

	<u>Reduced from</u>	<u>To</u>
Lots 5,6 and 7, Blk. 5, Sequoia Park, Valuation Realestate . . . . .	\$ 1,000	\$ 200
Lot 36, Kohn Tract Valuation Realestate . . . . .	350	200
"     Improvements . . . . .	750	650
Lot 147, Ross Valley Park Tract Valuation Realestate . . . . .	500	400
"     Improvements . . . . .	1,250	950
Blumenfeld Property - Osgood Tract Valuation Realestate . . . . .	5,200	4,500
"     Improvements . . . . .	22,500	18,500
"     Personal Property . . . . .	5,000	2,500

The Meeting was adjourned to Tuesday, August 9th, 1932. There being no business transacted or protests filed on said date, the meeting was adjourned to the second Monday of August, 1933.

Read and approved Sept. 22/32.

J. Brown, Clerk

MINUTES OF AUGUST 9TH 1932.

A regular meeting of the Council of the Town of San Anselmo was held on Tuesday, August 9th 1932 at the hour of 8 o'clock P.M.

Present: Councilmen McKannay, Scotford, Jordan, Wright and Fusselman.

Absent: None.  
Councilman Fusselman presiding.

The minutes of the meeting of July 12th were approved as read.

Councilman McKannay introduced the following resolution and moved its adoption:

"WHEREAS the Redwood Highway has been completed from San Francisco to the Oregon State line, with the exception of the Waldo-Sausalito Sector, and

WHEREAS, this Sector is the gateway and the terminus of the Redwood Empire and the Redwood Highway, and the area from which the traveling motorist gains his first and last impression of our community, and

WHEREAS, at a regular meeting of the California State Highway Commission at Sacramento, California, on January 29th, 1932, the Commission passed a resolution to construct the Waldo-Sausalito Sector of the Redwood Highway, consisting of approximately one and one-half miles of road,

NOW THEREFORE BE IT RESOLVED, that this body go on record as earnestly and urgently insisting that the California State Highway Commission proceed at once with the construction of the Waldo-Sausalito Sector, deferring if necessary, other projects in other parts of the State not of primary importance".

Resolution was seconded by Councilman Wright and carried by the following vote:

Ayes: Councilmen McKannay, Scotford, Jordan, Wright and Fusselman.  
Noes: None.  
Absent: None.

APPOINTMENT OF TRUSTEE TAMALPAIS FIRE DISTRICT:

On motion of Councilman Jordan, Wm. J. Hensley was reappointed Trustee of the Mt. Tamalpais Fire District. Motion was seconded by Councilman Wright and carried by the following vote:

Ayes: Councilmen McKannay, Scotford, Jordan, Wright and Fusselman.  
Noes: None.  
Absent: None.

RESOLUTION APPOINTING PURCHASING AGENT:

Councilman Scotford introduced the following Resolution and moved its adoption:

"RESOLVED that, effective August 9th, 1932, there is created in and for the Town of San Anselmo the office of Purchasing Agent. Said office shall be under the supervision of the Finance Committee of the City Council of said Town.

Said Purchasing Agent shall have complete control of all purchases by said Town of materials and supplies, of every description, with the exception of such materials and supplies as are purchased under contract made directly by the City Council.

Each department head shall estimate quarterly the requirements of his department and file such estimate with the Chairman of the Finance Committee. Such estimates shall be based upon past requirements and experience and an estimate of future needs; and shall anticipate as nearly as possible the cost of articles required and the quantities needed, with such explanations as may be necessary, and shall indicate their need and use. Such quarterly estimates shall be subject to the approval of the Chairman of the Committee under which such department functions and shall receive such approval before being filed.

Each department head shall be provided with numbered requisition blanks, each number being in triplicate, one of such triplicates being marked thereon "First", another "Second", and another "Third". Whenever materials or supplies are required, the head of the department requiring the same shall sign three of such triplicates bearing the same number and each thereof shall be approved in writing thereon by the Chairman of the Committee under which the department making such requisition functions. If such requisitions cover items not originally indicated in the quarterly estimate notation shall be made thereon by the department head as to the necessity for such items and as to whether future needs will indicate the desirability of including such item in the quarterly estimate.

One of such triplicates, marked "First", shall be presented to and filed with the Purchasing Agent, who shall issue his purchase order, if necessary, and attach to such triplicate a copy of such purchase order. Another of such triplicates, marked "Second", shall be attached by the Purchasing Agent to the warrant when presented for approval. Another of such triplicates, marked "Third", shall be retained by the department head placing the requisition, for his record and guidance in checking the material or supplies when received and for future estimates.

Purchase orders for performance of work, such as automobile repairs, placing of hydrants, etc., shall follow the same procedure.

The Purchasing Agent shall enter into contracts with the approval of the City Council for articles indicated in the quarterly estimates. Commonly used items, if desirable, shall be stocked.

Emergency purchases may be made without the approval of the Chairman of the Committee, if necessary. A confirming requisition, however, shall be filed with the Purchasing Agent, outlining the necessity for the emergency purchase, and shall be approved by such Chairman after the purchase is made."

Resolution was seconded by Councilman McKannay and carried by the following vote:

Ayes: Councilmen McKannay, Scotford, Jordan, Wright and Fusselman.

Noes: None.

Upon motion of Councilman Scotford, Donald T. Wood was appointed Purchasing Agent for the Town of San Anselmo. Motion was seconded by Councilman Jordan and carried by the following vote:

Ayes: Councilmen McKannay, Scotford, Jordan, Wright and Fusselman.

Noes: None.

Upon motion of Councilman Wright the budget for the coming fiscal year, as presented by the Finance Committee, was adopted. Motion was seconded by Councilman Scotford and carried by the following vote:

Ayes: Councilmen McKannay, Scotford, Jordan, Wright and Fusselman.  
Noes: None.

1932-33 TAX RATE:

Upon motion of Councilman McKannay, the Tax rate for the Town of San Anselmo for the year 1932-33, exclusive of the annexed territory, was set at \$1.72 per hundred valuation, and the tax rate for the annexed territory was fixed at \$1.00 per hundred. Motion was seconded by Councilman Wright and carried by the following vote:

Ayes: Councilmen McKannay, Scotford, Jordan, Wright and Fusselman.  
Noes: None.

ORDINANCE NO. 216 - AMENDING ORDINANCE NO. 213 REGULATING TRAFFIC:

The Ordinance introduced at the meeting of the Council held on July 21, 1932, entitled "An Ordinance adding Sections 30A and 30B to Ordinance No. 207, of the Town of San Anselmo" was presented for final reading, was read, passed and adopted by the following vote:

Ayes: Councilmen McKannay, Scotford, Jordan, Wright and Fusselman.  
Noes: None.

The Ordinance was then signed by Mayor Fusselman and numbered 216.

Upon motion of Councilman McKannay the expenditure of \$40 by the Street Department for repairs of sidewalks in Sequoia Park was approved. Motion was seconded by Councilman Scotford and carried by the following vote:

Ayes: Councilmen McKannay, Scotford, Wright and Fusselman.  
Noes: None  
Councilman Jordan not voting..

WARRANTS:

Upon motion of Councilman McKannay, Warrants Nos. 1 to 59, inclusive, were ordered paid. Motion was seconded by Councilman Scotford and carried by the following vote:

Ayes: Councilmen McKannay, Scotford, Jordan, Wright and Fusselman.  
Noes: None.

There being no further business, the meeting was adjourned to Tuesday, September 13, 1932, at the hour of 8 o'clock P.M.

Read and approved Sept. 22/32.

J. L. Brown Clerk