



REGULAR CITY COUNCIL MEETING AGENDA

City Hall - Council Chambers
4381 Broadway St., Suite 201, American Canyon
January 21, 2025
6:30 PM

Mayor: Pierre Washington
Vice Mayor: Mark Joseph
Councilmembers: Brando Cruz, Melissa Lamattina, David Oro

Tonight's meeting is a limited public forum. American Canyon promotes respectful and responsible behavior among its meeting participants, whether they are present in person or remotely. Using offensive language or remarks that promote, foster, or perpetuate discrimination based on race, creed, color, age, religion, gender marital status, status regarding public assistance, national origin, physical or mental disability or sexual orientation/gender identification, as well as any other category protected by federal, state or local laws will not be tolerated. In the case of an occurrence, the speaker will be immediately disconnected from the microphone.

PUBLIC PARTICIPATION

City Council and other public meetings will be conducted in person. This meeting is also available via Zoom, is broadcast live to residents on Napa Valley TV, on our [website](#) and on [YouTube](#).

Zoom Link: [Click here](#). **Webinar ID:** 849 9699 3806; **Passcode:** 12345. **Phone in to Zoom:** 408-638-0968

Oral comments, during the meeting: Oral comments can be made in person during Open and Closed Session or through Zoom in Open Session only. On Zoom use the "raise your hand" tool during any public comment period. To avoid confusion, hands raised outside of Public Comment periods will be lowered.

Written comments: Submit written comments by the [eComments link](#), located on the Meetings & Agendas page of our website. eComments are available to council members in real time. To allow for Council review of comments, eComments will close at 3:00 pm on the day of the meeting.

The above identified measures exceed all legal requirements for participation in public comment, including those imposed by the Ralph M. Brown Act. For more information, please call the Office of the City Clerk at (707) 647-4369 or email cityclerk@americancanyon.gov.

AGENDA MATERIALS: City Council agenda materials are published 72 hours prior to the meeting and are available to the public via the City's website at www.americancanyon.gov.

AMERICANS WITH DISABILITIES ACT: The City Council will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to City Clerk at 4381 Broadway, Suite 201, American Canyon, CA 94503 or by email to cityclerk@americancanyon.gov. Include your name, address, phone number and brief description of the requested materials, as well as your preferred alternative format or auxiliary aid, at least three calendar days before the meeting.

3:00 P.M. – CLOSED SESSION

The mayor will call the meeting to order and conduct roll call. Council will immediately convene into Closed Session after hearing any public comment on Closed Session items. At 6:30 p.m. the Council will reconvene into Open Session and then resume Closed Session at the end of the meeting to address outstanding items, if necessary.

CALL TO ORDER - CLOSED SESSION

ROLL CALL - CLOSED SESSION

PUBLIC COMMENTS - CLOSED SESSION ITEMS

This time is reserved for members of the public to address the City Council on Closed Session Items only. Comments must be made in person and are limited to 3 minutes. Comments for items on the Open Session agenda will be taken when the item is called in Open Session. Comments for Items not on the Closed Session or Open Session agenda will be heard during the Open Session Public Comment period.

MEETING RECESS - COUNCIL TO CONVENE IN CLOSED SESSION

3:00 P.M. CLOSED SESSION ITEMS

- 1. Matters Relating to Public Employment Public Employee Performance Evaluation Pursuant to Government Code Section 54957.
Positions: Jason Holley, City Manager; William Ross, City Attorney**
- 2. Conference with Legal Counsel - Existing Litigation. Authorized pursuant to Government Code Section 54956.9(d)(1):**
 - a. *City of American Canyon v. City of Vallejo, et al.* (Sacramento Superior Court Case No. 34-2022-00327471).**
 - b. *City of Vallejo v. City of American Canyon et al.* (Third District Court of Appeal Case No. C102070; formerly Sacramento County Superior Court Case No. 23WM000055).**
 - c. *City of Vallejo v. City of American Canyon et al.* (Sacramento County Superior Court Case No. 24WM000078).**
 - d. *City of Vallejo v. City of American Canyon et al.* (Marin County Superior Court Case No. CV0003752).**
- 3. Conference with Legal Counsel – Anticipated Litigation. Authorized pursuant to Government Code Section 54956.9 (d)(2). One (1) Matter.
Recommendation:**

6:30 P.M. OPEN SESSION - REGULAR MEETING

CALL TO ORDER - COUNCIL TO RECONVENE IN OPEN SESSION

PLEDGE OF ALLEGIANCE

ROLL CALL - OPEN SESSION

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

PROCLAMATIONS AND PRESENTATIONS

There are no Proclamation or Presentation items.

