ACCEPTABLE FORMS OF DEPOSIT FOR SECURITY BONDS
(ROAD & GRADING)

There are three options for posting a security bond with the City of Mill Valley Public Works.

1. Posting a Certificate of Deposit from Bank of America or WestAmerica, downtown Mill Valley branches, Metro Commerce Bank in San Rafael and Bank of Marin in Corte Madera. This would enable you to collect interest. It must be made payable to the City of Mill Valley and will be kept on file with the Public Works Department for the duration of your construction.

2. The City will accept a personal check or cashiers check that is made payable to the City of Mill Valley. It will be put into a city account and held for the duration of your construction. With this option, you will not collect interest.

3. Security in the form of a letter of credit, only with the approval of the City Engineer and City Attorney.

You will want to take photos or a video of your existing street showing any existing damage before you start construction. Hold on to these items unless requested by Public Works Department. Public Works does not examine the street before construction.

Road bonds will be returned after the project receives final inspection from the Building Department. Grading bonds may be returned prior to final inspection, if all permanent erosion control measures have been implemented, and there will be no further disturbance of the site.

Once you receive final approval from the Building Department, you will need to contact Public Works at 388-4033 and request a final inspection for your road bond. If everything is satisfactory, we will release your certificate of deposit with a formal letter.

If you posted a check you need to make a request seven (7) working days in advance of the 1st & 15th of each month. This is to enable Public Works to make an inspection and a request for a check from the Finance Department.

If you have any further questions, please contact Public Works Department at 415/388-4033.