6.56
Municipal/Provincial Bonds								
888599LS4	PT. SAN ASSESS DISTRICT	5.250	09/02/2032	1,239,200.00	1,239,200.00	03/01/2014	5.25	5.71
Total Municipal/Provincial Bonds				1,239,200.00	1,239,200.00		5.25	5.71
Grand Total				21,377,191.11	21,686,372.03		1.97	100.00

ADDITIONAL INFORMATION

As of September 30, 2020

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Customer Service
 PO Box 11813
 Harrisburg, PA 17108-1813

ACCOUNT STATEMENT

For the Month Ending

September 30, 2020

City of San Rafael

Client Management Team

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Contents

- Cover/Disclosures
- Summary Statement
- Individual Accounts

Accounts included in Statement

7023-001	Lease Revenue Bonds Series 2018 Project Fund
7023-002	Lease Revenue Bonds Series 2018 Capitalized Intere

Important Messages

CAMP will be closed on 10/12/2020 for Columbus Day.
 CAMP will be closed on 11/11/2020 for Veterans Day.

CITY OF SAN RAFAEL
 NADINE HADE
 1400 FIFTH AVENUE
 SAN RAFAEL, CA 94901

Online Access www.camponline.com

Customer Service 1-800-729-7665

**Important Disclosures****Important Disclosures**

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management LLC ("PFM") is an investment advisor registered with the Securities and Exchange Commission, and is required to maintain a written disclosure statement of our background and business experience. If you would like to receive a copy of our current disclosure statement, please contact Service Operations at the address below.

Proxy Voting PFM does not normally receive proxies to vote on behalf of its clients. However, it does on occasion receive consent requests. In the event a consent request is received the portfolio manager contacts the client and then proceeds according to their instructions. PFM's Proxy Voting Policy is available upon request by contacting Service Operations at the address below.

Questions About an Account PFM's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by PFM. The custodian bank maintains the control of assets and executes (i.e., settles) all investment transactions. The custodian statement is the official record of security and cash holdings and transactions. PFM recognizes that clients may use these reports to facilitate record keeping and that the custodian bank statement and the PFM statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference.

Account Control PFM does not have the authority to withdraw funds from or deposit funds to the custodian. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Market Value Generally, PFM's market prices are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv or Bloomberg. Where prices are not available from generally recognized sources the securities are priced using a yield-based matrix system to arrive at an estimated market value. Prices that fall between data points are interpolated. Non-negotiable FDIC-insured bank certificates of deposit are priced at par. Although PFM believes the prices to be reliable, the values of the securities do not always represent the prices at which the securities could have been bought or sold. Explanation of the valuation methods for a registered investment company, local government investment program, or TERM funds is contained in the appropriate fund offering documentation or information statement.

Amortized Cost The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short term securities (those with less than one year to maturity at time of issuance) is amortized on a straightline basis. Such discount or premium with respect to longer term securities is amortized using the constant yield basis.

Tax Reporting Cost data and realized gains / losses are provided for informational purposes only. Please review for accuracy and consult your tax advisor to determine the tax consequences of your security transactions. PFM does not report such information to the IRS or other taxing authorities and is not responsible for the accuracy of such information that may be required to be reported to federal, state or other taxing authorities.

Financial Situation In order to better serve you, PFM should be promptly notified of any material change in your investment objective or financial situation.

Callable Securities Securities subject to redemption prior to maturity may be redeemed in whole or in part before maturity, which could affect the yield represented.

Portfolio The securities in this portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by PFM, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency. Investment in securities involves risks, including the possible loss of the amount invested. Actual settlement values, accrued interest, and amortized cost amounts may vary for securities subject to an adjustable interest rate or subject to principal paydowns. Any changes to the values shown may be reflected within the next monthly statement's beginning values.

Rating Information provided for ratings is based upon a good faith inquiry of selected sources, but its accuracy and completeness cannot be guaranteed. Shares of some money market and TERM funds are marketed through representatives of PFM's wholly owned subsidiary, PFM Fund Distributors, Inc. PFM Fund Distributors, Inc. is registered with the SEC as a broker/dealer and is a member of the Financial Industry Regulatory Authority ("FINRA") and the Municipal Securities Rulemaking Board ("MSRB"). You may reach the FINRA by calling the FINRA Regulator Public Disclosure Hotline at 1-888-289-9999 or at the FINRA Regulation Internet website address www.nasd.com. A brochure describing the FINRA Regulation Public Disclosure Program is also available from the FINRA upon request.

Key Terms and Definitions

Dividends on money market funds consist of interest earned, plus any discount ratably amortized to the date of maturity, plus all realized gains and losses on the sale of securities prior to maturity, less ratably amortization of any premium and all accrued expenses to the fund. Dividends are accrued daily and may be paid either monthly or quarterly. The monthly earnings on this statement represent the estimated dividend accrued for the month for any program that distributes earnings on a quarterly basis. There is no guarantee that the estimated amount will be paid on the actual distribution date.

Current Yield is the net change, exclusive of capital changes and income other than investment income, in the value of a hypothetical fund account with a balance of one share over the seven-day base period including the statement date, expressed as a percentage of the value of one share (normally \$1.00 per share) at the beginning of the seven-day period. This resulting net change in account value is then annualized by multiplying it by

365 and dividing the result by 7. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed.

Average maturity represents the average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. The stated maturity date of mortgage backed or callable securities are used in this statement. However the actual maturity of these securities could vary depending on the level or prepayments on the underlying mortgages or whether a callable security has or is still able to be called.

Monthly distribution yield represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

YTM at Cost The yield to maturity at cost is the expected rate of return, based on the original cost, the annual interest receipts, maturity value and the time period from purchase date to maturity, stated as a percentage, on an annualized basis.

YTM at Market The yield to maturity at market is the rate of return, based on the current market value, the annual interest receipts, maturity value and the time period remaining until maturity, stated as a percentage, on an annualized basis.

Managed Account A portfolio of investments managed discretely by PFM according to the client's specific investment policy and requirements. The investments are directly owned by the client and held by the client's custodian.

Unsettled Trade A trade which has been executed however the final consummation of the security transaction and payment has not yet taken place.

Please review the detail pages of this statement carefully. If you think your statement is wrong, missing account information, or if you need more information about a transaction, please contact PFM within 60 days of receipt. If you have other concerns or questions regarding your account you should contact a member of your client management team or PFM Service Operations at the address below.

PFM Asset Management LLC
Attn: Service Operations
213 Market Street
Harrisburg, PA 17101



Consolidated Summary Statement

Account Statement
For the Month Ending **September 30, 2020**

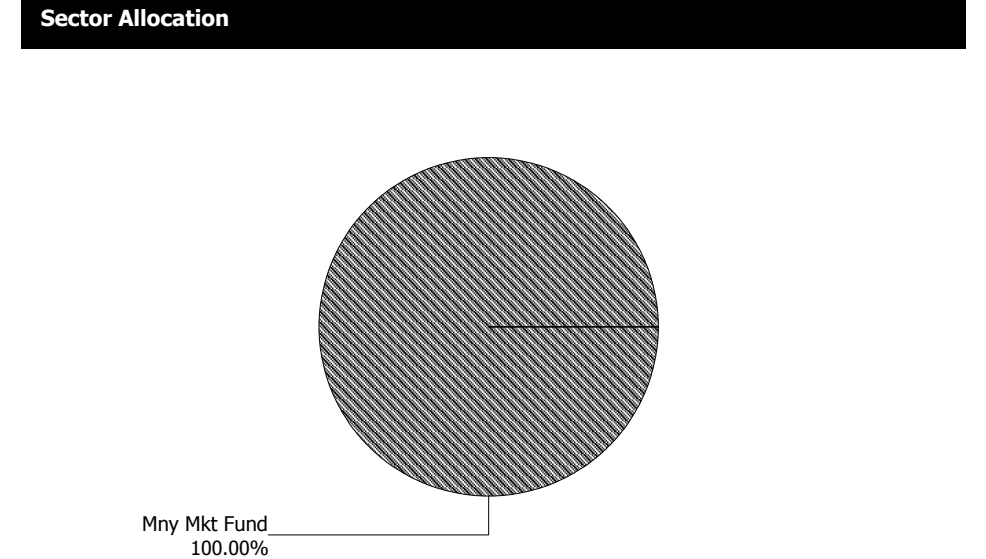
City of San Rafael

Portfolio Summary			
Portfolio Holdings	Cash Dividends and Income	Closing Market Value	Current Yield
CAMP Pool	2,458.29	10,943,331.68	0.25 %
Total	\$2,458.29	\$10,943,331.68	

Investment Allocation		
Investment Type	Closing Market Value	Percent
Money Market Mutual Fund	10,943,331.68	100.00
Total	\$10,943,331.68	100.00%

Maturity Distribution (Fixed Income Holdings)		
Portfolio Holdings	Closing Market Value	Percent
Under 30 days	10,943,331.68	100.00
31 to 60 days	0.00	0.00
61 to 90 days	0.00	0.00
91 to 180 days	0.00	0.00
181 days to 1 year	0.00	0.00
1 to 2 years	0.00	0.00
2 to 3 years	0.00	0.00
3 to 4 years	0.00	0.00
4 to 5 years	0.00	0.00
Over 5 years	0.00	0.00
Total	\$10,943,331.68	100.00%

Weighted Average Days to Maturity 1





Account Statement

For the Month Ending **September 30, 2020**

Consolidated Summary Statement

City of San Rafael

Account Number	Account Name	Opening Market Value	Purchases / Deposits	Redemptions / Sales/ Maturities	Unsettled Trades	Change in Value	Closing Market Value	Cash Dividends and Income
7023-001	Lease Revenue Bonds Series 2018 Project Fund	10,113,219.44	2,272.33	0.00	0.00	0.00	10,115,491.77	2,272.33
7023-002	Lease Revenue Bonds Series 2018 Capitalized Intere	827,653.95	185.96	0.00	0.00	0.00	827,839.91	185.96
Total		\$10,940,873.39	\$2,458.29	\$0.00	\$0.00	\$0.00	\$10,943,331.68	\$2,458.29



Account Statement - Transaction Summary

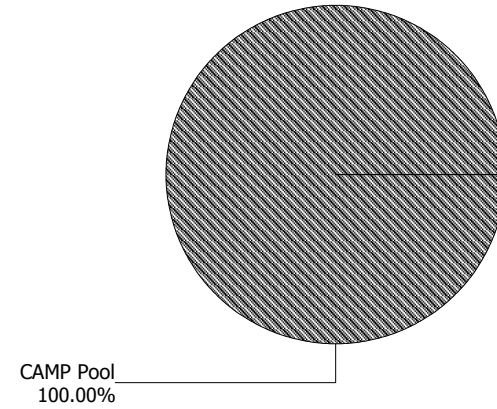
For the Month Ending **September 30, 2020**

City of San Rafael - Lease Revenue Bonds Series 2018 Project Fund - 7023-001

CAMP Pool	
Opening Market Value	10,113,219.44
Purchases	2,272.33
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$10,115,491.77
Cash Dividends and Income	2,272.33

Asset Summary	September 30, 2020	August 31, 2020
CAMP Pool	10,115,491.77	10,113,219.44
Total	\$10,115,491.77	\$10,113,219.44

Asset Allocation	
CAMP Pool	100.00%





Account Statement

For the Month Ending **September 30, 2020**

City of San Rafael - Lease Revenue Bonds Series 2018 Project Fund - 7023-001

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					10,113,219.44
09/30/20	10/01/20	Accrual Income Div Reinvestment - Distributions	1.00	2,272.33	10,115,491.77
Closing Balance					10,115,491.77

	Month of September	Fiscal YTD July-September		
Opening Balance	10,113,219.44	10,107,832.86	Closing Balance	10,115,491.77
Purchases	2,272.33	8,016.96	Average Monthly Balance	10,113,295.18
Redemptions (Excl. Checks)	0.00	(358.05)	Monthly Distribution Yield	0.27%
Check Disbursements	0.00	0.00		
Closing Balance	10,115,491.77	10,115,491.77		
Cash Dividends and Income	2,272.33	8,016.96		



Account Statement - Transaction Summary

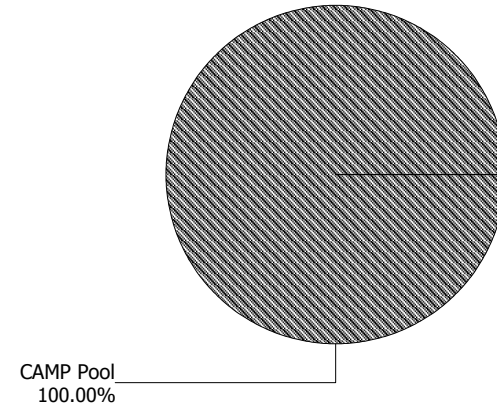
For the Month Ending **September 30, 2020**

City of San Rafael - Lease Revenue Bonds Series 2018 Capitalized Intere - 7023-002

CAMP Pool	
Opening Market Value	827,653.95
Purchases	185.96
Redemptions	0.00
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$827,839.91
Cash Dividends and Income	185.96

Asset Summary	September 30, 2020	August 31, 2020
CAMP Pool	827,839.91	827,653.95
Total	\$827,839.91	\$827,653.95

Asset Allocation	
CAMP Pool	100.00%





Account Statement

For the Month Ending **September 30, 2020**

City of San Rafael - Lease Revenue Bonds Series 2018 Capitalized Intere - 7023-002

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					827,653.95
09/30/20	10/01/20	Accrual Income Div Reinvestment - Distributions	1.00	185.96	827,839.91
Closing Balance					827,839.91

	Month of September	Fiscal YTD July-September		
Opening Balance	827,653.95	827,237.15	Closing Balance	827,839.91
Purchases	185.96	656.10	Average Monthly Balance	827,660.15
Redemptions (Excl. Checks)	0.00	(53.34)	Monthly Distribution Yield	0.27%
Check Disbursements	0.00	0.00		
Closing Balance	827,839.91	827,839.91		
Cash Dividends and Income	185.96	656.10		



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Public Works

Prepared by: Bill Guerin,
Director of Public Works

City Manager Approval: 

TOPIC: MCSTOPPP FULL TRASH CAPTURE DEVICE PROJECT

SUBJECT: A RESOLUTION APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH SCHAAF & WHEELER CONSULTING CIVIL ENGINEERS, INC. FOR DESIGN AND ENVIRONMENTAL ENGINEERING SERVICES ASSOCIATED WITH THE MCSTOPPP FULL TRASH CAPTURE DEVICE PROJECT IN AN AMOUNT NOT TO EXCEED \$135,544.

RECOMMENDATION: Adopt a resolution approving and authorizing the City Manager to execute a professional services agreement with Schaaf & Wheeler Consulting Civil Engineers, Inc. (Schaaf & Wheeler) for design and environmental engineering services in an amount not to exceed \$135,544.

BACKGROUND:

In California, the State Water Resources Control Board (Water Board) has broad authority over water quality control issues. The Water Board is responsible for developing statewide water quality policy, and exercises the powers delegated to the State by the federal government under the Clean Water Act.