PUBLIC COMMENTS - ITEMS NOT ON CLOSED SESSION OR OPEN SESSION AGENDA

This time is reserved for members of the public to address the City Council on items that are not on the Closed Session or Open Session agenda and are within the subject matter jurisdiction of the City Council. Comments are limited to 3 minutes. Comments for items on the Open Session agenda will be taken when the item is called in Open Session. The City Council is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the City Council does not respond to public comment at this time.

AGENDA CHANGES

The Mayor and Council may change the order of the Agenda or request discussion of a Consent Item. A member of the Public may request discussion of a Consent Item by making that request during Public Comment.

CONSENT CALENDAR

4. [Minutes of December 17, 2024](#)

Recommendation: Approve the minutes of the Regular City Council meeting of December 17, 2024.

5. [Minutes of January 15, 2025](#)

Recommendation: Approve the minutes of the Special City Council - Planning Commission Interviews meeting of January 15, 2025.

6. [Report Upon Return from Closed Session](#)

Recommendation: Approve the Report Upon Return from Closed Session for the Regular City Council meeting of December 17, 2024.

7. [Acceptance of Class 1 Bicycle Path improvements adjacent to Wetlands Edge Court](#)

Recommendation: Adopt a Resolution accepting the Class 1 Bicycle Path improvements adjacent to Wetlands Edge Court and associated with the SDG Commerce 217 Wine Warehouse Project.

8. [OpenGov Agreement for Computerized Maintenance Management System \(CMMS\)](#)

Recommendation: Adopt a Resolution authorizing the City Manager to enter into an agreement with OpenGov for CMMS Software Solution.

9. [Amendment # 1 to Agreement # 2024-86 - Anderson Home Repair, Inc.](#)

Recommendation: Adopt a Resolution authorizing Amendment #1 to Agreement #2024-86 - Anderson Home Repair, Inc. for Wastewater and Water Operations Management Services in the amount of \$220,000 for a total contract amount not to exceed \$315,000

10. [Measure T MOE and Equivalent Fund Certification FY2023/24](#)

Recommendation: Take the following actions related to Measure "T" (The Napa Countywide Road Maintenance Act):

1. Adopt a Resolution approving the Maintenance of Effort (MOE) certification of \$370,015 as required under Measure "T" Program (The Napa Countywide Road

Maintenance Act)

2. Adopt a Resolution approving certification of Equivalent Fund expenditures under the Measure "T" Program (The Napa Countywide Road Maintenance Act).

11. Ordinance Modifying Certain Compensation Provisions for the Members of the City Council Second Reading

Recommendation: Waive reading, read by title only, and adopt Ordinance 2024-09 modifying the compensation of the members of City Council.

PUBLIC HEARINGS

There are no Public Hearing items.

BUSINESS

12. Notice Voiding Planning Commission's Issuance of Napa Valley Ruins and Gardens (NVRG) Fencing Design Review Permit

MANAGEMENT AND STAFF ORAL REPORTS

MAYOR/COUNCIL COMMENTS AND COMMITTEE REPORTS

The Mayor and Council may comment on matters of public concern and announce matters of public interest; no collective council action will be taken.

FUTURE AGENDA ITEMS

13. Future Agenda Items of Note

ADJOURNMENT

CERTIFICATION

I, Taresa Geilfuss, City Clerk for the City of American Canyon, do hereby declare that the foregoing agenda of the City Council was posted in compliance with the Brown Act prior to the meeting date.

Taresa Geilfuss, CMC, City Clerk

**CITY OF AMERICAN CANYON
REGULAR CITY COUNCIL MEETING**

ACTION MINUTES
December 17, 2024

5:30 P.M. – CLOSED SESSION

CALL TO ORDER - CLOSED SESSION

Action: Closed session was called to order at 5:30 p.m.

