



In the Council Chambers and Via Zoom at 525 San Anselmo Avenue, San Anselmo, CA 94960

Town Council Agenda

Tuesday, June 23, 2026

6:20 PM

Meeting held In-Person and via Zoom:

<https://us02web.zoom.us/j/85646559210>

Or Telephone: +1 669 900 6833 | Webinar ID: 856 4655 9210

How to Submit Comments Before the Meeting: Members of the public are encouraged to submit email correspondence to towncouncil@sananselmo.gov or eComments on the Agendas and Meeting webpage before the meeting begins.

How to Participate During the Meeting: Members of the public will have the option to speak during the meeting through the Zoom application by using their phone or an electronic device.

For PC, Mac, or smart phone, use the Raise Hand function when public comment for an item is requested. It is a button that is located at the top or bottom of your screen, based on your electronic device.

For landline phones, Raise Hand to be recognized with *9

Please be advised that those participating in the meeting remotely via Zoom do so at their own risk. The Town Council's regular meeting will not be cancelled if any technical problems occur during the meeting.

6:20 PM - Interviews for the Infrastructure and Fiscal Monitoring Committee

3 Interviews by Time, Attachment No. and Applicant Name (10 minutes each)

[Staff Report \(DOC\)](#)

[6:20 PM Attachment 1- Marie Henrio- Application w/Resume \(PDF\)](#)

[6:30 PM Attachment 2- Stan Radtke- Application no Resume \(PDF\)](#)

[6:40 PM Attachment 3- Ahmed Abu Aly- Application no Resume \(PDF\)](#)

7:00 PM - Call to Order. Optional Pledge of Allegiance: The Mayor or a designated Council member

will recite the Pledge of Allegiance for members of the Council and the public who wish to join in the recitation.

Open time for public expression.

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

Council requests for future agenda items.

Council committee liaison reports, questions and comments to staff; staff miscellaneous items.

Special Presentation. Mayor's Proclamation Recognizing Gene Ng for His Outstanding Service to Our Town

1. Consent Agenda:

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

- 1.1 Approve the Draft Minutes of the Regular Meeting of June 9, 2026
[Staff Report \(DOC\)](#)
[Attachment 1- Draft Minutes of the June 9, 2026 Regular Town Council Meeting \(DOC\)](#)

- 1.2 Authorize the Mayor to Execute a Third Amendment to the Community Development Block Grant Cooperation Agreement
[Staff Report \(DOC\)](#)
[Attachment 1- Draft Resolution \(DOCX\)](#)
[Attachment 2- Cooperation Agreement- Third Amendment \(DOCX\)](#)
[Attachment 3- Cooperation Agreement- Second Amendment \(PDF\)](#)
[Attachment 4- Cooperation Agreement- First Amendment \(PDF\)](#)
[Attachment 5- Original Cooperation Agreement \(PDF\)](#)

- 1.3 Receive and File Revenue and Expenditure Reports, May 2026
[Staff Report \(DOCX\)](#)
[Attachment 1 Budget Comparison Report by Subcategory, May 2026 \(PDF\)](#)
[Attachment 2 Budget Comparison Report by Department, May 2026 \(PDF\)](#)
[Attachment 3 Budget Comparison Report by Subcategory Measure J, May 2026 \(PDF\)](#)
[Attachment 4 Budget Comparison Report by Department Measure J, May 2026 \(PDF\)](#)

- 1.4 Authorize the Town Manager to Award of Construction Contract for the 2026 Slurry Seal Project
[Staff Report \(DOC\)](#)
[Attachment 1- Slurry Seal Project Map \(PDF\)](#)