On April 7, 2015, the Water Board adopted an Amendment to the *Water Quality Control Plan for Ocean Waters of California to Control Trash* and Part 1 Trash Provisions of the *Water Quality Control Plan for Inland Surface Waters, Enclosed Bays, and Estuaries of California*. Together, they are collectively referred to as "the Trash Amendments". The Trash Amendments apply to all surface waters of California and include a land-use based compliance approach to focus trash controls on areas with high trash generation rates. Areas such as high density residential, industrial, commercial, mixed urban, and public transportation stations are considered priority land uses.

In response to these State requirements, the City must install, operate, and maintain a network of certified full capture systems that capture runoff from priority land uses. Alternatively, the City may implement a combination of devices, such as filters inside of catch basins, to reduce the volume of trash draining into the Bay. The City is required to comply with the Trash Amendment provisions by December 2030.

To assist in meeting the Trash Amendment requirements, the Marin County Stormwater Pollution Prevention Program (MCSTOPPP), a program managed by the County to protect and enhance water quality, has funding to subsidize the installation of a full trash capture device.

FOR CITY CLERK ONLY

Council Meeting:

Disposition:

SAN RAFAEL CITY COUNCIL AGENDA REPORT / Page: 2

Additional details on this funding were presented to the City Council at its [June 15, 2020](#) meeting.

ANALYSIS: City staff desire to understand how to strategically move forward and be in compliance with the Trash Amendments. To this end, the City released a Request for Proposals to retain an engineering firm to provide design and environmental engineering services related to installation of a full trash capture device in the Canal neighborhood, the sector of Marin County with the largest trash load.

On June 26, 2020, five proposals from qualified firms were received. All were evaluated by City staff based on criteria specified in the Request for Proposals including, but not limited to, understanding the Scope of Work, previous experience with similar projects, qualified personnel, and familiarity with state and federal procedures. After reviewing the proposals, the top two ranked firms were each invited to participate in a video conference interview with panel members from MCSTOPPP and City staff. Staff recommends Schaaf & Wheeler as the most qualified consultant for this project.

FISCAL IMPACT: The consultant's fee of \$135,544 will be paid with \$30,000 from the Stormwater Fund (Fund #205) and \$105,544 from the Gas Tax Fund (Fund #206). Appropriations shall be increased in funds #205 and #206 by \$30,000 and \$105,544 respectively.

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

1. Adopt a resolution authorizing the City Manager to execute a professional services agreement with Schaaf & Wheeler.
2. Do not accept the proposal and provide further direction to staff.

ATTACHMENT:

1. Resolution
2. Agreement and corresponding Exhibit A

RESOLUTION NO.

A RESOLUTION OF THE SAN RAFAEL CITY COUNCIL APPROVING AND AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH SCHAAF & WHEELER CONSULTING CIVIL ENGINEERS, INC. FOR DESIGN AND ENVIRONMENTAL ENGINEERING SERVICES ASSOCIATED WITH THE MCSTOPPP FULL TRASH CAPTURE DEVICE PROJECT IN AN AMOUNT NOT TO EXCEED \$135,544

WHEREAS, the State Water Resources Control Board (Water Board) has broad authority over water quality control issues and policy statewide; and

WHEREAS, on April 7, 2015, the Water Board adopted an Amendment to *the Water Quality Control Plan for Ocean Waters of California to Control Trash and Part 1 Trash Provisions of the Water Quality Control Plan for Inland Surface Waters, Enclosed Bays, and Estuaries of California* requiring local municipalities to reduce the volume of trash and debris entering the San Francisco Bay; and

WHEREAS, the City desires to implement a full trash capture device within the Canal neighborhood as one approach to reducing trash in the Bay; and

WHEREAS, the City requires outside professional assistance for design and environmental engineering of the project; and

WHEREAS, in response to the request for proposals (RFP), the Department of Public Works received five proposals and conducted team interviews; and

WHEREAS, staff has reviewed the proposals and identified Schaaf & Wheeler Consulting Civil Engineers, Inc. to be the most qualified firm.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN RAFAEL RESOLVES
as follows:

1. The City Council hereby approves and authorizes the City Manager to execute a Professional Services Agreement with Schaaf & Wheeler Consulting Civil Engineers, Inc. for design and environmental engineering services associated with the MCSTOPPP Full Trash Capture Device Project in the amount not to exceed \$135,544, in the form included in the Staff Report for this resolution, subject to final approval as to form by the City Attorney.

AGREEMENT FOR PROFESSIONAL SERVICES

FOR THE MCSTOPPP FULL TRASH CAPTURE DEVICE PROJECT

This Agreement is made and entered into this _____ day of _____, 2020, by and between the CITY OF SAN RAFAEL (hereinafter "**CITY**"), and SCHAAF & WHEELER CONSULTING ENGINEERS, INC. (hereinafter "**CONSULTANT**").

RECITALS

WHEREAS, the **CITY** has determined that professional services are required to design and provide environmental engineering services for a full trash capture device in the Canal neighborhood; and

WHEREAS, the **CONSULTANT** has agreed to render such services;

AGREEMENT

NOW, THEREFORE, the parties hereby agree as follows:

1. **PROJECT COORDINATION.**

A. **CITY'S Project Manager.** Hunter Young is hereby designated the **PROJECT MANAGER** for the **CITY** and said **PROJECT MANAGER** shall supervise all aspects of the progress and execution of this Agreement.

B. **CONSULTANT'S Project Director.** **CONSULTANT** shall assign a single **PROJECT DIRECTOR** to have overall responsibility for the progress and execution of this Agreement for **CONSULTANT**. Ben Shick is hereby designated as the **PROJECT DIRECTOR** for **CONSULTANT**. Should circumstances or conditions subsequent to the execution of this Agreement require a substitute **PROJECT DIRECTOR**, for any reason, the **CONSULTANT** shall notify the **CITY** within ten (10) business days of the substitution.

2. **DUTIES OF CONSULTANT.**

CONSULTANT shall perform the duties and/or provide services outlined in the **CONSULTANT'S** proposal dated September 23, 2020, marked as Exhibit A, attached hereto and incorporated herein by reference.

3. **DUTIES OF CITY.**

CITY shall pay the compensation as provided in Paragraph 4, and perform the duties as described in Exhibit A, attached.

4. COMPENSATION.

For the full performance of the services described herein by **CONSULTANT**, **CITY** shall pay **CONSULTANT** on a time and materials basis for services rendered at the rates shown in Exhibit A, attached hereto, and incorporated by herein, in a total contract amount not to exceed \$135,544.

Payment will be made monthly upon receipt by **PROJECT MANAGER** of itemized invoices submitted by **CONSULTANT**.

5. TERM OF AGREEMENT.

The term of this Agreement shall commence on the date of execution of this Agreement and end on December 31, 2024. Upon mutual agreement of the parties, and subject to the approval of the City Manager the term of this Agreement may be extended for an additional period of up to one (1) year.

6. TERMINATION.

A. **Discretionary.** Either party may terminate this Agreement without cause upon thirty (30) days written notice mailed or personally delivered to the other party.

B. **Cause.** Either party may terminate this Agreement for cause upon fifteen (15) days written notice mailed or personally delivered to the other party, and the notified party's failure to cure or correct the cause of the termination, to the reasonable satisfaction of the party giving such notice, within such fifteen (15) day time period.

C. **Effect of Termination.** Upon receipt of notice of termination, neither party shall incur additional obligations under any provision of this Agreement without the prior written consent of the other.

D. **Return of Documents.** Upon termination, any and all **CITY** documents or materials provided to **CONSULTANT** and any and all of **CONSULTANT's** documents and materials prepared for or relating to the performance of its duties under this Agreement, shall be delivered to **CITY** as soon as possible, but not later than thirty (30) days after termination.

7. OWNERSHIP OF DOCUMENTS.

The written documents and materials prepared by the **CONSULTANT** in connection with the performance of its duties under this Agreement, shall be the sole property of **CITY**. **CITY** may use said property for any purpose, including projects not contemplated by this Agreement.

8. INSPECTION AND AUDIT.

Upon reasonable notice, **CONSULTANT** shall make available to **CITY**, or its agent, for inspection and audit, all documents and materials maintained by **CONSULTANT** in connection with

its performance of its duties under this Agreement. **CONSULTANT** shall fully cooperate with **CITY** or its agent in any such audit or inspection.

9. ASSIGNABILITY.

The parties agree that they shall not assign or transfer any interest in this Agreement nor the performance of any of their respective obligations hereunder, without the prior written consent of the other party, and any attempt to so assign this Agreement or any rights, duties or obligations arising hereunder shall be void and of no effect.

10. INSURANCE.

A. **Scope of Coverage.** During the term of this Agreement, **CONSULTANT** shall maintain, at no expense to **CITY**, the following insurance policies:

1. A commercial general liability insurance policy in the minimum amount of one million dollars (\$1,000,000) per occurrence/two million dollars (\$2,000,000) aggregate, for death, bodily injury, personal injury, or property damage.

2. An automobile liability (owned, non-owned, and hired vehicles) insurance policy in the minimum amount of one million dollars (\$1,000,000) dollars per occurrence.

3. If any licensed professional performs any of the services required to be performed under this Agreement, a professional liability insurance policy in the minimum amount of two million dollars (\$2,000,000) per occurrence/four million dollars (\$4,000,000) aggregate, to cover any claims arising out of the **CONSULTANT's** performance of services under this Agreement. Where **CONSULTANT** is a professional not required to have a professional license, **CITY** reserves the right to require **CONSULTANT** to provide professional liability insurance pursuant to this section.

4. If it employs any person, **CONSULTANT** shall maintain worker's compensation insurance, as required by the State of California, with statutory limits, and employer's liability insurance with limits of no less than one million dollars (\$1,000,000) per accident for bodily injury or disease. **CONSULTANT's** worker's compensation insurance shall be specifically endorsed to waive any right of subrogation against **CITY**.

B. **Other Insurance Requirements.** The insurance coverage required of the **CONSULTANT** in subparagraph A of this section above shall also meet the following requirements:

1. Except for professional liability insurance or worker's compensation insurance, the insurance policies shall be specifically endorsed to include the **CITY**, its officers, agents, employees, and volunteers, as additional insureds (for both ongoing and completed operations) under the policies.

2. The additional insured coverage under **CONSULTANT'S** insurance policies shall be "primary and noncontributory" with respect to any insurance or coverage maintained by

CITY and shall not call upon **CITY's** insurance or self-insurance coverage for any contribution. The “primary and noncontributory” coverage in **CONSULTANT’S** policies shall be at least as broad as ISO form CG20 01 04 13.

3. Except for professional liability insurance or worker’s compensation insurance, the insurance policies shall include, in their text or by endorsement, coverage for contractual liability and personal injury.

4. By execution of this Agreement, **CONSULTANT** hereby grants to **CITY** a waiver of any right to subrogation which any insurer of **CONSULTANT** may acquire against **CITY** by virtue of the payment of any loss under such insurance. **CONSULTANT** agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not **CITY** has received a waiver of subrogation endorsement from the insurer.

5. If the insurance is written on a Claims Made Form, then, following termination of this Agreement, said insurance coverage shall survive for a period of not less than five years.

6. The insurance policies shall provide for a retroactive date of placement coinciding with the effective date of this Agreement.

7. The limits of insurance required in this Agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of **CITY** (if agreed to in a written contract or agreement) before **CITY’S** own insurance or self-insurance shall be called upon to protect it as a named insured.

8. It shall be a requirement under this Agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to **CITY** or any other additional insured party. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the **CONSULTANT** under this agreement.

C. Deductibles and SIR’s. Any deductibles or self-insured retentions in **CONSULTANT's** insurance policies must be declared to and approved by the **PROJECT MANAGER** and City Attorney and shall not reduce the limits of liability. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or **CITY** or other additional insured party. At **CITY's** option, the deductibles or self-insured retentions with respect to **CITY** shall be reduced or eliminated to **CITY's** satisfaction, or **CONSULTANT** shall procure a bond guaranteeing payment of losses and related investigations, claims administration, attorney's fees and defense expenses.

D. Proof of Insurance. **CONSULTANT** shall provide to the **PROJECT MANAGER**

or CITY'S City Attorney all of the following: (1) Certificates of Insurance evidencing the insurance coverage required in this Agreement; (2) a copy of the policy declaration page and/or endorsement page listing all policy endorsements for the commercial general liability policy, and (3) excerpts of policy language or specific endorsements evidencing the other insurance requirements set forth in this Agreement. CITY reserves the right to obtain a full certified copy of any insurance policy and endorsements from CONSULTANT. Failure to exercise this right shall not constitute a waiver of the right to exercise it later. The insurance shall be approved as to form and sufficiency by PROJECT MANAGER and the City Attorney.

11. INDEMNIFICATION.

A. Except as otherwise provided in Paragraph B., CONSULTANT shall, to the fullest extent permitted by law, indemnify, release, defend with counsel approved by CITY, and hold harmless CITY, its officers, agents, employees and volunteers (collectively, the "City Indemnitees"), from and against any claim, demand, suit, judgment, loss, liability or expense of any kind, including but not limited to attorney's fees, expert fees and all other costs and fees of litigation, (collectively "CLAIMS"), arising out of CONSULTANT'S performance of its obligations or conduct of its operations under this Agreement. The CONSULTANT's obligations apply regardless of whether or not a liability is caused or contributed to by the active or passive negligence of the City Indemnitees. However, to the extent that liability is caused by the active negligence or willful misconduct of the City Indemnitees, the CONSULTANT's indemnification obligation shall be reduced in proportion to the City Indemnitees' share of liability for the active negligence or willful misconduct. In addition, the acceptance or approval of the CONSULTANT's work or work product by the CITY or any of its directors, officers or employees shall not relieve or reduce the CONSULTANT's indemnification obligations. In the event the City Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from CONSULTANT'S performance of or operations under this Agreement, CONSULTANT shall provide a defense to the City Indemnitees or at CITY'S option reimburse the City Indemnitees their costs of defense, including reasonable attorneys' fees, incurred in defense of such claims.

B. Where the services to be provided by CONSULTANT under this Agreement are design professional services to be performed by a design professional as that term is defined under Civil Code Section 2782.8, then, to the extent permitted by law including without limitation, Civil Code sections 2782, 2782.6 and 2782.8, CONSULTANT shall indemnify and hold harmless the CITY and its officers, officials, and employees (collectively City Indemnitees) from and against damages, liabilities or costs (including incidental damages, Court costs, reasonable attorney's fees as may be determined by the Court, litigation expenses and fees of expert witnesses incurred in connection therewith and costs of investigation) to the extent they are caused by the negligence, recklessness, or willful misconduct of CONSULTANT, or any subconsultants, or subcontractor or anyone directly or indirectly employed by them, or anyone for whom they are legally liable (collectively Liabilities). Such obligation to hold harmless and indemnify any indemnity shall not apply to the extent that such Liabilities are caused in part by the negligence or willful misconduct of such City Indemnitee.