ROLL CALL - CLOSED SESSION

Present: Councilmembers Brando Cruz, Melissa Lamattina, David Oro, Vice Mayor Mark Joseph, Mayor Pierre Washington

Absent: None

Excused: None

PUBLIC COMMENTS – CLOSED SESSION ITEMS

Mayor Washington called for public comment. Written comments: none. Oral Comments: none
The public comment period was closed.

MEETING RECESS - COUNCIL TO CONVENE IN CLOSED SESSION

5:30 P.M. CLOSED SESSION ITEMS

1. Conference with Legal Counsel - Existing Litigation. Authorized pursuant to Government Code Section 54956.9(d)(1):

- a) City of American Canyon v. City of Vallejo, et al. (Sacramento Superior Court Case No. 34-2022-00327471).
- b) City of Vallejo v. City of American Canyon et al. (Third District Court of Appeal Case No. C102070; formerly Sacramento County Superior Court Case No. 23WM000055).
- c) City of Vallejo v. City of American Canyon et al. (Sacramento County Superior Court Case No. 24WM000078).
- d) City of Vallejo v. City of American Canyon et al. (Marin County Superior Court Case No. CV0003752).

2. Conference with Legal Counsel – Anticipated Litigation. Authorized pursuant to Government Code Section 54956.9 (d)(2). Three (3) Matters.

6:30 P.M. OPEN SESSION - REGULAR MEETING

CALL TO ORDER - COUNCIL TO RECONVENE IN OPEN SESSION

The City Council meeting was called to order at 6:36 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL - OPEN SESSION

Present: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Vice Mayor Joseph, Council Member David Oro, Mayor Pierre Washington

Absent: None

Excused: None

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

Action: A report on Closed Session and confirmation of reportable action was given by City Attorney William Ross.

PROCLAMATIONS AND PRESENTATIONS

3. Proclamation Congratulating American Canyon High School on winning the 2024 CIF Division 5A State Football Championship

Mayor Washington announced the proclamation. It was received by American Canyon High School Head Football Coach Trevor Hudson.

PUBLIC COMMENTS - ITEMS NOT ON CLOSED SESSION OR OPEN SESSION AGENDA

Mayor Washington called for public comments. Written comments: none. Oral comments: Karen Fritz was called to speak. The public comments period was closed.

AGENDA CHANGES

There were no agenda changes.

CONSENT CALENDAR

Action: Motion to adopt Consent calendar made by Vice Mayor Joseph, seconded by Councilmember Lamattina, and CARRIED by roll call vote.

Ayes: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Vice Mayor Joseph, Council Member David Oro, Mayor Pierre Washington

Nays: None

Abstain: None

Absent: None

Excused: None

4. Minutes of December 3, 2024

Action: Approved the minutes of the Regular City Council meeting of December 3, 2024.

5. Parks and Recreation Department User Fee Schedule

Action: Adopted Resolution 2024-91 of the City Council of the City of American Canyon to repeal and replace Resolution 2024-24 with the updated Parks and Recreation Department User Fee Schedule.

6. AB1600 Annual Report

Action: Received and filed the Development Impact Fee Report for the Fiscal Year ended June 30, 2024.

7. City Facilities Security Upgrade

Action: Adopted Resolution 2024-92 increasing the operating budget for the Water and Wastewater Enterprises, \$21,118 and \$46,531 respectively and authorizing the City Manager to enter into an agreement with Safe House Corporation for facility security upgrades for an amount not to exceed \$116,950.

8. Amendment #2 to Lease Agreement with SpectraSite Communications, LLC for Lease of City-owned Parcel

Action: Adopted resolution 2024-93 authorizing City Manager to execute Lease Amendment #2 with SpectraSite Communications, LLC

9. Watson Ranch Lots 14 & 15 Public Improvements Acceptance

Action: Adopted Resolution 2024-94 accepting the public streets and appurtenant utilities improvements associated with Watson Ranch Lots 14 and 15 Public Improvements Project.

PUBLIC HEARINGS

Action: There were no Public Hearings.