- 1.5** Award of Construction Contract for the 2026 Street Resurfacing Project
[Staff Report \(PDF\)](#)
[Attachment 1- Street Resurfacing 2026 Project \(PDF\)](#)
- 1.6** Adopt Resolution updating the Town’s General Fund Reserve Policy
[Staff Report \(DOCX\)](#)
[Attachment 1 Resolution Adopting General Fund Reserve Policy \(DOCX\)](#)
- 1.7** Authorize a Consultant Agreement with Consor North America, Inc. for NEPA Clearance of the Nokomis and Madrone Avenue Bridges
[Staff Report \(DOC\)](#)
[Attachment 1 - Consor SOW \(PDF\)](#)
[Attachment 2 - No Build CE Form \(PDF\)](#)
- 1.8** Approve an Amendment to the San Anselmo Age and Disability Friendly Committee Operational Guidelines to Establish Recusal Requirements Related to Employment, Contract or Professional Engagement for its Members
[Staff Report \(DOC\)](#)
[Attachment 1- Draft Amended Age and Disability Friendly Community Steering Committee Operational Guidelines \(DOC\)](#)
- 1.9** Approve Memorandum of Understanding (MOU) for Shared Public Works Services with the Town of Fairfax
[Staff Report \(DOC\)](#)
[Attachment 1 “Memorandum of Understanding for Shared Public Works Services between the Town of San Anselmo and the Town of Fairfax \(PDF\)](#)
- 1.10** Approve a Resolution Establishing the FY 2026-2027 Appropriations Limit
[Staff Report \(DOCX\)](#)
[Attachment 1 FY26-27 Appropriations Limit Resolution \(PDF\)](#)
- 1.11** Adopt Resolution Adopting Artificial Intelligence (AI) Acceptable Use Policy
[Staff Report \(DOCX\)](#)
[Attachment 1- Resolution Adopting Artificial Intelligence \(AI\) Acceptable Use Policy \(DOC\)](#)
- 1.12** Approval of Resolution Revising a Statement of Investment Policy for Fiscal Year 2026-2027
[Staff Report \(DOCX\)](#)
[Attachment 1 2026-2027 Investment Policy Resolution \(DOCX\)](#)
- 1.13** Approval of Resolutions Amending Salaries and Benefits for Management and Confidential Employees to Reflect Marin Wildfire Prevention Authority Financial Services Agreement
[Staff Report \(DOCX\)](#)
[Attachment 1 Resolution Amending Town Manager and Management Salaries and Benefits](#)
[Attachment 2 Resolution Amending Confidential Employees Salaries and Benefits](#)
- 1.14** Approve a Resolution to Adopt a Publicly Available Pay Schedule in Accordance with California Public Employees Retirement System Regulations
[Staff Report \(DOCX\)](#)
[Attachment 1 Resolution Adopting Publicly Available Salary Schedule \(PDF\)](#)

- 1.15 Adopt a Resolution Approving the FY 2026-2027 Budget and Workplan
[Staff Report \(DOCX\)](#)
[Attachment 1 Resolution Adopting FY2026-2027 Budget and Workplan \(PDF\)](#)
- 1.16 Receive and File the Financial Report on Recreation Fund ending May 31, 2026
[Staff Report \(PDF\)](#)
[Attachment 1 - May 2026 Budget Report \(PDF\)](#)
[Attachment 2 - May 2026 Recreation Capital Outlay \(PDF\)](#)

2. Council Business Items:

In general, the following procedural order applies to items of business:

- Presentation
- Town Council questions
- PUBLIC COMMENT – limited to 3 minutes/person
- Town Council discussion/action

- 2.1 Receive a Presentation from the Marin County Commission on Aging. Receiving a Presentation is not a project under the California Environmental Quality Act (CEQA) because it does not involve an activity that has the potential to cause a direct or reasonably foreseeable physical change in the environment. (Cal. Pub. Res. Code Section 21065).
[PowerPoint Presentation \(PPT\)](#)
[2026 Community Resource Guide For Older Adults and Caregivers \(PDF\)](#)

- 2.2 Discussion Item Regarding Tobacco Ordinance. This discussion item is not subject to the California Environmental Quality Act (“CEQA”) because it does not constitute a “project” within the meaning of Public Resources Code section 21065.
[Staff Report \(DOC\)](#)
[Attachment 1 - Marin County Tobacco and Nicotine Regulations \(DOC\)](#)
[Attachment 2 - Education Packet \(DOC\)](#)
[Attachment 3 -Merchant Tobacco Nicotine Availability \(DOC\)](#)
[Public Comment- Twilling \(PDF\)](#)
[Public Comment- Smoke-Free Marin Coalition \(PDF\)](#)
[Public Comment- Finnane \(PDF\)](#)
[Public Comment- James \(PDF\)](#)
[Public Comment- Davis \(PDF\)](#)
[Public Comment- Kondy-Berberich \(PDF\)](#)
[Public Comment- Fernandez \(PDF\)](#)
[Public Comment- Wright \(PDF\)](#)
[Public Comment- Coler \(PDF\)](#)