C. The defense and indemnification obligations of this Agreement are undertaken in

addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement, and shall survive the termination or completion of this Agreement for the full period of time allowed by law.

12. NONDISCRIMINATION.

CONSULTANT shall not discriminate, in any way, against any person on the basis of age, sex, race, color, religion, ancestry, national origin or disability in connection with or related to the performance of its duties and obligations under this Agreement.

13. COMPLIANCE WITH ALL LAWS.

CONSULTANT shall observe and comply with all applicable federal, state and local laws, ordinances, codes and regulations, in the performance of its duties and obligations under this Agreement. **CONSULTANT** shall perform all services under this Agreement in accordance with these laws, ordinances, codes and regulations. **CONSULTANT** shall release, defend, indemnify and hold harmless **CITY**, its officers, agents and employees from any and all damages, liabilities, penalties, fines and all other consequences from any noncompliance or violation of any laws, ordinances, codes or regulations.

14. NO THIRD PARTY BENEFICIARIES.

CITY and **CONSULTANT** do not intend, by any provision of this Agreement, to create in any third party, any benefit or right owed by one party, under the terms and conditions of this Agreement, to the other party.

15. NOTICES.

All notices and other communications required or permitted to be given under this Agreement, including any notice of change of address, shall be in writing and given by personal delivery, or deposited with the United States Postal Service, postage prepaid, addressed to the parties intended to be notified. Notice shall be deemed given as of the date of personal delivery, or if mailed, upon the date of deposit with the United States Postal Service. Notice shall be given as follows:

TO **CITY**'s Project Manager:

Hunter Young
City of San Rafael
111 Morphew Street
San Rafael, CA 94901

TO **CONSULTANT**'s Project Director:

Ben Shick
Schaaf & Wheeler Consulting Civil Engineers
2200 Range Avenue, Suite 201
Santa Rosa, CA 95403

16. INDEPENDENT CONTRACTOR.

For the purposes, and for the duration, of this Agreement, **CONSULTANT**, its officers, agents and employees shall act in the capacity of an Independent Contractor, and not as employees of the **CITY**. **CONSULTANT** and **CITY** expressly intend and agree that the status of **CONSULTANT**, its officers, agents and employees be that of an Independent Contractor and not that of an employee of **CITY**.

17. ENTIRE AGREEMENT -- AMENDMENTS.

A. The terms and conditions of this Agreement, all exhibits attached, and all documents expressly incorporated by reference, represent the entire Agreement of the parties with respect to the subject matter of this Agreement.

B. This written Agreement shall supersede any and all prior agreements, oral or written, regarding the subject matter between the **CONSULTANT** and the **CITY**.

C. No other agreement, promise or statement, written or oral, relating to the subject matter of this Agreement, shall be valid or binding, except by way of a written amendment to this Agreement.

D. The terms and conditions of this Agreement shall not be altered or modified except by a written amendment to this Agreement signed by the **CONSULTANT** and the **CITY**.

E. If any conflicts arise between the terms and conditions of this Agreement, and the terms and conditions of the attached exhibits or the documents expressly incorporated by reference, the terms and conditions of this Agreement shall control.

18. SET-OFF AGAINST DEBTS.

CONSULTANT agrees that **CITY** may deduct from any payment due to **CONSULTANT** under this Agreement, any monies which **CONSULTANT** owes **CITY** under any ordinance, agreement, contract or resolution for any unpaid taxes, fees, licenses, assessments, unpaid checks or other amounts.

19. WAIVERS.

The waiver by either party of any breach or violation of any term, covenant or condition of this Agreement, or of any ordinance, law or regulation, shall not be deemed to be a waiver of any other term, covenant, condition, ordinance, law or regulation, or of any subsequent breach or violation of the same or other term, covenant, condition, ordinance, law or regulation. The subsequent acceptance by either party of any fee, performance, or other consideration which may become due or owing under this Agreement, shall not be deemed to be a waiver of any preceding breach or violation by the other party of any term, condition, covenant of this Agreement or any applicable law, ordinance or regulation.

20. COSTS AND ATTORNEY'S FEES.

The prevailing party in any action brought to enforce the terms and conditions of this Agreement, or arising out of the performance of this Agreement, may recover its reasonable costs (including claims administration) and attorney's fees expended in connection with such action.

21. CITY BUSINESS LICENSE / OTHER TAXES.

CONSULTANT shall obtain and maintain during the duration of this Agreement, a **CITY** business license as required by the San Rafael Municipal Code **CONSULTANT** shall pay any and all state and federal taxes and any other applicable taxes. **CITY** shall not be required to pay for any work performed under this Agreement, until **CONSULTANT** has provided **CITY** with a completed Internal Revenue Service Form W-9 (Request for Taxpayer Identification Number and Certification).

22. SURVIVAL OF TERMS.

Any terms of this Agreement that by their nature extend beyond the term (or termination) of this Agreement shall remain in effect until fulfilled and shall apply to both Parties' respective successors and assigns.

23. APPLICABLE LAW.

The laws of the State of California shall govern this Agreement.

24. COUNTERPARTS AND ELECTRONIC SIGNATURE.

This Agreement may be executed by electronic signature and in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one document. Counterpart signature pages may be delivered by telecopier, email or other means of electronic transmission.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day, month and year first above written.

CITY OF SAN RAFAEL

CONSULTANT

JIM SCHUTZ, City Manager

By: _____

Name: _____

Title: _____

ATTEST:

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

LINDSAY LARA, City Clerk

By: _____

APPROVED AS TO FORM:

Name: _____

Title: _____

ROBERT F. EPSTEIN, City Attorney

Scope for Design and Environmental Services for City of San Rafael/MCSTOPPP Full Trash Capture Device Project

Task 1: Project Management

Quality Control: Schaaf & Wheeler will perform quality control on all deliverables throughout the project tasks outlined herein. Quality control will be conducted by the project manager, Caitlin Gilmore, as well as a separate principal engineer within the firm not familiar with the day-to-day activities of the project to obtain an objective quality assurance analysis.

Monthly Invoicing and Contracting: Schaaf & Wheeler will work with the City and stakeholders to finalize the scope of work and contract associated with this project. This includes subcontracting with the design team. Monthly invoices will be submitted to the City in a timely manner, with billing summaries, project and schedule status and percentage complete.

Coordination with subconsultants and the City: During the duration of the project, Schaaf & Wheeler will coordinate with the City, stakeholders and subconsultants to monitor timely progress of the project, to stay on budget, and resolve issues as they arise.

Deliverables:

- *Project schedule updates in MS word*
- *Billings summaries for monthly billings, including tasks completed and percent complete*
- *Project meetings have been included within the tasks below*

Task 2: Feasibility Analysis

The project team will visit both project sites to evaluate the potential device location. The sites will be evaluated for constructability, right of way, utility conflicts, construction accessibility, maintainability, resource impacts, and permitting requirements.

Schaaf & Wheeler will obtain available as-builts, right of way, GIS data, historical flooding and storm drain modeling information from the City and County as applicable. Pump station as-builts and data will be reviewed for capacity constraints and operational deficiencies. This assumes coordination with the City's public works and maintenance department. This includes analyzing the pump stations for potential impacts of Full Capture System (FCS) locations, such as head loss upstream of the pumps and potential pump cycling. Analysis of high tide elevations and sea level rise estimates, along with their potential impact to the system, will be considered from the perspective of pump station operations and for environmental permitting.

If a storm drain model is available, Schaaf & Wheeler will review the model for capacity limitations within each storm drain system. The 1-year 1-hour storm event will be developed within the existing model to determine trash flow rates. If no modeling is available, Schaaf & Wheeler will conduct a simple, rational equation based hydraulic analysis of each watershed to develop bypass (ex. 10-year) and 1-year flow rates at the FCS locations. These flow rates, in addition to the as-built or GIS information at the potential project sites will be used to determine deficiencies (hydraulic grade) in the storm drain pipe or channel at the FCS location during the bypass event.

A brief environmental constraints analysis will be conducted for each FCS site as part of the Feasibility Study. This will include initial desk top evaluations and a reconnaissance level site visit to assess presence/absence of cultural, aquatic, biological, drainage, solid waste disposal/access, land use, scenic, and other potential environmental constraints. Performing this work as part of the feasibility study ensures the selected site and final design have considered environmental resources and included practical avoidance, minimization, or mitigation measures to streamline environmental documentation or permits should they be required.

Coordination with state approved FCS device manufacturers will occur for both locations to develop a range of up to four (4) device types for each location. This includes obtaining device sizes, maintenance information, head loss, tidal

impacts due to tailwater, local examples of installations, and costs. Consideration will be given to dewatering necessary for maintenance. A preliminary engineering cost estimate will be prepared for up to four (4) device options at each project location.

Up to two (2) 35% schematic design drawings will be prepared for the most highly recommended device types and locations. The schematic design and all above information will be summarized in a draft feasibility study.

A meeting will be held with the City to discuss the draft feasibility study: FCS device options and locations, including hydraulics, ease of maintenance, environmental impacts, proven installations, and cost. Schaaf & Wheeler will recommend a device and location per the 35% schematic drawings, but all feasible options will be presented to assist the City in selecting a preferred device location and type.

A Final Feasibility Analysis memorandum with selected project location and type identified will be developed based on one set of compiled comments from the stakeholders.

Deliverables:

- *One (1) project kick-off and scoping meeting; including meeting agenda and minutes*
- *One (1) in-person field visit to both project locations*
- *Draft Feasibility Analysis memorandum*
- *One (1) meeting to discuss the draft feasibility study; including meeting agenda and minutes*
- *Final Feasibility Analysis memorandum*

Assumptions and Exclusions:

- *Excludes pump station condition assessment*
- *Assumes existing storm drain modeling is available on a publicly available platform, or other platform that does not incur cost associated with a new license. If not available, this scope excludes the development of system-wide storm drain modeling. This is available to be scoped separately should the project location warrant the effort due to pump station impacts and/or impacts to a deficient upstream system.*

Task 3: Design

3.1 Field Investigations

Geotechnical Investigation: One (1) geotechnical boring will be completed at the selected site of the FCS. The boring will be advanced at least 5' below the bottom of the proposed device to a maximum depth of 35 feet. This task includes required local drilling permits and bore hole backfilling per local standards. Based on preliminary locations, an encroachment permit and traffic control are not anticipated. Geotechnical design recommendations will be provided, including bedding, anchoring, and backfilling the device, as well as recommendations for temporary shoring. The geotechnical investigation report will include a description of site soils and regional geology necessary to support permit applications in Task 4.

Topographic Survey and Boundary Research: A topographic survey will be conducted at the project site to determine ground surface information. Manholes will be dipped, and wet and dry utilities will be mapped based on research requests and USA markings. Utility research will be performed, local agencies will be coordinated with to confirm available utility information to be included in the base map. Property line research will be performed, and title report will be obtained. The resulting right-of-way and easement information will be located on the topographic survey. Topographic survey will be performed on a known datum.

Utility Locating: Both USA and private underground utility locating will be performed at the selected project site. This includes potholing up to five (5) underground utilities adjacent to the proposed device to determine exact location, depth and size. This includes pothole backfilling per local standards. This excludes traffic control and encroachment

permits as it is assumed the potholes will be located off of the City roadway right-of-way. Private underground utility locating will be performed prior to geotechnical boring and site survey.

Deliverables:

- *Topographic ground survey in CAD and PDF format*
- *Boundary Research and property line delineation based on research in CAD and PDF format*
- *Utility research results and coordination letters*
- *Geotechnical Investigation report including boring logs*
- *Potholing report*

Assumptions and Exclusions:

- *Does not include a boundary survey.*
- *Excludes shoring design, which is assumed to be completed by the contractor. Shoring recommendations and specifications are included in this scope.*
- *Assumes the site will be on publicly owned property, property acquisition excluded*
- *Traffic control plans and encroachment permits*
- *Environmental sampling of soils excluded*

3.2 Design Documents

A site visit will be conducted at the selected location after the topographic survey and right of way research to review the location for utility conflicts, drainage, dewatering and/or access for maintenance, accessibility, potential environmental impacts, and constructability.

65% Design: design plans will be developed on 22"x34" titleblock provided by the City. This will include the topographic survey. A technical specification outline will be developed following Caltrans standards. A construction cost estimate will be developed. This includes development of a draft design report which includes hydraulic and device sizing calculations, as well as the design of the system for dewatering for maintenance as necessary.

This includes the following construction sheets:

- Title Sheet
- Notes
- Plan and Profile
- Details
- Erosion Control
- Traffic Control

95% Design: design plans will be developed, including comments by stakeholders on the 65% plans. Includes written response to comments. The geotechnical study recommendations will be incorporated as well as potholing data. This includes development of 95% specifications per Caltrans standards as provided by the City. The design report and cost estimate will be updated.

100% Design: design plans will be developed, including comments by stakeholders on the 95% plans. Includes written response to comments. This includes development of 100% specifications and schedule of bid items and quantities. Includes review of the design by geotechnical engineer. The design report and cost estimate will be updated. Includes written response to comments.

Bid Set: Final bid set will be developed, incorporating all comments on the 100% set.

Deliverables

- *One (1) site visit with City*
- *65%, 95%, 100% Design documents (CAD, PDF, word, excel)*

- *Stamped and Signed Bid Documents in electronic format*

Assumptions and Exclusions:

- *Excludes development of a SWPPP. Assumed to be included as a front-end specification requirement for the contractor.*
- *Excludes post construction water quality treatment as it is assumed not to be needed*
- *Excludes development of the front-end specification which is assumed to be completed by the City except for the schedule of bid items.*
- *Assumes the City will be responsible for coordinating any necessary utility relocation*
- *Assumes the device will be pre-cast and no structural engineering consultant services are needed*

Task 4: Environmental Documentation

Based on the results of Tasks 1-3, the consultant will work with the City to determine what federal, state, and local permits are specifically required for the proposed project, and if further technical studies are required (such as an aquatic resources delineation) to support such permits, and if the Project is excluded from using a Categorical Exemption (CE) per CEQA Guidelines Section 15300.2. If additional technical studies, CEQA analysis (Initial Study/Mitigated Negative Declaration, IS/MND) and permits cannot be avoided, any additional work will be scoped at this time.

For the purposes of developing this scope of work it is assumed the Project will qualify for one or more categorical exemptions per CEQA Guidelines Sections 16301, 15302, 15303, and/or 15304, and no permits will be required.

NCE can provide noticing, filing, and assistance with staff reports and resolutions as needed by the City. The consultant will prepare for and assist the City with a presentation at one Marin Project Coordination meeting, if needed.