BUSINESS

10. Final List of Commission Vacancies and Appointment Process

Council received a Commission Vacancies and Appointment Process staff report from City Manager Jason Holley. Mayor Washington called for public comments. Written comments: none. Oral comments: none. The public comment period was closed.

Action: Motion to adopt Minute Order 2024-16 order the final list of commission vacancies and approve the process for appointing new commission members made by Vice Mayor Joseph, seconded by Councilmember Cruz, and CARRIED by roll call vote.

Ayes: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Vice Mayor Joseph, Council Member David Oro, Mayor Pierre Washington

Nays: None

Abstain: None

Absent: None

Excused: None

11. Annual Comprehensive Financial Report and Year-end Financial Results

Council received an Annual Comprehensive Financial Report and Year-end Financial Results staff report from Interim Assistant City Manager Juan Gomez. Mayor Washington called for public comments. Written comments: none. Oral comments: none. The public comment period was closed.

Action: Motion to Receive the draft Annual Comprehensive Financial Report and related communications from the City's external auditor for Fiscal Year 2023-24. made by Vice Mayor Joseph, seconded by Councilmember Cruz, and CARRIED by roll call vote.

Ayes: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Vice Mayor Joseph, Council Member David Oro, Mayor Pierre Washington

Nays: None

Abstain: None

Absent: None

Excused: None

12. Rancho Del Mar Paving and Utility Improvements Project Construction Contract

Council received a Rancho Del Mar Paving and Utility Improvements Project staff report from Public Works Director Erica Ahman-Smithies. Mayor Washington called for public comments. Written comments: none. Oral comments: none. The public comment period was closed.

Action: Motion to adopt Resolution 2024-95 : 1) Amending the FY2024-25 Capital Budget and increasing the Project Budget from \$5,916,232 to \$7,666,232; 2) Awarding a construction contract to Ghilotti Construction Company, Inc. in the amount of \$5,997,715; and 3) Authorizing the Public Works Director to approve and execute Contract Change Orders in an aggregate amount not to exceed the Project Budget, in conjunction with the Rancho Del Mar Paving and Utility Improvements Project (TR24-0300). made by Council Member Oro, seconded by Vice Mayor Joseph, and CARRIED by roll call vote.

Ayes: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Vice Mayor Joseph, Council Member David Oro, Mayor Pierre Washington

Nays: None

Abstain: None

Absent: None

Excused: None

13. Selection of Nominee for Napa County Representative on the Metropolitan Transportation Commission (MTC)

Council received a Selection of Nominee for Napa County Representative on the Metropolitan Transportation Commission District (MYC) staff report from City Manager Jason Holley. Council discussed the item and submitted Liz Alessio for consideration.

Action: Motion to adopt Minute Order No. 2024-16 directing staff to submit the name Liz Alessio to the Napa County City Selection Committee made by Vice Mayor Joseph, seconded by Councilmember Lamattina, and CARRIED by roll call vote.

Ayes: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Vice Mayor Joseph, Council Member David Oro, Mayor Pierre Washington

Nays: None

Abstain: None

Absent: None

Excused: None

MANAGEMENT AND STAFF ORAL REPORTS

Council received oral updates from Parks & Recreation Director Alexandra and Community Development Director Brent Cooper.

MAYOR/COUNCIL COMMENTS AND COMMITTEE REPORTS

The mayor and council members provided oral reports and announced items of community interest.

FUTURE AGENDA ITEMS

14. Future Agenda Items of Note

Council review future agenda items.

Action: Motion to add a discussion about a certification program for non-profits and revisions to the community recognition program made by Vice Mayor Joseph, seconded by Council Member David Oro, and CARRIED by roll call vote.

Ayes: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Vice Mayor Joseph, Council Member David Oro, Mayor Pierre Washington

Nays: None

Abstain: None

Absent: None

Excused: None

ADJOURNMENT

The meeting was adjourned at 8:25 p.m.

