



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

Town Council Agenda

Tuesday, September 22, 2026

7:00 PM

Meeting held In-Person and via Zoom:

<https://us02web.zoom.us/j/81113288816>

Or Telephone: +1 669 900 6833 | Webinar ID: 811 1328 8816

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.

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. There are No Special Presentations.

2. 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 September 8, 2026

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

[Attachment 1- Draft Minutes of the September 8, 2026 Regular Town Council Meeting \(DOC\)](#)

1.2 Authorize Consultant Contract for Design of the 2027 Street Resurfacing Project; find the project exempt from CEQA (14 Cal. Code Regs. § 15306).

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

[Attachment 1 - Scope and Fee \(PDF\)](#)

[Attachment 2 - 2027 Paving Map \(PDF\)](#)

1.3 Receive and File Revenue and Expenditure Reports, August 2026

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

[Attachment 1 Budget Comparison Report by Subcategory, August 2026 \(PDF\)](#)

[Attachment 2 Budget Comparison Report by Department, August 2026 \(PDF\)](#)

[Attachment 3 Budget Comparison Report by Subcategory Measure J, August 2026 \(PDF\)](#)

[Attachment 4 Budget Comparison Report by Department Measure J, August 2026 \(PDF\)](#)

1.4 Receive and File the Financial Report on Recreation Fund ending August 31, 2026

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

[Attachment 1 - August 2026 Budget Report \(PDF\)](#)

[Attachment 2 - August 2026 Recreation Capital Outlay \(PDF\)](#)

1.5 Approve Rescheduling the November 10, 2026 Regular Town Council Meeting to November 17, 2026

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

1.6 Approve the San Anselmo Chamber of Commerce Special Event Application- Milo Foundation Benefit

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

[Attachment 1 - Event Application \(PDF\)](#)

1.7 Approve the San Anselmo Chamber of Commerce Special Event Application– Creek Park 52nd Anniversary Celebration

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

[Attachment 1 - Event Application \(PDF\)](#)

- 1.8** Approve Resolution Establishing Job Descriptions, Classifications, and Pay Ranges for Associate Civil Engineer and Engineering Technician Positions in the Department of Public Works

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

[Attachment 1 Resolution Approving Job Description, Classification, and Salary Range for Associate Civil Engineer \(DOCX\)](#)

[Attachment 2 Resolution Approving Job Description, Classification, and Salary Range for Engineering Technician \(DOCX\)](#)

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 on the Marin County Emergency Operations Plan and Coordinated Preparation for the 2026–27 El Niño Season. Receiving presentation on the County’s Emergency Operation Plan and Winter Readiness 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 \(PDF\)](#)

[Attachment 1- PowerPoint Presentation \(PPT\)](#)

- 2.2** Approve the Fourth Amendment to the Amended and Restated Ross Valley Fire Department Joint Powers Agreement. Adoption of the attached 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 \(DOCX\)](#)

[Attachment 1- 2010 RVFD JPA Agreement with Amendments 1, 2, 3 \(PDF\)](#)

[Attachment 2- Proposed 4th Amendment to the RVFD JPA Agreement \(PDF\)](#)

[Attachment 3- Savings Calculation Sheet \(PDF\)](#)

[Attachment 4- Funding Formula Sheet - 4th Amendment of RVFD JPA Agreement \(PDF\)](#)

- 2.3** Approve the FY2027-FY2031 Town of San Anselmo Capital Improvement Plan (CIP). The Council’s approval of the FY2027-2031 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 \(DOCX\)](#)

[Attachment 1 Draft Capital Improvement Plan FY2027-FY2031 \(DOCX\)](#)

Public Hearing:

In general, the following procedural order applies to public hearing items:

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

2.4 Public Hearing to Consider Vacating a Portion of the Public Right-of-Way Adjacent to 250 Redwood Rd in San Anselmo

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

[Attachment 1 - Resolution \(PDF\)](#)

[Exhibit A - Legal Description \(PDF\)](#)

[Exhibit B - Site Plan \(PDF\)](#)

[Attachment 2 - Abandonment Letter \(PDF\)](#)

2.5 Public Hearing to Consider Vacating a Portion of the Public Right-of-Way Adjacent to 79 Sequoia Drive in San Anselmo

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

[Attachment 1 - Resolution \(PDF\)](#)

[Exhibit A - Legal Description \(PDF\)](#)

[Exhibit B - Site Plan \(PDF\)](#)

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 October 13, 2027 schedule to commence at approximately 7 PM.

Administration Department
Town Hall
525 San Anselmo Avenue
San Anselmo, CA 94960
(415) 258-4691

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
Scott Schneider, 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.