Deliverables:

- *Notice of Exemption and Administrative Record*
- *Depending on the extent of environmental issues at the preferred location, optional attendance and presentation at one Marin Project Coordination meeting*

Assumptions and Exclusions:

- *Excludes NEPA documentation, available at request of the City to be scoped separately*
- *The CEQA Environmental Document will be a CE. If site resources or project impacts require a higher level of CEQA compliance, see Task 8 (optional)*

<p style="text-align: center;">San Rafael MCSTOPPP Full Trash Capture Device Project Fee September 22, 2020</p>		Schedule of Hours and Rates by Task					NCE (Environmental Consultant)	Kier & Wright (Surveyors)	Cal Eng & Geo (Geotechnical Engineers)	BessTest Labs (Pothing)	Subsulant Markup (10%)	Total
		Schaaf & Wheeler				Schaaf & Wheeler Subtotal						
		Principal Project Manager	Senior Project Manager	Associate Engineer	Assistant Engineer							
Task	Hourly Rate	\$240	\$225	\$190	\$175							
Task 1	Project Management	8	16	0	0	\$ 5,520	\$ 1,125	\$ -	\$ -	\$ -	\$ 113	\$ 6,758
1	Coordination & Project Management	2	10			\$ 2,730	\$ 1,125				\$ 113	\$ 3,968
2	Three (3) Progress Meetings	6	6			\$ 2,790					\$ -	\$ 2,790
Task 2	Feasibility Analysis	2	18	18	32	\$ 13,550	\$ 11,465	\$ -	\$ -	\$ -	\$ 1,147	\$ 26,162
1	Site Visits & Data Base Searches		2	2		\$ 830	\$ 4,870				\$ 487	\$ 6,187
2	35% Schematic Drawings		4		32	\$ 6,500					\$ -	\$ 6,500
3	Draft Feasibility Study	1	8	12		\$ 4,320	\$ 5,335				\$ 534	\$ 10,189
4	Final Feasibility Study	1	4	4		\$ 1,900	\$ 1,260				\$ 126	\$ 3,286
Task 3	Design Development	8	48	108	68	\$ 45,140	\$ -	\$ 14,700	\$ 24,000	\$ 9,095	\$ 4,780	\$ 97,715
1.1	Geotechnical Investigation		2			\$ 450			\$ 24,000	\$ 1,400	\$ 2,540	\$ 28,390
1.2	Topographic Survey and Boundary		2			\$ 450	\$ 12,000				\$ 1,200	\$ 13,650
1.3	Utility Locating		2			\$ 450	\$ 2,700		\$ 7,695		\$ 1,040	\$ 11,885
2.1	65% Design Documents	2	16	40	40	\$ 18,680					\$ -	\$ 18,680
2.2	95% Design Documents	2	10	32	12	\$ 10,910					\$ -	\$ 10,910
2.3	100% Design Documents	2	8	20	8	\$ 7,480					\$ -	\$ 7,480
2.4	Bid Plans, Estimate and Specifications	2	8	16	8	\$ 6,720					\$ -	\$ 6,720
Task 4	Environmental Documentation	0	2	0	0	\$ 450	\$ 4,055	\$ -	\$ -	\$ -	\$ 406	\$ 4,911
1	CEQA CE and no permits		2			\$ 450	\$ 4,055				\$ 406	\$ 4,911
TOTAL		18	84	126	100	\$64,660	\$16,645	\$14,700	\$24,000	\$9,095	\$6,444	\$ 135,544



SAN RAFAEL CITY COUNCIL AGENDA REPORT	
Department: Public Works	
Prepared by: Bill Guerin, Director of Public Works	City Manager Approval:

TOPIC: PUBLIC SAFETY CENTER STREET RESURFACING NOTICE OF COMPLETION

SUBJECT: ACCEPT COMPLETION OF THE PUBLIC SAFETY CENTER STREET RESURFACING PROJECT (CITY PROJECT NO. 11377), AND AUTHORIZE THE CITY CLERK TO FILE THE NOTICE OF COMPLETION

RECOMMENDATION: Accept completion of the Public Safety Center Resurfacing Project and authorize the City Clerk to file the Notice of Completion.

BACKGROUND: In December 2017, construction commenced for the Measure E-funded Public Safety Center (PSC), a new state-of-the-art facility for police headquarters and public safety services. On August 26, 2020, the City’s PSC achieved final completion. Due to the lengthy construction of the building and the increased demand from fire trucks and heavy vehicles stationed at the PSC, staff determined that streets neighboring the PSC needed substantial rehabilitation. Most of these streets needed pavement rehabilitation prior to construction of the PSC, however, because of heavy construction equipment utilizing these streets over many months, the pavement sustained additional damage requiring rehabilitation at this time.

Subsequently, Public Works developed a resurfacing project which included the resurfacing of the following streets: C Street from Fourth Street to Mission Avenue, Fifth Avenue from A Street to the Mount Tamalpais Cemetery, D Street from Fourth Street to Fifth Avenue, and Vía Sessi. In addition, this project included the conversion of C Street and D Street from one-way roads into two ways roads so emergency vehicles exiting the PSC can access roads easily and maintain higher response times. The project also included the construction of a small retaining wall at the end of Vía Sessi and the installation of an ADA compliant bulb out at the southwest corner of D Street and Fifth Avenue.

On May 19, 2020, the project was advertised in accordance with San Rafael’s Municipal Code, and on June 3, 2020 at 10:00 AM, sealed bids were publicly opened and read aloud. On [June 15, 2020](#), the City Council adopted a resolution authorizing the City Manager to enter into an agreement with the low bidder, ERA Construction, Inc., in the amount of \$539,899 and approving a construction contingency of \$90,109, for a total appropriation amount of \$630,000. On May 19, 2020, construction commenced, and all work was completed on August 5, 2020.

ANALYSIS: Pursuant to Civil Code Section 3093, the City is required to record a Notice of Completion upon City acceptance of the improvements. This acceptance initiates a time period during which project

FOR CITY CLERK ONLY

File No.:

Council Meeting:

Disposition:

subcontractors may file Stop Notices seeking payment from the City from the funds owed to the Contractor for the project work.

FISCAL IMPACT: No fiscal impact is associated with this report. The project was funded by the Gas Tax fund (Fund No. 206).

RECOMMENDED ACTION: Accept completion of the Public Safety Center Resurfacing Project and authorize the City Clerk to file the Notice of Completion.

ATTACHMENTS:

1. Notice of Completion

Recording Requested By:
The City of San Rafael

When Recorded Mail To:
Lindsay Lara, City Clerk
1400 Fifth Avenue
San Rafael, CA 94901

EXEMPT FROM RECORDING FEES PER
GOVERNMENT CODE §§ 6103, 27383

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

NOTICE OF COMPLETION
Civil Code §§ 8182, 8184, 9204, and 9208

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is the agent of the owner of the Project described below.
2. Owner's full name is City of San Rafael ("City")
3. City's address is 1400 5th Ave, San Rafael, CA 94901
4. The nature of City's interest in the Project is:
___ Fee Ownership ___ Lessee X Other: Public Right of Way Easement
5. Construction work on the Project performed on City's behalf is generally described as follows: Resurfacing roadways adjacent to the City's Public Safety Center, the construction or accessible curb ramps, reconstruction of commercial driveway, and construction of small retaining wall.
6. The name of the original Contractor for the Project is: ERA Construction Inc.
7. The Project was accepted as complete on: August 5, 2020.
8. The Project is located at: Fifth Avenue and D Street, and streets adjacent to the City's Public Safety Center at 1375 Fifth Avenue, San Rafael, CA.

Verification: In signing this document, I, the undersigned, declare under penalty of perjury under the laws of the State of California that I have read this notice, and I know and understand the contents of this notice, and that the facts stated in this notice are true and correct.

Date and Place

Bill Guerin, Director of Public Works

*EXEMPT FROM NOTARY ACKNOWLEDGMENT REQUIREMENTS PER
GOVERNMENT CODE § 27287 AND CIVIL CODE § 9208*



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Community Development

Paul A. Jensen

Prepared by: Paul A. Jensen
Community Development Director
Barry Miller, Consulting Project Mgr.

City Manager Approval: _____

AS

TOPIC: GENERAL PLAN 2040 / DOWNTOWN PRECISE PLAN

SUBJECT: GENERAL PLAN 2040 PROGRESS REPORT #5

RECOMMENDATION:

Accept Report.

BACKGROUND:

Staff is providing the fifth Progress Report (Progress Report #5) to the City Council on the San Rafael General Plan 2040 Update. The Progress Report provides an opportunity to brief the City Council on the status of the project and solicit input on upcoming milestones. Progress Report #1 was presented to the City Council on [March 4, 2019](#). Report #2 was presented on [July 15, 2019](#). Progress Report #3 occurred on [December 2, 2019](#) and covered activities completed between July and November 2019. Progress Report #4 was delivered on [July 6, 2020](#) and focused on new transportation standards.

This fifth report includes a discussion of the following topics

- Status of General Plan 2040
- Status of Downtown Precise Plan
- Status of Environmental Impact Report
- Status of Transportation-Related General Plan Deliverables (TIS Guidelines, Fee Update)
- Schedule and Process for Adoption

Each of the listed topics is discussed below.

A separate staff report has been prepared to update the City Council on initiatives related to Sea Level Rise. These initiatives are part of the General Plan Update and are referenced in two reports that will become appendices to General Plan 2040.

FOR CITY CLERK ONLY

File No.: _____

Council Meeting: _____

Disposition: _____

1. General Plan 2040

General Plan 2040 was launched in December 2017. The updated Plan moves the time horizon forward to 2040, edits the Plan to reflect current conditions and forecasts, and adds new elements to comply with State law. While the update is primarily a “refresh” of the existing plan rather than a brand-new plan, changes to the document address the evolving state of the city and region, and cover issues such as climate change, social equity, and emerging transportation technology. The three-year planning process gathered and analyzed data on these issues; audited each goal, policy, and action in the existing General Plan; and added new and updated policies.

The City Council appointed a 24-member Steering Committee, representing a wide range of advocacies in our community, to guide the Plan Update process. The Steering Committee was supplemented by 22 Alternates. The Committee met 25 times between January 2018 and June 2020; the last three meetings took place virtually as Zoom webinars. All Committee meetings were open to the public. Each meeting was three hours long and included discussion of key planning issues as well as existing and proposed goals, policies, and programs. Policies were developed through an iterative process involving multiple rounds of review and comment by Committee members. The Committee was not established as a recommending body, but rather a sounding board to express the diverse range of opinions relative to long-range planning policies. There was rarely full consensus, but all opinions were heard and considered.

In addition to the Steering Committee meetings, Staff also convened community workshops on the General Plan, including formal meetings at community centers and informal “pop-up” workshops at Farmers Markets and the Downtown Art Walk. The outreach program also included storefront exhibits, youth participation exercises, and attendance at numerous meetings of neighborhood associations, civic organizations, and City boards and commissions. The City created a website for the project, including a link to a related [interactive website](#) that has attracted more than 300 subscribers. Staff has also solicited input from other public agencies, such as the County, the School Districts, and the Transportation Authority of Marin. Community engagement also included a Spanish language engagement program conducted in collaboration with Canal Alliance, with the outcomes summarized in a [survey report](#).

The General Plan is organized into “elements” or topical chapters. A comparison of the elements in General Plan 2020 and the new General Plan 2040 is provided in Table 1. General Plan 2040 maintains most of the 2020 elements, but includes a few changes:

- The Air and Water Quality Element has been incorporated into the Conservation Element. The scope of the Conservation Element has also been expanded to specifically address Climate Change, and its goals and policies have been aligned with the Climate Change Action Plan.
- Sustainability is treated as a “thread” that runs throughout the General Plan, with policies and programs distributed over several elements rather than contained in a single element as they were in General Plan 2020.
- The Community Design Element has been expanded to more comprehensively cover historic preservation.
- The Governance Element has been replaced by an Equity, Diversity, and Inclusion Element, meeting new State requirements to address these issues (as well as environmental justice) in the General Plan.

- The Parks and Recreation Element and the Open Space Element have been combined, recognizing their complementary content.
- The Infrastructure Element has been expanded to also cover Community Services.
- A number of appendices have been added to the Plan, including a Sea Level Rise Adaptation Report, and an Implementation Appendix that identifies responsible parties and timing for key Plan programs.

Table 1: General Plan 2020 and General Plan 2040 Element Comparison

General Plan 2020	General Plan 2040
Land Use (*)	Land Use (*)
Neighborhoods	Neighborhoods
Community Design	Community Design and Preservation
Conservation (*)	Conservation and Climate Change (*)
Air and Water Quality	
Sustainability	
Parks and Recreation	Parks, Recreation and Open Space (*)
Open Space (*)	
Safety (*)	Safety and Resilience (*)
Noise (*)	Noise (*)
Circulation (*)	Mobility (*)
Infrastructure	Community Services and Infrastructure
Culture and Arts	Arts and Culture
Economic Vitality	Economic Vitality
Governance	Equity, Diversity, and Inclusion (*)
Housing (*)	Housing (*)

(*) mandatory element

Like General Plan 2020, the updated General Plan retains a “Neighborhoods” Element. This Element allows citywide policies to be expressed at a more fine-grained level by referencing specific locations and priorities within approximately 33 distinct geographic areas. The element has been reorganized to group neighborhoods into five planning areas. The text has been updated to reflect current data and input from neighborhood organizations across the city. Most of the policy direction provided by General Plan 2020 has been carried forward, although Downtown policies have been updated and there are program recommendations to prepare community plans (potentially precise plans, specific plans, etc.) for the North San Rafael Town Center area and Southeast San Rafael/ Canal.

The General Plan also includes an Introduction and a new “Framework” chapter that summarizes major trends shaping the city as well as Guiding Principles. General Plan 2040 does not include an updated Housing Element, as that will be prepared in 2021-22 in accordance with the regional housing needs assessment now underway.

Each element of the General Plan follows the same basic structure. The content is organized around a set of broad goals related to the topic. Each goal is followed by background information, policies, and programs. The policies provide general direction on day to day activities. The programs indicate specific actions to be carried out to implement the policies. Maps are included throughout the document to communicate policies spatially or provide background data. Text boxes are included to highlight key programs or further explain Plan concepts.

It is important to keep in mind that adoption of the General Plan, in and of itself, does not immediately change City rules, regulations or procedures. The Plan is intended as a road map for the next 20 years. The programs identified in the document reflect measures to be taken between now and 2040 to achieve the goals. Implementation of these programs will require future staff time and financial resources.

General Plan 2040 includes an updated Land Use Map for San Rafael. The Map uses 20 color-coded categories to illustrate the land uses and densities (or intensities) permitted across the Planning Area. Several changes to the category definitions have been made, and a number of categories on the 2020 General Plan Map have been consolidated. Densities are now expressed using net density rather than gross density.¹ This does not change the number of units permitted, but better aligns the General Plan densities with the Zoning Ordinance and is more consistent with best practices for communities with similar development patterns to San Rafael. The changes to the Map will have little effect on the built environment, as few substantive changes are proposed.

General Plan 2040 recognizes that San Rafael is a mature city with few vacant tracts of land for development. In general, it reinforces existing land use policies. Future development is focused on infill sites in Downtown, the Northgate (North San Rafael Town Center) area, and the Southeast San Rafael commercial and industrial districts. A “sea level rise” overlay has been added to the map, showing areas that may be impacted by sea level rise by 2050. The Draft Plan includes a number of priority actions, including preparation of plans for the Priority Development Areas (PDAs) recently designated at Northgate and Southeast San Rafael.