CERTIFICATION

Respectfully Submitted,



Nicolle Hall, Deputy City Clerk

DECEMBER 17, 2024 CITY COUNCIL MEETING

Proclamations

- **ACHS Wolves – 2024 CIF 5A State Champions:** Proclamation received by Coach Trevor Hudson and the American Canyon High School football team



City Action

- Adopted by Minute Order the final list of commission vacancies and appointment process
- Received the FY 2024-25 Annual Comprehensive Financial Report
- Adopted a resolution approving a construction contact for the Rancho Del Mar Paving and Utilities Improvements project
- Selected a nominee for Napa County representative on the Metropolitan Transportation Committee (MTC)

Next time...

Join our **January 21** meeting to learn more about:

- City Council Member recognitions
- Skatepark Municipal Code Update
- Human Resources Annual Report
- and more!

View presentations, agenda packets and meeting details:



**CITY OF AMERICAN CANYON
SPECIAL CITY COUNCIL MEETING**

ACTION MINUTES
January 15, 2025

6:00 P.M. OPEN SESSION - REGULAR MEETING

CALL TO ORDER

The Special City Council meeting for Planning Commission interviews was called to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Councilmember David Oro, Vice Mayor Mark Joseph, Mayor Pierre Washington

Absent: None

Excused: None

PUBLIC COMMENT

Mayor Washington opened public comments. Written comments: none. Oral comments: none. The public comment period was closed.

BUSINESS

1. Planning Commission Interviews

City Council conducted interviews of 7 applicants and selected 3 candidates to serve on the Planning Commission.

Action: Motion to adopt Minute Order 2025-01 appointing to the Planning Commission: Marilyn Abelon to a 4-year term, Shelby Goss to 4-year term, Charles Plummer to a 2-year term made by Councilmember David Oro, seconded by Vice Mayor Mark Joseph, and CARRIED by roll call vote.

Ayes: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Councilmember David Oro, Vice Mayor Mark Joseph, Mayor Pierre Washington

Nays: None

Abstain: None

Absent: None

Excused: None

2. Appointment Process for Remaining Commission Vacancies

City Council discussed the process for interviewing and appointing members to the remaining two commissions.

Action: Motion to interview both the Parks and Community Services and Open Space, Active Transportation and Sustainability Commission members on January 29, 2025, and directing City Clerk Taresa Geilfuss to prepare a schedule made by Councilmember David Oro, seconded by Councilmember Melissa Lamattina, and CARRIED by roll call vote.

Ayes: Councilmember Brando Cruz, Councilmember Melissa Lamattina, Councilmember David Oro, Vice Mayor Mark Joseph, Mayor Pierre Washington

Nays: None

Abstain: None

Absent: None

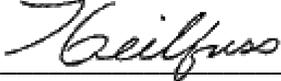
Excused: None

ADJOURNMENT

The meeting was adjourned at 8:55 p.m.

CERTIFICATION

Respectfully Submitted,



Taresa Geilfuss, City Clerk

William D. Ross
David P. Schwarz
Kypros G. Hostetter
Christina M. Bellardo

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Los Angeles, CA 90025

File No: 199/6

December 20, 2024

VIA E-MAIL

The Honorable Pierre Washington, Mayor
and Members of the City Council
City of American Canyon
4381 Broadway, Suite 201
American Canyon, CA 94503

Re: Report Upon Return from Closed Session; Regular City Council Closed Session Meeting of the American Canyon City Council of December 17, 2024

Dear Mayor Washington and Members of the City Council:

This communication sets forth reportable action, if any, of the City Council (“Council”) of the City of American Canyon (“City”), consistent with provisions of the Ralph M. Brown Opening Meeting Act (Government Code Section 54950, *et seq.*) resulting from the Closed Session of the Regular City Council Closed Session Meeting of December 17, 2024, consistent with Government Code Section 54957.1.

Mayor Washington called the Meeting to order in Open Session at 5:30 p.m. and after ascertaining that there were no public comments on the matters agendized for Closed Session consideration, adjourned to Closed Session at 5:30 p.m.

There were two matters agendized for City Closed Session consideration:

1. Conference with Legal Counsel – Existing Litigation
Authorized Pursuant to Government Code Section 54956.9(d)(1)
 - a. City of American Canyon v. City of Vallejo, et al. (Sacramento Superior Court Case No. 34-2022-00327471).
 - b. City of Vallejo v. City of American Canyon et al. (Third District Court of Appeal Case No. C102070; formerly Sacramento County Superior Court Case No. 23WM000055).
 - c. City of Vallejo v. City of American Canyon et al. (Sacramento County Superior Court Case No. 24WM000078).