Public Hearing Items

In general, the following procedural order applies to Public Hearing Items:

- Presentation
- Town Council questions
- PUBLIC COMMENT – limited to 3 minutes/person
- Town Council discussion/action

- 2.3** Public Hearing to Adopt an Ordinance Amending Title 10 (Planning and Zoning) to Update Conditional Use Permit Regulations and Replace Nonconforming Uses and Improvements Regulations with New Article on Nonconforming Uses, Structures, and Lots; CEQA Exemption Findings. The proposed Ordinance is exempt from review under the California Environmental Quality Act (CEQA) pursuant to the CEQA Guidelines Section 15061(b)(3), Section 15301, and Section 15303.

[Staff Report \(PDF\)](#)

[Attachment 1 - Draft Ordinance \(PDF\)](#)

[Attachment 2 - Draft Ordinance - Redline Version \(PDF\)](#)

[Attachment 3 - September 23, 2025, Staff Report \(PDF\)](#)

[Attachment 4 - September 23, 2025, Town Council Meeting Minutes \(PDF\)](#)

[Attachment 5 - May 22, 2026, Notice Mailed to C-2 Property Owners \(PDF\)](#)

[Attachment 6 - Planning Commission Resolution No. 2025-17 \(PDF\)](#)

Council Business Items:

In general, the following procedural order applies to items of business:

- Presentation
- Town Council questions
- PUBLIC COMMENT – limited to 3 minutes/person
- Town Council discussion/action

- 2.4** Authorize the Town Manager to Negotiate and Execute a Donation Agreement with a Potential Donor for Completion of Conceptual Drawings for the Creek Park Project. The Council’s authorization of the Town Manager to negotiate and sign a donation agreement is not a “project” under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

[Staff Report \(DOC\)](#)

[Attachment 1- RHAA Proposal for Completion of Conceptual Drawings to integrate BB2 into the Creek Park Project \(PDF\)](#)

Adjourn

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Town Staff at email savila@sananselmo.gov. Notification at least 48 hours prior to the meeting will enable the Town to make reasonable accommodations to help ensure accessibility to this meeting.

Any writings or documents provided to a majority of the Town Council regarding any item on this agenda after the distribution of the original packet will be made available for public inspection at the public counter at Town Hall located at 525 San Anselmo Avenue.

Notice is hereby given that Council may discuss and/or take action on any or all of the items listed on this agenda. If any of these matters above are challenged in court, you may be limited to raising only those issues you or someone else raised at any public hearing described on this agenda, or in written correspondence delivered at, or prior to, this Council meeting. Judicial review of an administrative decision of the Town Council must be filed with the Court not later than the 90th day following the date of the Council’s decision (Code of Civil Procedure Section 1094.6) Any item not under discussion before 10:00 p.m. may be continued to the next regular meeting. Next regular meeting is July 28, 2026.

Administration Department
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Town Council
Steve Burdo, Mayor
Chantel Walker, Vice Mayor
Yoav Schlesinger, Councilmember
Eileen Burke, Councilmember
Tarrell Kullaway, Councilmember

Staff
David Donery, Town Manager
Linda Kenton, Assistant Town Manager / Town Librarian
Jeff Zuba, Finance and Admin Services Director
Megan Holt Acevedo, Town Attorney
Serge Avila, Town Clerk
Heidi Scoble, Community Development Director
Sean Condry, Public Works Director
Mattie O'Grady, Community Services Director
Mike Norton, Chief of Police
Dan Mahoney, Fire Chief

DECLARATION OF POSTING

This Notice is posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the Town of San Anselmo website. Under penalty of perjury, this Agenda was posted to the public at least 72 hours prior to the meeting.