Status of Key Work Products

A project website (www.sanrafael2040.org) was created at the start of the General Plan Update process and has been updated regularly throughout the project. The website includes a “[Documents](#)” tab that includes a number of work products currently available for review. In May 2020, the City posted the draft General Plan 2040 goals, policies, and programs to the website. Comments on this draft were received over the summer and incorporated into the Public Review Draft.

The City published Chapters 1-9 of the General Plan on October 2, 2020. Chapters 10-14 were published on October 16, 2020. The elements may be downloaded from the project website as PDF files. The website also includes the [Draft 2040 Land Use Map](#), which the City Council discussed in February 2020. The website also contains a series of “Existing Conditions” reports covering topics such as land use, parks and recreation, demographics, and environmental justice.

2. Downtown Precise Plan

In 2018, City of San Rafael received a \$500,000 grant from the Association of Bay Area Governments/ Metropolitan Transportation Commission (ABAG/ MTC) to prepare a Precise Plan for Downtown San Rafael. The intent was to update the existing Downtown Plan, which had been prepared in 1993, and to incorporate the more recent [Downtown SMART Station Area Plan](#) (2012) as well as other plans and studies for Downtown completed over the last few years (Parking and Wayfinding Study, Bicycle and Pedestrian Master Plan, etc.). The grant created “collateral” opportunities, such as updating the inventory of Downtown historic resources, and developing new zoning regulations for Downtown that are more responsive to the area’s context and scale.

¹ Gross density includes streets, easements, and undevelopable areas. Net density excludes these areas.

In January 2019, the City retained Opticos Design, Inc. (Opticos) as the Downtown Precise Plan consultant. Opticos surveyed existing conditions, reviewed the 1993 and 2012 Plans, and convened a four-day design “charrette” in May 2019, soliciting input on Downtown’s future from several hundred participants. They subsequently developed design concepts and ideas, tested these ideas through a community process, and developed a draft Precise Plan. Concurrently, an updated field survey of Downtown historic resources was completed, facilitating future historic preservation activities while creating development streamlining opportunities on non-historic sites. A Working Draft Plan for staff review was completed in April 2020.

In May 2020, City Staff reviewed the Working Draft and provided extensive comments to the consultants. Staff determined that the Working Draft would benefit from further review and discussion by the General Plan 2040 Steering Committee and formed an ad hoc sub-committee comprised of six members of the Steering Committee. The sub-committee met with staff and the consultants four times during July and August 2020 and provided additional direction. Final revisions will be completed by the end of October. Staff expects to release the Draft Downtown Precise Plan for public review in mid-November. An appendix to the document includes detailed historic resource data for Downtown.

The Draft Downtown Precise Plan includes nine chapters. Following an introduction and “existing conditions” discussion, the Plan provides design principles and a design vision for Downtown. It identifies four subareas: (a) Transit Village; (b) Downtown Core; (c) West End Village; and (d) Montecito Commercial area. Illustrative design concepts for each subarea show public improvements such as new plazas and bike paths and private improvements such as infill development and adaptive reuse of historic buildings. The overall intent is to make Downtown more walkable, attractive, economically successful, and sustainable.

Chapter 5 of the Precise Plan covers historic preservation. The chapter describes the findings of the 2019 historic resources survey and presents recommendations for amending the City’s Historic Preservation Ordinance. It includes strategies to preserve historic resources and ensure that adaptive reuse of older structures makes economic sense.

Chapter 6 addresses Transportation and Parking. It evaluates the Downtown circulation system and identifies improvements to make walking and bicycling safer and more convenient. It also responds to vehicle circulation issues, and the need to improve access to transit (including “last mile” trips to and from the Transit Center/ SMART station). The Plan incorporates recent recommendations from the Third Street corridor improvement program and the 2018 Parking and Wayfinding study.

Chapter 7 of the Precise Plan is an affordable housing and anti-displacement strategy. The chapter recognizes the importance of affordable housing to Downtown and the need to preserve existing affordable housing resources. Chapter 8 provides an implementation strategy, including economic development actions and potential capital improvements.

The final chapter of the Precise Plan is a Form Based Code. The Code will replace existing zoning regulations for Downtown, and is focused on the physical form (height, mass, bulk, setbacks, etc.) of buildings rather than the uses that occur within those buildings. In some respects, the Code is more flexible than the existing Code (particularly with respect to uses). In other respects, it is more prescriptive, as it identifies specific requirements for building frontages, step backs (recessing of upper floors), and treatment of historic properties. The trade-off for the prescriptive requirements is a streamlined review process for conforming projects, and a more pedestrian-friendly building form that enhances the character of Downtown.

Status of Key Work Products

Staff anticipates that the Downtown Precise Plan will be published as a Public Review Draft in mid-November 2020. In the interim period, supporting work products are available on the General Plan website. These include the [Downtown Profile Report](#), the [Downtown Options Report \(part 1\)](#) and [\(part 2\)](#), and a [PowerPoint presentation](#) highlighting the recommendations of the proposed Plan. In addition, Opticos has prepared a [six-part video tutorial](#) on Form Based Codes for the City, which is available on [YouTube](#).

3. Environmental Impact Report.

A program-level Environmental Impact Report (EIR) is being prepared to identify potential impacts and mitigation measures associated with adoption of the General Plan 2040 and Downtown Precise Plan. The EIR evaluates the impacts of adding approximately 4,400 housing units and 4,100 jobs across the San Rafael Planning Area over a 20-year period. It is estimated that roughly half of this increase will occur within the Downtown Precise Plan boundaries. Accordingly, each section of the EIR includes an evaluation of citywide impacts and then an evaluation of Downtown impacts.

All required CEQA topics are addressed in the EIR. Where potential significant impacts are identified, mitigation measures are identified. The EIR reflects recent State requirements for addressing transportation impacts (SB 743), which prohibit the use of Level of Service (LOS) as a metric for evaluating significant impacts and instead require the use of Vehicle Miles Traveled (VMT). The City Council has held several hearings in the last year to discuss this transition.

Status of Key Work Products

The Draft EIR has not yet been published. Staff has been reviewing Administrative Draft chapters since June 2020 and providing feedback to the consultants. The anticipated publication date for the document is November 13, 2020.

Once the Draft EIR is released, a 60-day public comment period will begin (ending January 14, 2021). The Draft EIR will be circulated to state agencies, as well as other local governments, service providers, special districts, and Native American tribal representatives. Public comment also will be invited during this time. At the conclusion of the comment period, written responses to comments will be provided and appropriate revisions to the Draft EIR will be made. A Final EIR (FEIR) will be prepared for Planning Commission consideration and Council adoption.

4. Transportation-Focused Initiatives

The General Plan Update includes two concurrent transportation initiatives, each discussed below:

- Update of the Traffic Mitigation Fee to reflect General Plan 2040
- Implementation of Vehicle Miles Traveled (VMT) standards for environmental review and updated requirements for traffic studies for proposed development projects

Transportation Fees. San Rafael's traffic mitigation fees were enacted in 1988 in connection with General Plan 2000. Like General Plan 2000 and General Plan 2020, the new General Plan 2040 includes a list of needed transportation improvements and a program for partially covering the cost of these improvements through a development impact fee. Assembly Bill 1600 allows cities to collect

impact fees to offset the impact that new development has on public services and infrastructure, including transportation facilities.

Working in collaboration with City staff, the City's traffic consultant, Fehr & Peers, has developed a list of needed improvements along with preliminary cost estimates. The improvements include unbuilt (but still needed) projects carried forward from General Plan 2020, as well as projects in the City's Bicycle and Pedestrian Master Plan and other transportation-related plans. They also reflect the findings of the traffic analysis completed as part of General Plan 2040. Staff and the consultants are in the process of determining potential adjustments to existing fees and will be bringing a proposal to the Council for consideration in early 2021. The objective is to adopt the updated fees concurrently with General Plan 2040.

VMT and LOS Standards. As the City Council is aware, recent State legislation stipulates that the City may no longer use Level of Service (LOS) as the standard for determining whether new development has a significant transportation impact under the California Environmental Quality Act (CEQA). Consistent with SB 743, the City has shifted to a new CEQA standard based on Vehicle Miles Traveled (VMT). In other words, the significance of a proposed project is evaluated based on the total number of vehicle miles (e.g., the amount of driving) it may induce once it is completed. The Council had several meetings in 2019 and early 2020 to discuss proposed new VMT standards.

At prior hearings on this topic, the Council has also expressed its interest in retaining Level of Service (LOS) as a planning and development review tool. General Plan 2040 follows this direction and includes both VMT and LOS standards. The intent of the VMT standards (in addition to CEQA compliance) is to support City efforts to reduce greenhouse gas emissions by reducing trip lengths and making it easier to walk, bicycle, and use transit. The intent of the LOS standards is to manage congestion and ensure that new development contributes to the cost of improving the transportation network to reduce delays. Even in Downtown San Rafael, where LOS standards will not apply, traffic studies will continue to be required to determine the need for localized transportation improvements.

Given the complexity of the new requirements and their potential to increase development costs, staff (through its consultant) is preparing traffic impact study (TIS) guidelines for Council consideration. Preparation of TIS guidelines was also requested by the public during comments made at prior Council hearings on VMT and LOS. The intent of the guidelines is to clearly lay out the City's expectations and requirements for both VMT analysis and LOS analysis. One of the objectives of the TIS guidelines is to ensure that the requirements support the City's development objectives, and do not create a cost burden for desirable projects.

Staff anticipates bringing the TIS Guidelines forward for further Council discussion in late 2020 or early 2021.

ANALYSIS:

A preliminary schedule for General Plan Adoption process has been prepared. A briefing to the Planning Commission took place on [September 15, 2020](#), formally beginning the process. The Planning Commission is the formal hearing body for the General Plan, Downtown Precise Plan, and EIR and will make a recommendation to the City Council (via a series of resolutions) at the end of its hearing process. The City Council will then conduct additional hearings and is ultimately responsible for adopting the Plans and the EIR. Staff will provide progress reports to the City Council during the Planning Commission review process as needed.

Given the size and complexity of the General Plan, Downtown Precise Plan, and EIR, the documents are being released in phases. As noted earlier in this report, General Plan 2040 has recently been posted to the City's website and is now available for public review.

The Downtown Precise Plan and EIR are tentatively planned for publication in mid-November 2020. The Planning Commission will convene at least five public hearings on these documents, and potentially more if needed.

Staff anticipates that the Planning Commission will conduct its first public hearing on the General Plan on October 27, focusing on the first half of the document. Its second public hearing will be on November 12 (a Thursday, due to a furlough on the regular meeting date), covering the second half of the document (and follow-up to questions or earlier comments about the first half).

We anticipate release of the Draft Downtown Precise Plan and the Draft Environmental Impact Report (DEIR) on or around November 13, 2020. The DEIR will be filed with the State Office of Planning and Research (OPR) Clearinghouse at that time, beginning a 60-day public comment period that will conclude on January 14, 2021. These dates are tentative and are subject to change.

The Planning Commission will take up the Downtown Precise Plan at its December 15, 2020 meeting. The December meeting will also provide an opportunity for follow-up on issues raised at the October and November hearings on the General Plan. An opportunity to provide comments on the EIR will be available at the January 12, 2021 meeting. The January 12th meeting will also provide an opportunity for follow-up discussion on the Downtown Precise Plan, primarily on the Form Based Code. If needed, another meeting on the Form Based Code and final direction on the Downtown Plan will be scheduled for January 26, 2021.

Tentatively, Commission action on resolutions forwarding the General Plan, Downtown Precise Plan, and EIR to the City Council would occur in March 2021, following completion of the Final EIR and any necessary revisions to the General Plan and Downtown Precise Plan. It is expected that major issues will be resolved through the Commission hearings, allowing for a smaller number of Council hearings. Council hearings are projected to occur in April and May, with adoption in May.

COMMUNITY OUTREACH:

A public notice of this meeting was mailed to stakeholders, agencies and special interest groups 15-days prior to this meeting (Attachment 1). Those noticed included, among others, all neighborhood associations in the city, the San Rafael Chamber of Commerce, and members of the General Plan 2040 Steering Committee. Notice of this report was also provided on the General Plan 2040 [meetings and events webpage](#).

FISCAL IMPACT:

This progress report is informational and has no fiscal impact on the City budget.

RECOMMENDED ACTION:

Accept Report

ATTACHMENTS:

1. Meeting Notice



NOTICE OF PUBLIC HEARING – CITY COUNCIL

You are invited to view and participate online for the City Council hearing on the following project:

PROJECT: PROGRESS REPORT #5 ON SAN RAFAEL GENERAL PLAN 2040- An update on General Plan 2040 will be presented to the City Council, including the Downtown Precise Plan and Form Based Code, Environmental Impact Report, Traffic Impact Fee study, and upcoming adoption schedule. The report will include introduction on the upcoming release of public review drafts of the Draft General Plan 2040, Downtown Precise Plan and EIR. Following the presentation of the Progress Report, the City Council will be presented with a summary of the Sea Level Rise Adaptation Report and Study, which have been prepared for the General Plan 2040. Case Nos.GPA16-001 & P16-013.

State law (California Environmental Quality Act) requires that this project be reviewed to determine if a study of potential environmental effects is required. It has been determined that this project, which is an informational report, will have no physical impact on the environment. This informational report is classified as a planning study, which qualifies for a Statutory Exemption from the provisions of the California Environmental Quality Act Guidelines under 14 CRR Section 15262.

MEETING DATE/TIME/LOCATION: Monday, October 19, 2020, 7:00 p.m. COVID-19 ADVISORY NOTICE: Consistent with Executive Orders No's.-25-20 and N-29-20 from the Executive Department of the State of California and the Marin County 3/16/20 Shelter in Place Order, the City Council hearing of October 19, 2020 WILL NOT be physically open to the public and the meeting will be streamed live to YouTube at www.youtube.com/sanrafael. Instructions on how to participate online, will be available on the YouTube channel.

FOR MORE INFORMATION: Contact **Barry Miller**, Project Manager, at **(415) 485-3423** or barry.miller@cityofsanrafael.org. Please note that City offices are currently closed to public walk-in, but you may contact the planner for more information. You may also view the staff report after 5:00 p.m. on the Friday before the meeting at <http://www.cityofsanrafael.org/meetings>.

WHAT WILL HAPPEN: You can comment on the informational report and options presented in the report. The City Council will consider all public testimony. However, as this item is an informational report, no formal action will be taken by the City Council.

IF YOU WANT TO COMMENT: You may provide comments to the planner using the contact information listed above prior to the meeting. You may also comment on line during the meeting using a chat feature on YouTube or through a conference call (number will be provided on agenda)

At the above time and place, all letters received will be noted and all interested parties will be heard. If you challenge in court the matter described above, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered at, or prior to, the above referenced public hearing (Government Code Section 65009 (b) (2)).

Appeals of decisions by the Planning Commission to the City Council shall be made by filing a notice thereof in writing with the required fee to the Planning Division of the Community Development Department within 5 working days of a decision involving Title 14 (Zoning) (SRMC Section 14.28.030) or within 10 calendar days of a decision involving Title 15 (Subdivisions) (SRMC 15.56.010).