- d. City of Vallejo v. City of American Canyon et al. (Marin County Superior Court Case No. CV0003752).
2. Conference with Legal Counsel – Anticipated Litigation
Authorized pursuant to Government Code Section 54956.9(d)(2)
Three (3) Matters.

With respect to Closed Session Agenda Item Nos. 1.a., b., c., and d., there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 54956.9(d)(2).

Council Member Cruz was recused from one of the matters addressed under Closed Session Agenda Item No. 2 and did not participate in the Closed Session after 6:14 p.m.

With respect to one (1) of the matters addressed under Closed Session Agenda Item No. 2., there was Council direction (5-0) to confirm the response of the City to the Notice of Default of American Canyon 1, LLC, the Developer of the Watson Ranch Specific Plan Project (“Project”) concerning the Development Agreement for the Project. Except as indicated, there was no other reportable action under attorney-client privilege or the provisions of Government Code Section 54956.9(d)(2).

With respect to another matter considered under Closed Session Agenda Item No. 2., there was reportable action in the form of the City Attorney indicating under the provisions of Municipal Code Section 2.2.0.010(d) that Special Counsel had been retained to address issues concerning matters of anticipated litigation – the Firm of Berliner Cohen LLP. Except as indicated, there was no other reportable action under the common law attorney-client privilege or the provisions of Government Code Section 54956.9(d)(2).

With respect to the final matter considered under Closed Session Agenda Item No. 2., there was reportable action that Walmart Real Estate Trust had transferred \$151,229.00 to the City to satisfy the City claim for refund of specific costs associated with the Napa Junction Intersection Improvement. Except as indicated, there was no other reportable action under the attorney-client privilege or the provisions of Government Code Section 54956.9(d)(2).

Your Council concluded the Closed Session at 6:17 p.m.

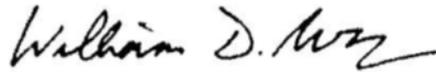
In Open Session, it was indicated that a written report upon return from Closed Session consistent with Government Code Section 54957.1, would be prepared concerning the matters agendaized for Closed Session.

This communication should be reviewed under the Consent portion of the Agenda of your next Regular or Special City Council Meeting.

The Honorable Pierre Washington, Mayor
and Members of the City Council
December 20, 2024
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Should you have questions concerning this Report, it may be taken off the Consent calendar when agendaized in the future, or our office may be contacted in the interim.

Very truly yours,

A handwritten signature in black ink, appearing to read "William D. Ross". The signature is fluid and cursive, with a long horizontal stroke at the end.

William D. Ross
City Attorney

WDR:jf

cc: Jason B. Holley, City Manager
Juan Gomez, Finance Director
Taresa Geilfuss, City Clerk



TITLE

Acceptance of Class 1 Bicycle Path improvements adjacent to Wetlands Edge Court

RECOMMENDATION

Adopt a Resolution accepting the Class 1 Bicycle Path improvements adjacent to Wetlands Edge Court and associated with the SDG Commerce 217 Wine Warehouse Project.

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director

Edison Bisnar, P.E., Senior Civil Engineer

BACKGROUND & ANALYSIS

On February 25, 2021, The City of American Canyon Planning Commission approved the Conditional Use Permit, PC Resolution No. 2021-03, for the construction of a 217,294 square foot single story wine warehouse on a 10.39-acre parcel, assessor's parcel numbers 058-030-065, at 1075 Commerce Court. Project Conditions of Approval number 65 requires the developer to construct a Class 1 bicycle path to fill in approximately 800-foot gap in bike infrastructure between the cul-de-sac at the terminus of Wetlands Edge Court and the northwest corner of Eucalyptus Drive and Wetlands Edge Road (Exhibit A.)

On December 6, 2023, The City of American Canyon Public Works Department approved the Class 1 Bicycle Path Improvements Plan.