Language interpreters and assistive listening devices may be requested by calling (415) 485-3066 (voice), emailing Lindsay.Jara@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. Public transportation is available through Golden Gate Transit, Line 22 or 23. Paratransit is available by calling Whistlestop. Wheels at (415) 454-0964. To allow individuals with environmental illness or multiple chemical sensitivity to attend the meeting/hearing, individuals are requested to refrain from wearing scented products.



SAN RAFAEL CITY COUNCIL AGENDA REPORT

Department: Community Development & Public Works

Paul A. Jensen Bill Guerin

Prepared by: Paul Jensen, Comm Dev Director
Bill Guerin, Public Works Director

City Manager Approval: _____

AS

TOPIC: SEA LEVEL RISE ADAPTATION

SUBJECT: INFORMATIONAL REPORT ON FLOOD RISK & SEA LEVEL RISE ADAPTATION REPORT AND SAN RAFAEL SEA LEVEL RISE ADAPTATION TECHNICAL GUIDANCE STUDY PREPARED FOR THE SAN RAFAEL GENERAL PLAN 2040

RECOMMENDATION:

Accept report.

EXECUTIVE SUMMARY:

The Draft General Plan 2040 is complete and has been released for public review. The Safety Element of this document includes seven new policies and 16 new programs that focus on planning for increased flooding and sea level rise. One of the new programs is to prepare a Sea Level Rise Adaptation Plan (Program S-3.6A). This program includes a list of recommended components for this adaptation plan including outreach (community-driven process), creating an inventory of appropriate adaptation measures for vulnerable areas, phasing, and financing. This plan must be coordinated with or incorporated into the adopted San Rafael Local Hazard Mitigation Plan.

To provide initial guidance for developing and adopting a Sea Level Rise Adaptation Plan, two supportive documents have been prepared and will be appended to the General Plan 2040. These documents, the [Flood Risk & Sea Level Rise Adaptation Report](#) (City, 2020) and the [San Rafael Sea Level Rise Adaptation Technical Guidance Study](#) (ESA, 2020) are summarized below. In brief, the former report is intended to “set the stage” in providing initial guidance on how an adaptation plan is to be developed and what is to be included in the plan. The latter ESA study presents suggestions for short-term and longer-term adaptation measures that may be appropriate and suitable for San Rafael. As both documents are informational and supportive to the Draft General Plan 2040, no action is needed at this time except to accept this report. The public will be afforded the opportunity to review and comment on these documents in tandem with commenting on the Draft General Plan 2040. The Final General Plan 2040 and these supportive documents will return to the City Council in Spring 2021 for final review and adoption.

FOR CITY CLERK ONLY

Council Meeting: _____

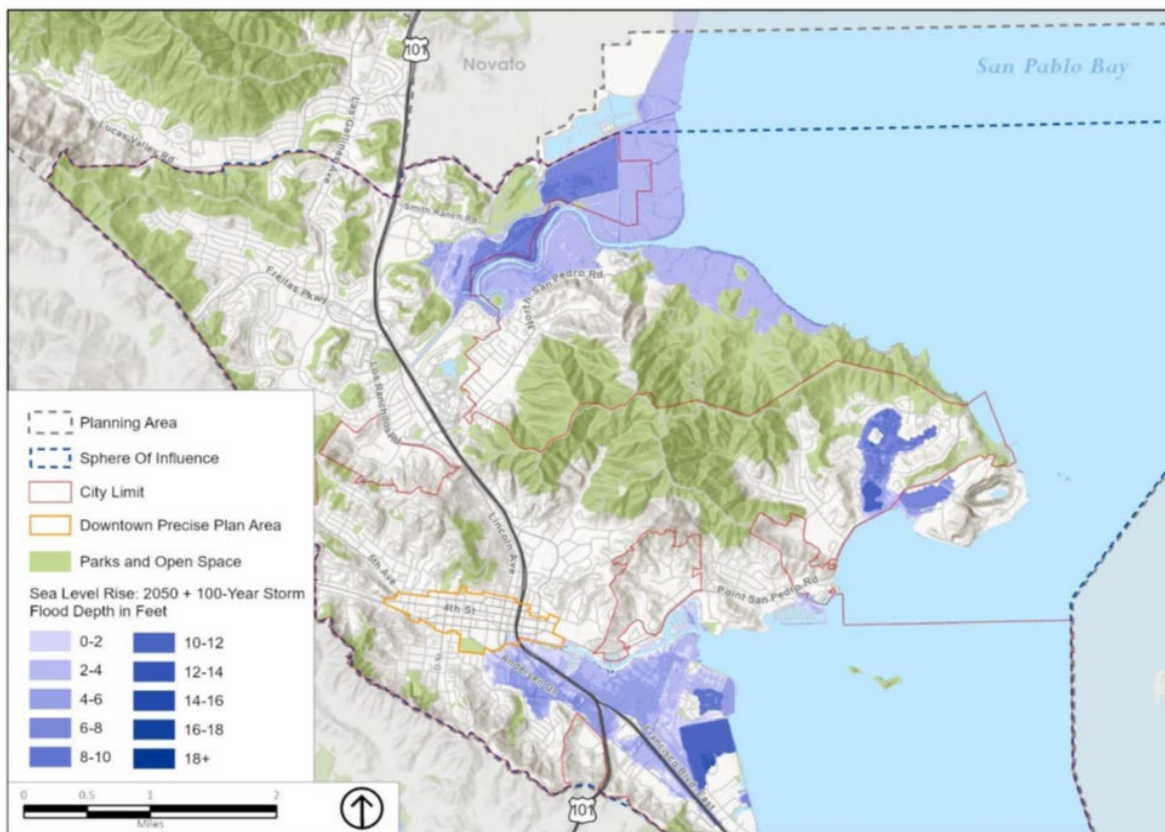
Disposition: _____

BACKGROUND:

Flooding History & Sea Level Rise

Flooding and inundation along the San Francisco Bay and San Pablo Bay shorelines is considered a major hazard throughout the County of Marin, and flooding occurs in these areas due to the high tides and heavy rainfall. There are many low-lying, shoreline areas in San Rafael that were historically marshlands and tidal flats, which were filled in for development. Between 1950 and 2016, Marin County experienced 19 flood events that have been declared federal and/or state disasters. Consequently, large areas within the San Rafael Planning area are subject to mandatory flood insurance required by the Federal Emergency Management Agency (FEMA).

With climate change, it is predicted that sea levels will rise, and flooding will continue to increase. Sea levels have risen an average of eight (8) inches globally in the last century and are projected to rise an additional 40-55 inches by 2100. Sea level rise combined with tidal surges from storm events and/or King Tides has the potential to impact shorelines, coastal communities, and coast side habitats. San Rafael contains many low-lying and shoreline areas that are vulnerable to significant impacts from continued flooding, increased storm surges and sea level rise. In San Rafael, assets that are at-risk include numerous neighborhoods such as: a) the Southeast San Rafael/Canal area which includes a large, densely-populated residential neighborhood of low-income residents, and the highest concentration of businesses serving Marin County, major utilities and public services, and a major transportation network (including US 101 and I-580); b) the San Pedro Peninsula/Pt. San Pedro Road; c) large portions of the Gallinas Creek Basin in North San Rafael; and d) low-lying areas of Downtown near San Rafael and Mahon Creeks.



Climate Adaptation – Sea Level Rise White Paper (2014)

In 2014, the Community Development Department prepared a [white paper](#) on sea level rise. The intent of the white paper was to catalogue the studies and information available at that time to serve as a resource for future adaptation planning efforts related to sea level rise and flood impacts. It included information about agencies and organizations involved in and supporting these efforts, as well as funding opportunities, resources, and available tools. The white paper provides a list of potential next steps for the City to take, including preparing a sea level vulnerability assessment. It also included two appendices: Appendix A- an inventory of San Rafael Levees and Shorelines; and Appendix B- Possible Opportunity Areas for Adaptation.

BayWAVE Project – Marin Shoreline Sea Level Rise Vulnerability Assessment (2017)

In 2017, in partnership with local jurisdictions (including San Rafael), the County of Marin completed and released the Marin Shoreline Sea Level Rise Vulnerability Assessment: Bay Waterfront Adaptation & Vulnerability Evaluation ([BayWAVE](#)). This multi-jurisdictional vulnerability assessment covers the eastern Marin shoreline from the Golden Gate Bridge to the county line north of Novato. The goal of the BayWAVE project has been to increase awareness and prepare for future sea level rise impacts. This vulnerability assessment is an informational document that includes the following:

1. It catalogs impacts using six different projection scenarios across the entire bay shoreline (from a projected 10-inch rise to 60-inch rise inclusive of a 100-year storm surge) to 2030. The model that is used to project inland inundation from the sea level rise scenarios is the CoSMoS model from the US Geological Survey available at the [Our Coast Our Future](#) website.
2. It presents profiles for key assets within vulnerable areas. The asset profiles inventory parcels and buildings, transportation networks, utilities, working lands, natural resources, recreational assets, emergency services, and cultural resources. A profile has been developed for the vulnerable areas within each local jurisdiction/municipality along the bay front. For San Rafael, in the near-term, 449 acres could be exposed to tidal flooding. By the long-term, 1,856 acres could be exposed to sea level rise, and 2,121 acres could be exposed during a 100-year storm surge.

The BayWAVE vulnerability assessment is comprehensive and is an excellent resource. In addition to providing a detailed inventory and profile of assets, the document provides a base for monitoring and future planning for sea level rise. The City will continue to tier from BayWAVE as a foundation for sea level rise planning and adaptation by utilizing the same sea level rise model and projection scenarios; this will facilitate continuity and consistency, and will reinforce future partnering with the County and other neighboring jurisdictions.

The County of Marin pursued a second phase of the BayWAVE project by completing a land use planning guidance in early 2020. [Adaptation Land Use Planning: Guidance for Marin County Local Governments](#) (2020) explores appropriate adaptation land use planning measures for Marin County's bay shoreline based on the BayWAVE Vulnerability Assessment and other research. The guidance presents a range of land use planning tools suitable for local conditions and environment including adaptation measures, regulatory/zoning approaches, taxing methods, and market-based measures for financing adaptation.

Climate Change Action Plan 2030 (2019)

In 2019, the City Council adopted the Climate Change Action Plan 2030 (CCAP 2030). CCAP 2030 acknowledges the need to address and adapt to sea level rise in two implementing programs. First, Program SA-C4 calls for preparing and adapting to sea level rise by taking specific actions such as, among others: a) developing a guidance document for incorporating sea level rise into the City's capital planning process; and b) studying the creation of an overlay zone that would establish standards for developing in areas subject to flooding from sea level rise. Second, Program SA-C5 recommends

pursuing climate change adaptation through measures such as incorporating sea level rise in the City's Local Hazard Mitigation Plan (2018).

General Plan 2040 (2020)

The [Draft San Rafael General Plan 2040](#) is completed and has been released for public review. Following the recommendations of the CCAP 2030 and utilizing the BayWAVE Vulnerability Assessment as a foundation, the Safety Element of the draft General Plan 2040 includes a new goal, Goal S-3, that is specific to addressing and planning for increased flooding and sea level rise resilience. As presented in Attachment 1 (Safety Element Sea Level Rise Policies & Programs), seven policies and 16 programs are recommended to address flooding and sea level rise with focus on: a) awareness and disclosure; b) establishing a framework for regulations; and c) preparing for adaptation planning. More specifically, they include the following:

1. Sea Level Rise Projection Map. Maintaining, utilizing, and periodically updating a Sea Level Rise Projection Map. This map can be used: a) as a resource for public awareness and disclosure; b) to address impacts to future development; c) as a base for establishing an "overlay zone;" d) to identify planned opportunity areas for adaptation; and e) to inform funding and financing decisions for short-term and long-term adaptation projects. Program S.3-1B recommends that sea level rise data be reviewed every five years to determine the need for updates to the Sea Level Rise Projection Map.
2. Assess Sea Level Rise Impacts. Address increased flooding and sea level rise impacts when reviewing development projects and reviewing and funding capital projects. New development and capital projects should incorporate resiliency and adaptation measures into project design.
3. Minimum Construction Elevation. Establishing a minimum, required construction elevation for new development, redevelopment, and substantial additions. Program S-3.5A recommends adopting City code provisions that would increase the required, minimum finished floor elevation three (3) feet above the FEMA 100-year flood elevation requirement. This code provision would be applied to areas prone to sea level rise.
4. Shoreline Levee System. Improve and expand the shoreline levee system. Program S-3.7A recommends that the existing levees, berms, and flood control systems be assessed to identify reaches with the greatest vulnerability, and that levee improvement plans be developed. Program S-3.7B addresses the coordination of and seeking financing for levee improvements.
5. Sea Level Rise Adaptation Plan. Program S-3.6A recommends that a Sea Level Rise Adaptation Plan be prepared and adopted. This program recommends that the plan be developed in coordination with the County and major stakeholders employing a community outreach approach. The plan is to include an inventory of potential sites and areas suitable for adaptation, a menu of adaptation measures and approaches, and financing measures to fund implementation. Programs S-3.6B and S-6.3C call for fostering partnerships with the County of Marin and other stakeholders, as well as working with the County to facilitate the formation of a Countywide Agency/Joint Powers Authority to oversee adaptation planning, financing and implementation. While it is prudent for the City to develop its own adaptation plan, planning and adapting to sea level rise is a countywide challenge that will require countywide coordination, management, and oversight.

The following is a summary of two supportive documents that have been prepared to reinforce the importance of an adaptation plan, and to provide initial guidance for developing and adopting the plan. Both documents are appended to the Draft General Plan 2040.

Flood Risk & Sea Level Rise Adaptation Report (2020)

Since the 2014 release of the Sea Level Rise White Paper, information and data on sea level rise has become more abundant and expansive. One of the more currently developed resources for the San Francisco Bay region is the [Adapting to Rising Tides Bay Area: Operational Landscape Unit Local Assessments](#), which includes an assessment of San Rafael. Building off the more current resources and utilizing the BayWAVE Vulnerability Assessment as a foundation, City staff has prepared the [Flood Risk & Sea Level Rise Adaptation Report](#). The purpose of this report is to “set the stage” in providing initial guidance on how an adaptation plan is to be developed and what is to be included in the plan. The report presents the following suggestions for developing an adaptation plan:

1. **Establish clear objectives.** The California Adaptation Planning Guide (APG) includes a list of best practices for developing objectives for an adaptation plan. This guidance recommends a community-based approach to developing an adaptation plan so as to: a) address equity, engagement and education; b) determine the phasing of adaptation implementation (short-term to long-term); c) identify adaptation measures that are appropriate for the community conditions; and d) identify measures that have multiple benefits. Regarding the latter, the adaptation plan may be structured to address an “all hazard” approach as planning for increased flooding and sea level rise may also need to consider an increase in extreme heat days so that adaptation opportunities are not missed. For this reason, a plan for sea level rise adaptation should be coordinated with or incorporated into the adopted San Rafael Local Hazard Mitigation Plan (2018).
2. **Utilize Adaptation Land Use Planning – Guidance for Marin County Local Governments.** As discussed above, this Guidance identifies a range of land use planning tools.
3. **Identify policy and regulatory measures.** Some of these measures, such as adopting a sea level rise overlay zone and a minimum construction elevation are recommended in the Draft General Plan 2040 policies and programs (see Attachment 1).
4. **Identify the appropriate adaptation tools and strategies.** The report includes a menu of strategies that may be appropriate for San Rafael’s conditions and challenges. These strategies include nature-based measures (e.g., ecotone levees, retreat to tidal marsh, creek-to-bay lands restoration) and grey infrastructure (e.g., engineered barriers, levees, and elevating development).
5. **Identify financing measures and funding sources for implementation.** The report lists numerous financing measures such as developing a special tax (e.g., Measure AA – San Francisco Bay Clean Water, Pollution Prevention, and Habitat Restoration Measure, \$12/year parcel tax) and establishing a Geologic Hazard Abatement District (GHAD).