On September 9, 2024, Record Drawings and Certified Letters associated with the Class 1 Bicycle Path Improvements were submitted to Public Works for review (Exhibit B) and approval.

Because the Class 1 Bicycle Path improvements have been completed, Public Works recommends that the SDG 217 Class 1 Bicycle Path Improvements be accepted into the City's system for operation and maintenance.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Infrastructure: "Develop and maintain infrastructure resources to support sustainable growth."

FISCAL IMPACT

All costs associated with the operation and maintenance of the public facilities will be the responsibility of the City.

ENVIRONMENTAL REVIEW

Pursuant to the California Environmental Quality Act, the Final Environmental Impact Report for the Project was presented at a noticed public hearing held on February 25, 2021. The Planning Commission adopted Resolution 2021-02 recommending that the City Council adopt the Mitigation Monitoring and Reporting Program.

ATTACHMENTS:

1. [Resolution](#)
2. [Exhibit A](#)
3. [Exhibit B](#)

RESOLUTION NO. 2025 - _____

RESOLUTION ACCEPTING THE CLASS 1 BICYCLE PATH IMPROVEMENTS ADJACENT TO WETLANDS EDGE COURT AND ASSOCIATED WITH THE SDG COMMERCE 217 WINE WAREHOUSE PROJECT

WHEREAS, on February 25, 2021, The City of American Canyon Planning Commission approved the Conditional Use Permit, PC Resolution No. 2021-03, for the construction of a 217,294 square feet single story wine warehouse on a 10.39-acre parcel, assessor’s parcel numbers 058-030-065, at 1075 Commerce Court; and

WHEREAS, Project Conditions of Approval No. 65 requires the Project to construct a Class 1 bicycle path to fill in approximately 800-foot gap in bike infrastructure between the cul-de-sac at the terminus of Wetlands Edge Court and the northwest corner of Eucalyptus Drive and Wetlands Edge Road (Exhibit A); and

WHEREAS, on December 6, 2023, The City of American Canyon Public Works Department approved the Class 1 Bicycle Path Improvements Plan; and

WHEREAS, on September 9, 2024, Record Drawings and Certified Letters associated with the Class 1 Bicycle Path Improvements were submitted to Public Works (Exhibit B).

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of American Canyon hereby accepts Class 1 Bicycle Path improvements associated with the SDG Commerce 217 Wine Warehouse Project, into the City’s system for operation and maintenance.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 21st day of January 2025, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney

- Attachments:
- Resolution
 - Exhibit A: SDG 217 Conditional Use Permit PC Resolution 2021-03
 - Exhibit B: Class 1 Bicycle Path Improvements Record Drawings

PC RESOLUTION 2021-03

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF AMERICAN CANYON, CALIFORNIA, APPROVING A CONDITIONAL USE PERMIT FOR A NEW 217,294 SQUARE FOOT SINGLE STORY 35-FOOT TALL WINE WAREHOUSE ON A 10.39-ACRE SITE AT 1075 COMMERCE COURT, APN 058-030-065 (FILE NO. PL20-0008)

WHEREAS, a Conditional Use Permit application (PL20-0008) was filed by Stravinski Development Group, LLC for a new 217,294 square-foot single story 35-foot tall wine warehouse on a 10.39-acre site with parking, truck and trailer loading spaces, drive aisles, landscaping, and a stormwater detention pond at 1075 Commerce Court, APN 058-030-065; and

WHEREAS, the Planning Commission adopted Resolution 2021-XX approving a Mitigated Negative Declaration and approval of the Mitigation Monitoring and Reporting Program for the project; and

WHEREAS, a duly-noticed public hearing was held by the City of American Canyon Planning Commission on January 28, 2021 and February 25, 2021, on the subject application, at which time all those in attendance were given the opportunity to speak on this proposal; and

WHEREAS, the Planning Commission has considered all of the written and oral testimony presented at the public hearing in making its decision.

NOW, THEREFORE, BE IT RESOLVED that the American Canyon Planning Commission approves a Conditional Use Permit for a wine warehouse (PL20-0008) based on the findings contained in Sections 1, and the conditions of approval contained in Section 2.