The report includes suggestions for pursuing the “next steps” in developing an adaptation plan. The adaptation plan is required to be developed in accordance with the SB 379 legislation, which requires local jurisdictions follow the California Adaptation Planning Guide (APG), which outlines a four-phased step-by-step planning process.

San Rafael Sea Level Rise Adaptation Technical Guidance Study – ESA (2020)

In February 2019, the Department of Public Works retained Environmental Science Associates (ESA) to develop a [sea level rise adaptation technical guidance study](#) with the following objectives:

1. Assess existing flood risk and flood risk that includes future sea level rise projections;
2. Develop reasonable and feasible sea level rise adaptations appropriate to the City’s shoreline;

3. Evaluate adaptation measures to characterize the measures' cost and benefits; and
4. Integrate recommended measures into a phased adaptation plan to guide implementation.

This technical guidance study advances the BayWAVE mapping by providing vulnerability information at a more granular City scale and recommending City-specific adaptation measures to address flood hazards.

The study considered a range of citywide and region-specific focus areas and adaptation measures. The three citywide focus areas each require long-term planning and future studies. This included the San Rafael Creek (Canal), the citywide zoning plans with respect to sea-level rise, and the City's pump stations:

- The Canal is a significant source of flood vulnerability for both the Canal neighborhood and Downtown. Addressing this vulnerability is complicated by private ownership of its shoreline. The study identifies flood barriers and raising parts of the shoreline as possible long-term adaptations whose feasibility should be further studied.
- The study supports the City's inclusion of sea-level rise overlay maps to assist with zoning, which would identify properties along the shoreline that are especially vulnerable.
- Many of the City's pump stations are both located in and pump water from low-lying areas along the shoreline that face greater flood hazard due to sea-level rise. The City should develop a protocol for assessing pump station capacity to meet performance criteria in the face of climate change.

The study divided the shoreline into seven geographic regions, such that each region faces similar flood vulnerabilities. Within each region, focus areas were identified with specific flood vulnerabilities. The study considered aspects of vulnerability such as causes of flooding, size of area affected, timeframe for flood vulnerability, land ownership, and effects on evacuation routes. Furthermore, the study identifies adaptation measures for focus areas that range from short-term to long-term projects.

ANALYSIS:

Consistency with San Rafael General Plan

The adaptation report and the technical guidance study have been prepared as supportive documents to the Draft General Plan 2040. The scope, approach and content of these documents are consistent with and support the Draft General Plan 2040 policies and programs presented in Attachment 1 of this report. Further, these documents are consistent with the policies of the current General Plan 2020 (Sustainability Element Policy S-15, Adapting to Climate Change; Program SU-15a Vulnerability Assessment; and Program SU-15d Sea Level Monitoring and Planning) and the Climate Change Action Plan 2030 (Program SA-C4, Sea Level Rise and Program SA-C5, Climate Change Adaptation).

The technical guidance study places flood vulnerability of the City's shoreline within the context of the most recent State projections and guidance on sea-level rise from 2018. The study also builds on prior City, County, and State level efforts that identified areas vulnerable to sea-level rise, including the City's 2014 white paper, Countywide BayWAVE study, and the most recent FEMA coastal flood mapping from 2016. Near-term flood vulnerabilities were investigated with site visits, new shoreline topographic surveys, and coordination with the City's Public Works Department to identify the most vulnerable locations. In addition to identifying vulnerabilities, the study recommends a range of adaptation measures, provides order-of-magnitude cost estimates for implementation, and lists possible funding sources.

Given the length of the City's shoreline, flood vulnerabilities differed throughout the City. Areas directly adjacent to the Bay are more vulnerable to coastal flooding from high tides and wave runup during storms, while farther inland areas (Canal-adjacent neighborhoods and Las Gallinas) are vulnerable to high tides and watershed runoff. The technical guidance study identifies a number of short-term projects that could be addressed with Capital Improvement Project (CIP) funding. Three citywide studies would address the feasibility of long-term adaptation for the Canal, guidance for supporting a sea level rise overlay to the City's zoning map, and the protocols for assessing pump station capacity with climate change. Other short-term projects include retrofitting stormwater outfalls which currently allow high tides to back up into the storm drain network in residential and commercial areas, already causing annual nuisance flooding. Longer-term projects include raising parts of the City's shoreline levees that are not FEMA-accredited, replacing or upgrading tide gates, studying upgrades to the City's pumps, and including sea-level rise vulnerabilities in zoning.

In areas with adjacent wetlands (Spinnaker Marsh, Canalways, Pt San Pedro, Loch Lomond), these projects could be combined with wetland restorations, giving an opportunity to build interior levees while at the same time restoring habitats. This combined approach could unlock funding sources associated with restoration and public access improvements (e.g. Measure AA). As discussed below, the City is currently collaborating on a combined restoration and flood protection project at Tiscornia Marsh near the mouth of the San Rafael Canal.

Recent Related Actions & Reports

At present, there are a number of actions and activities related to sea level rise that are timely and worthy of mention. While these actions and activities are not directly related to one another, each reinforces San Rafael's timely need to address this challenge and pursue opportunities to plan for sea level rise adaptation. A summary of these related actions and activities is provided below.

1. Priority Development Areas. This summer, the Metropolitan Transportation Commission (MTC) approved the City's nomination to establish two, new Priority Development Areas (PDA) for San Rafael. The new PDAs cover North San Rafael Northgate and the greater Southeast San Rafael/Canal areas. The PDA designation for these areas would: a) help align regional planning with the priorities identified in the General Plan 2040; and b) provide a significant opportunity to increase access to dedicated regional funding and technical assistance. As programmed in the General Plan 2040, access to this dedicated funding could be used to facilitate a robust, community-driven planning process to develop Community or Specific/Precise Plans for these PDAs. Further, the PDA status could provide access to funding for the developing of an adaptation plan. Access to these planning funds could not be timelier given the inequities felt by the Canal neighborhood as a result of the region's housing crisis and the disproportionate impact presented by the threat of sea level rise.
2. City Support for Canal Alliance Better Together Resilient Communities Grant Application. Last month, the City Manager submitted a letter of support to Pacific Gas & Electric for the Canal Alliance's grant application for the Better Together Resilient Communities Grant. The grant is being pursued to build capacity and understanding in the Canal neighborhood on the intersection of climate change impact and community priorities. If funded, "Capacity, Culture, & Resilience: Collaboration and Innovation for Climate Change Adaptation" would be a one-year project led by Canal Alliance in collaboration with the City of San Rafael, San Rafael Chamber of Commerce, and Resilient Shores. This project proposes to formulate a set of actions, developed by the community, that will reduce flood risk and support a healthy and resilient shoreline. It is being proposed in the context of: a) future preparation of a Neighborhood Community or Specific Plan; and b) addressing and pursuing other similar and related efforts for building capacity in community & economic development, housing, resilience, recovery, and creating opportunities through developing civic engagement, and crafting campaigns in education, leadership, and planning.

3. Proposition 68 Ocean Protection Council Grant. In June 2018, the California voters passed Proposition 68 establishing a general obligation bond funding source for addressing, among other issues, climate protection. With funding from Proposition 68, the Ocean Protection Council (OPC, part of the State of California Natural Resources Agency) recently announced a new solicitation for grant proposals for projects benefitting California's ocean and coast. The priority issue area for this round of Proposition 68 funding is coastal resiliency and nature-based adaptation strategies for sea level rise impacts. Last month, the City, in partnership with the County of Marin submitted a Letter of Intent for the grant application. If awarded, the grant would be utilized to build a collaborative framework for adaptation and resilience planning in the Southeast San Rafael/Canal area. This project would involve engaging residents and business owners in shared visioning and goal setting for community resilience, specifically focusing on sea level rise and flooding.

Consistent with the requirements for filing a Letter of Intent, the project scope lays out a 2.5-year process that would include identifying and prioritizing resilient solutions. The Letter of Intent specifies a likely grant amount. On October 8, the City/County received notice from OPC that we are invited to submit a full grant application proposal. This full grant application will need to be completed and submitted to OPC in mid-November. The final decisions on the award of the grant funds are expected to be made in February 2021.

4. TAM Funds for Sea Level Rise. The Transportation Authority of Marin's (TAM) ½-cent Transportation Sale Tax Measure AA Expenditure Plan provides local transportation funding dedicated to support Sea Level Rise and Resiliency efforts. The funding will also launch new infrastructure projects that promote resiliency and innovation, particularly projects that tackle flooding and sea level rise impacts to our transportation infrastructure. Marin's transportation infrastructure is sited along vulnerable bay frontage that is at increasing risk of flooding and erosion from sea level rise and king tide events. This funding would be utilized to support protecting and adapting Marin's roadways and related infrastructure to the effects of sea level rise and flooding. These funds can be used to serve as seed money to find solutions, attract matching grants and leverage private investments to meet the challenges and vulnerabilities identified in numerous planning efforts including BayWAVE. Sea Level Rise and Resiliency funds will be available to eligible recipients including local jurisdictions and will be distributed on a competitive basis following a Call for Projects managed by TAM. The funding is expected to generate \$270,000 annually, and TAM will host a discussion of the planning framework for how to allocate these funds at the November 2020 Board of Directors meeting.
5. Tiscornia Marsh Habitat Restoration & Sea Level Rise Adaptation Project. In 2019, Marin Audubon Society was awarded a Measure AA Planning Grant to develop a plan for the restoration of Tiscornia Marsh. This project, which is located at the mouth of San Rafael Creek, includes planned restoration of the immediately contiguous, City-owned diked marsh located north of the Albert J. Boro Community Center playfields. As a standalone restoration and adaptation effort, it is the type of project that serves as a model for a nature-based approach to adaptation. This project is progressing; draft plans are being completed and the environmental review process will commence in early 2021.
6. Aquatic Science Center Studies Groundwater. Earlier this year, a regional proposal was launched by the Aquatic Science Center (ASC), a joint powers authority of several counties and cities along the North and Central San Francisco Bay. The County of Marin is a member of this joint powers authority. In planning for adapting to sea level rise, emergent groundwater is often overlooked or neglected. Logically, as flood waters rise, so does groundwater that is influenced by the tides. ASC will be developing a series of groundwater maps that consider the response to eight sea level rise scenarios (12-inch rise to 108-inch rise). These maps will cover Marin County and will provide another layer of valuable information in our planning ahead for sea level rise adaptation. Groundwater

is a critical factor for San Rafael. Many of the low-lying areas have a high groundwater table that is influenced by both hillside runoff and the tides. The information from this study will be valuable in preparing an adaptation plan.

7. Marin County Civil Grand Jury Report – Climate Change: How Will Marin Adapt? In September, the Marin County Civil Grand Jury released its report entitled, [Climate Change: How Will Marin Adapt?](#) This report finds that while the Marin County public agencies have done a good job at identifying and addressing climate change, adaptation for this change has “taken a back seat.” The Grand Jury presents four recommendations to address this issue. One of the four recommendations calls for the County to form a centralized County of Marin office to coordinate and unify climate efforts at a county level. The City is required to formally respond to six questions posed in the report by early December. Staff is currently reviewing this report and it will be scheduling a proposed City response for City Council review.

Next Steps

With the recent release of the Draft General Plan 2040, the public review process of this document has commenced. The adaptation report and the technical guidance study summarized above are supportive documents to the Draft General Plan 2040. Therefore, it is recommended that public be afforded the opportunity to review and comment on these documents in tandem with commenting on the Draft General Plan 2040. The Final General Plan 2040 and these supportive documents will return to the City Council in Spring 2021 for final review and adoption.

As a next step, the City could develop funding strategies and an implementation schedule for the short-term projects identified in the technical guidance study. The citywide measures would help identify strategies to address key uncertainties regarding flooding from the Canal, implementing the sea level rise zoning overlay, and characterizing the long-term needs for the shoreline pump stations. Most of the other short-term projects would remediate flooding that occurs every few years, in some cases temporarily encroaching on or blocking travel along major roads, such as Pt. San Pedro Road and the intersection of Second and Irwin Streets.

COMMUNITY OUTREACH:

A public notice of this meeting was prepared to cover both the General Plan 2040 Progress Report #5 (separate item on the City Council agenda) and this report on sea level rise adaptation. The meeting notice was mailed to stakeholders, agencies, and special interest groups 15-days prior to this meeting (Attachment 2). Those noticed included, among others, all neighborhood associations in the City, the San Rafael Chamber of Commerce, members of the General Plan 2040 Steering Committee, and Sustainable San Rafael. Notice of this report was also provided on the General Plan 2040 [meetings and events webpage](#).

FISCAL IMPACT:

As an informational report, no action is being taken that would have a fiscal impact on the City. The cost for completing the Flood Risk & Sea Level Rise Adaptation Report was \$25,000, which was appropriated from General Plan Special Revenue Fund #218. The cost associated for the Sea Level Rise Adaptation Technical Guidance Study was \$75,000, which was appropriated from the Stormwater Fund #205.

OPTIONS:

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

1. Accept the report as recommended by staff.
2. Direct staff to return with more information.
3. Reject report.

4. Take no action.

RECOMMENDED ACTION:

Accept report.

ATTACHMENTS:

1. Draft General Plan 2040 Safety Element Sea Level Rise Policies & Programs
2. Meeting notice

ATTACHMENT #1

Draft San Rafael General Plan 2040 Safety Element- Sea Level Rise Policies & Programs

Goal S-3: Resilience to Flooding and Sea Level Rise

Recognize, plan for, and successfully adapt to the anticipated effects of increased flooding and sea level rise.

San Rafael's land use patterns, transportation system, and infrastructure should be planned to anticipate the impacts of extreme weather events and global climate change, including sea level rise and potential flooding. A range of measures will be used to mitigate flood hazards along drainageways and creeks and improve resilience and flood protection in low-lying areas. Policies to reduce the greenhouse gas emissions that contribute to global climate change are included in other parts of the General Plan, especially the Conservation/ Climate Change Element and the Mobility Element.

Policy S-3.1: Sea Level Rise Projection Map

Utilize Figure S-2 (Sea Level Rise Projection Map) to address flooding and sea level rise hazards. The figure should be used to:

- a. maximize public awareness and disclosure to property owners and the public.
- b. assess and address impacts to future development.
- c. establish a zoning "overlay zone" and building code requirements for future planning and adaptation.
- d. plan opportunity areas for adaptation.
- e. inform funding and financing decisions about short-term and long-term adaptation projects.

Program S-3.1A: Incorporate into City GIS. *Incorporate the Sea Level Rise Projection Map into the City's Geographic Information System (GIS) map and utilize GIS as a publicly accessible tool for tracking flooding and sea level rise hazards.*

Program S-3.1B: Periodic Update of Sea Level Rise Projection Map. *Review sea level rise data at least once every five (5) years to determine the need for Map updates.*

Program S-3.1C: Sea Level Rise Overlay Zone. *Adopt an "overlay zone" on the City Zoning Map incorporating the Sea Level Rise Projection Map. The "overlay zone" shall include land use regulations for site planning and a minimum construction elevation that reflects flooding and sea level rise data.*

Policy S-3.2: Data Consistency

Ensure that the information and data related to increased flooding and sea level rise is current and consistent with the information and data utilized by the County of Marin.

Program S-3.2A: Coordination with County of Marin. *Coordinate with the County of Marin on updating data related to increased flooding and sea level rise. Utilize the County of Marin Bay Waterfront Adaptation & Vulnerability Evaluation (BayWAVE) as the basis for all City-prepared documents and plans addressing and adapting to increased flooding and sea level rise.*

Policy S-3.3: Awareness and Disclosure

Maximize awareness and disclosure by providing information to property owners and the public on areas subject to increased flooding and sea level rise vulnerability.

Program S-3.3A. Residential Building Resale (RBR) Reports. *Revise the RBR Report template to include a disclosure of potential property risk to increased flooding and sea level rise. Utilize the Sea Level Rise Prediction Map for confirming property vulnerability.*

Policy S-3.4: Mitigating Flooding and Sea Level Rise Impacts

Consider and address increased flooding and sea level rise impacts in vulnerable areas (see Figure S-2) in development and capital projects, including resiliency planning for transportation and infrastructure systems.

ATTACHMENT #1

Draft San Rafael General Plan 2040 Safety Element- Sea Level Rise Policies & Programs

Program S-3.4A: Development Projects. *Where appropriate, require new development, redevelopment projects, and substantial additions to existing development to consider and address increased flooding and sea level rise impact, and to integrate resilience and adaptation measures into project design.*

Program S-3.4B: Capital Projects. *Prepare a guidance document for addressing increased flooding, sea level rise impacts, and adaptation measures into the City's capital projects and planning process. This should include strategies for identifying and evaluating the costs, benefits and potential revenue sources for elevating or redesigning low-lying roadways and critical infrastructure. If the life of a public improvement in a vulnerable area extends beyond 2050, adaptation measures should be incorporated.*

Program S-3.4C. Coordination with Utilities and Services. *Coordinate with the utilities and services that have infrastructure and facilities in vulnerable areas (for example: wastewater treatment plants) to ensure that sea level rise information and goals are consistent with the City's goals, and that infrastructure/utilities projects address and plan for increased flooding and sea level rise.*

See also Policies CSI-4.6 and M-2.11 addressing sea level rise impacts on infrastructure and transportation

Policy S-3.5: Minimum Elevations. For properties in vulnerable areas, ensure that new development, redevelopment, and substantial additions to existing development meets a minimum required construction elevation. Minimum elevations should provide protection from the potential impacts of a 100-year flood (a flood with a one percent chance of occurring in any given year), the potential for increased flooding due to sea level rise, and the ultimate settlement of the site due to consolidation of bay mud from existing and new loads and other causes.

Program S-3.5A: Code Amendments for Floor Elevation. *Update and adopt zoning, building and public works code requirements to establish and mandate a minimum finished floor elevation for new development, redevelopment, and substantial additions to existing development. Consider adopting a minimum, finished floor elevation requirement of +3 feet above the FEMA 100-year flood elevation requirement.²*

Program S-3.5B: Ground Elevation Surveys. *Perform periodic ground elevation surveys in the Sea Level Rise vulnerability zone. The result of the surveys should be considered when developing projects to reduce coastal flooding potential.*

Program S-3.5B: Title 18 Flood Protection Standards. *Evaluate and revise Title 18 of the Municipal Code (Protection of Flood Hazard Areas) to address anticipated sea level rise, increases in rainfall intensities, and any changes related to Federal or regional flood reduction criteria.*

Program S-3.5C: National Flood Insurance Program (NFIP). *Continue to comply with the federal NFIP by maintaining a flood management program and flood plain management regulations. In addition, develop and periodically update a Community Rating System (CRS) to notify residents of the hazards of living in a flood area, thereby reducing local flood insurance rates.*

Policy S-3.6: Resilience to Tidal Flooding

Improve San Rafael's resilience to coastal flooding and sea level rise through a combination of structural measures and adaptation strategies.

ATTACHMENT #1

Draft San Rafael General Plan 2040 Safety Element- Sea Level Rise Policies & Programs

Program S-3.6A: Sea Level Rise Adaptation Plan. Prepare and adopt an adaptation plan addressing increased flooding and sea level rise. The adaptation plan shall include the following components:

- a. Sea Level Rise Projection Map, to be used as the basis for adaptation planning.
- b. Coordination with local, county, state, regional and federal agencies with bay and shoreline oversight, major property owners, and owners of critical infrastructure and facilities in the preparation of the adaptation plan.
- c. An outreach plan to major stakeholders and property owners within the vulnerable areas.
- d. An inventory of potential areas and sites suitable for mid- to large-scale adaptation projects (see Appendix #: Sea Level Rise Adaptation Study for more information)
- e. A menu of adaptation measures and approaches that would include but not be limited to:
 - o Managed retreat, especially on low-lying, undeveloped, and underdeveloped sites; in areas that are permanent open space; and in areas that are environmentally constrained. Transfer of development rights from such areas should be encouraged.
 - o Innovative green shoreline protection and nature-based adaptation measures such as wetlands and habitat restoration, and horizontal levees where most practical and feasible.
 - o Hard line armoring measures (sea walls, levees, breakwater, locks, etc.) in densely developed areas to minimize the potential for displacement of permanent residents and businesses.
 - o Elevating areas, structures, and infrastructure to reduce risks.
- f. The appropriate timing and “phasing” of adaptation planning and implementation.
- g. Potential financing tools and opportunities.
- h. Coordination or incorporation into the San Rafael Local Hazard Mitigation Plan.

Program S-3.6B: Partnerships. Foster, facilitate and coordinate partnerships with the County of Marin, other effected agencies and utilities, property owners, and neighborhood groups/organizations on planning for and implementing adaptation projects.

Program S-3.6C: Countywide Agency/Joint Powers Authority. Work with the County of Marin to facilitate the formation of a centralized countywide agency or joint powers authority to oversee adaptation planning, financing, and implementation.

Policy S-3.7: Shoreline Levees

Improve and expand San Rafael's shoreline levee system. When private properties are developed or redeveloped, require levee upgrading as appropriate, based on anticipated high tide and flood conditions.

Program S-3.7A: Levee Improvement Plans. Assess existing levees, berms, and flood control systems to identify reaches with the greatest vulnerability. Develop improvement plans based on existing conditions and projected needs, as documented in adaptation plans. This should include improvement studies for the Spinnaker Point levee, as recommended by the LHMP, and the Canalways levee along San Pablo Bay.

Program S-3.7B: Financing Levee Improvements. Coordinate with property owners; residents and businesses; federal, state, and regional agencies; utilities; and other stakeholders to evaluate potential methods of improving levees and funding ongoing levee maintenance, including assessment or maintenance districts. The cost and fiscal impacts of levee improvements should be evaluated against potential benefits, as well as the potential costs and consequences of inaction.

Policy S-3.8: Storm Drainage Improvements

ATTACHMENT #1

Draft San Rafael General Plan 2040 Safety Element- Sea Level Rise Policies & Programs

Require new development to mitigate potential increases in runoff through a combination of measures, including improvement of local storm drainage facilities. Other measures, such as the use of porous pavement, bioswales, and “green infrastructure” also should be encouraged.

Program S-3.8A: Storm Drainage Improvements. *Consistent with Countywide and regional stormwater management programs, require new development with the potential to impact storm drainage facilities to complete hydrologic studies that evaluate storm drainage capacity, identify improvements needed to handle a 100-year storm, and determine the funding needed to complete those improvements.*

Program S-3.8B: Green Infrastructure Guidelines. *Evaluate potential measures to more sustainably manage stormwater, erosion, and improve water quality associated with urban runoff.*

See also Goal C-3 and Policy CSI-4.10 for related policies and programs on water quality and storm drainage

Policy S-3.9: Flood Control Improvements Funding

Pursue financing and funding opportunities to fund short-term and long-term flood control and adaptation projects. Funding tools and opportunities would include, among others tax or bond measures, assessment districts, geologic hazard abatement districts and grants. The City will also support legislation that provides regional, state, and federal funding for these projects, and will pursue such funding as it becomes available.

Program S-3.9A: Incremental Flood Control Improvements. *Where needed and possible, new development/ redevelopment projects shall include measures to improve area flood protection. Such measures would be identified and required through the development review process.*

Program S-3.9B: Flood Hazard Mitigation Projects. *Undertake flood hazard mitigation projects as outlined in the Local Hazard Mitigation Plan, including sewer relocation and replacement, pump station rehabilitation, corrugated metal pipe replacement, and improvements to flood-prone streets such as Beach Drive.*

Program S-3.9C: Restoration and Dredging Projects. *Implement restoration and dredging projects that will increase stormwater drainage capacity and reduce flood hazards. As noted in the LHMP, this could include restoration of the Freitas Parkway flood channel and dredging of Gallinas Creek and the San Rafael Canal.*

See also Policy CSI-4.11 on canal dredging.



NOTICE OF PUBLIC HEARING – CITY COUNCIL

You are invited to view and participate online for the City Council hearing on the following project:

PROJECT: PROGRESS REPORT #5 ON SAN RAFAEL GENERAL PLAN 2040- An update on General Plan 2040 will be presented to the City Council, including the Downtown Precise Plan and Form Based Code, Environmental Impact Report, Traffic Impact Fee study, and upcoming adoption schedule. The report will include introduction on the upcoming release of public review drafts of the Draft General Plan 2040, Downtown Precise Plan and EIR. Following the presentation of the Progress Report, the City Council will be presented with a summary of the Sea Level Rise Adaptation Report and Study, which have been prepared for the General Plan 2040. Case Nos.GPA16-001 & P16-013.

State law (California Environmental Quality Act) requires that this project be reviewed to determine if a study of potential environmental effects is required. It has been determined that this project, which is an informational report, will have no physical impact on the environment. This informational report is classified as a planning study, which qualifies for a Statutory Exemption from the provisions of the California Environmental Quality Act Guidelines under 14 CRR Section 15262.

MEETING DATE/TIME/LOCATION: Monday, October 19, 2020, 7:00 p.m. COVID-19 ADVISORY NOTICE: Consistent with Executive Orders No's.-25-20 and N-29-20 from the Executive Department of the State of California and the Marin County 3/16/20 Shelter in Place Order, the City Council hearing of October 19, 2020 WILL NOT be physically open to the public and the meeting will be streamed live to YouTube at www.youtube.com/sanrafael. Instructions on how to participate online, will be available on the YouTube channel.

FOR MORE INFORMATION: Contact **Barry Miller**, Project Manager, at **(415) 485-3423** or barry.miller@cityofsanrafael.org. Please note that City offices are currently closed to public walk-in, but you may contact the planner for more information. You may also view the staff report after 5:00 p.m. on the Friday before the meeting at <http://www.cityofsanrafael.org/meetings>.

WHAT WILL HAPPEN: You can comment on the informational report and options presented in the report. The City Council will consider all public testimony. However, as this item is an informational report, no formal action will be taken by the City Council.

IF YOU WANT TO COMMENT: You may provide comments to the planner using the contact information listed above prior to the meeting. You may also comment on line during the meeting using a chat feature on YouTube or through a conference call (number will be provided on agenda)

At the above time and place, all letters received will be noted and all interested parties will be heard. If you challenge in court the matter described above, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered at, or prior to, the above referenced public hearing (Government Code Section 65009 (b) (2)).

Appeals of decisions by the Planning Commission to the City Council shall be made by filing a notice thereof in writing with the required fee to the Planning Division of the Community Development Department within 5 working days of a decision involving Title 14 (Zoning) (SRMC Section 14.28.030) or within 10 calendar days of a decision involving Title 15 (Subdivisions) (SRMC 15.56.010).

Language interpreters and assistive listening devices may be requested by calling (415) 485-3066 (voice), emailing Lindsay.Jara@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. Public transportation is available through Golden Gate Transit, Line 22 or 23. Paratransit is available by calling Whistlestop. Wheels at (415) 454-0964. To allow individuals with environmental illness or multiple chemical sensitivity to attend the meeting/hearing, individuals are requested to refrain from wearing scented products.



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

Department: Finance Department

Prepared by: Nadine Hade
Finance Director

City Manager Approval: _____

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

TOPIC: QUARTERLY INVESTMENT REPORT

SUBJECT: ACCEPTANCE OF SUCCESSOR AGENCY QUARTERLY INVESTMENT REPORT

RECOMMENDATION: Accept investment report for the quarter ending September 30, 2020, as presented.

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 15, 2020, 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 \$39,674 at quarter-end. These funds were available for the administration of the activities of the Agency, as well as for approved agency commitments.

FISCAL IMPACT: No financial impact occurs by adopting the report.

RECOMENDATION: Accept investment report for the quarter ending September 30, 2020, as presented.

ATTACHMENT:

1. Successor Agency Cash & Investment Report July through September 2020.

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.

Nadine Atieh Hade
Finance Director

SUCCESSOR AGENCY TO SAN RAFAEL REDEVELOPMENT AGENCY

CASH and INVESTMENTS

QUARTER ENDED 9/30/2020

ISSUER	PURCHASE TYPE	PURCHASE DATE	MATURITY DATE	YIELD	PURCHASE PRICE	PAR VALUE	MARKET VALUE	Days to Maturity	% OF TOTAL	AS OF
<i>CASH ACCOUNTS:</i>										
WESTAMERICA	DD	N/A	N/A		\$ 39,674.25	\$ 39,674.25	\$ 39,674.25	1	100.00%	7/31/2020
WESTAMERICA	DD	N/A	N/A		\$ 39,674.25	\$ 39,674.25	\$ 39,674.25	1	100.00%	8/31/2020
WESTAMERICA	DD	N/A	N/A		\$ 39,674.25	\$ 39,674.25	\$ 39,674.25	1	100.00%	9/30/2020
TOTAL INVESTMENTS					\$ -	\$ -	\$ -			
TOTAL CASH & INVESTMENTS - QUARTER-END BALANCE					\$ 39,674.25	\$ 39,674.25	\$ 39,674.25		100.00%	

% Portfolio held 1 year or less

100%

TYPE:

DD - Demand Deposit