SECTION 1: CONDITIONAL USE PERMIT FINDINGS

A. Approval of the SDG Commerce 217 Wine Warehouse Conditional Use Permit requires that all of the following findings be made, pursuant to American Canyon Municipal Code Section 19.42.020:

1. The proposed use is consistent with the policies and programs of the general plan and any applicable master or specific plan.

The proposed use is consistent with the Recreation Designation in the General Plan because wine-related uses are permitted uses in this designation through implementation of the Commercial Recreation zoning district. The wine warehouse use is consistent with Policies 1.22.4 and 1.22.7 of the General Plan related to the design of industrial buildings as found in Section B.1 below.

The project will contribute to the provision of necessary transportation improvements called for in the 2013 Circulation Element update because it will pay the Traffic Impact fees adopted by City Council in January 2015. Additionally, the project will develop a segment of the bike lane connection from Eucalyptus Drive, see Mitigation Measures.

2. The proposed use is consistent with the purpose(s) and standards of the applicable zoning district(s).

A wine warehouse is an allowed use in the Commercial Recreation zoning district with issuance of a conditional use permit. The project complies with all applicable design standards.

3. The proposed use complies with applicable policies of the Napa County Airport land use compatibility plan.

The project is consistent with Zones D and E of the Napa County Airport Land Use Compatibility Plan. Warehouses are acceptable with recordation of an Avigation and Hazard Easement Deed. The property-owner completed the recordation in on July 26, 2019.

4. The project site is physically suitable for the type and intensity of land use being proposed.

The site is flat with few physical constraints. The site is physically suitable for a warehouse.

5. The proposed use will not be a nuisance or materially detrimental to the general health, safety, and welfare of the public or to property and residents in the vicinity.

The wine warehouse will not be a nuisance to detrimental to property and residents in the vicinity. No residential parcels are near the site.

6. The site for the proposed use has adequate access, and meets parking and circulation standards and criteria.

The wine warehouse use has adequate access and meets all parking and circulation standards.

7. There are adequate provisions for water and sanitary services, and other public utilities to ensure that the proposed use would not be detrimental to public health and safety.

Water, sewer and utilities will be extended to the wine warehouse.

- B. The SDG Commerce 217 project requires the following additional findings related to design:

1. The project and its design complies with any applicable design guidelines.

Although this project is located in the Recreation designation in the General Plan, the project complies with the design and development principles set out in the General Plan as Policy 1.22.4 and 1.22.7 regarding industrial projects, in that the large scale of the building is broken up through the use of changes in color, variety in the parapet heights, and architectural detailing. Extensive landscaped is provided along the street frontage and in the parking lot. Truck access is safe and efficient.

2. The project's quality and character are compatible with the surrounding area, unless physically deteriorated or blighted, and will not be materially detrimental to existing development.

The project is compatible with the quality and character of the surrounding area because it maintains sufficient setbacks, and has landscaped parking areas and perimeters. The building is detailed with a varied roofline with a parapet to screen roof level installations.

3. The proposed design is compatible with existing development in the area in terms of scale, height, bulk, proportion, materials, cohesiveness, color, and the preservation of privacy.

The building will be designed with earth-tone colors with a style consistent with other recently approved warehouses. The site entry will be fully landscaped along with the north and east setback areas. The building will be screened with Western Redbuds, Grape Myrtles, and London Plane trees.

4. The design improves the community's appearance by avoiding both excessive variety and monotonous repetition.

The building offers articulation and visual interest through use of recessed panels and canopies around offices and corners of the building. The parapet wall varies in height with wall reveals, wall caps and lintels to provide architectural relief. Defined entries are provided at the northeast and northwest corners, and at the mid-point of the north elevation. The site also has many landscaped areas which create separation and interest in the design.

5. The proposed design promotes a harmonious transition in terms of scale and character between areas of different general plan land use designations and zoning districts.

Surrounding properties to the west, south and east on in the same General Plan Recreation designation and Commercial Recreation zoning district. The properties to the west, south and east contain existing or proposed recreation uses, and extensive landscaping and substantial setbacks are provided along those property lines to help buffer and screen the building from recreation uses.

6. The proposed design provides for adequate and safe on-site vehicular and pedestrian circulation.

The warehouse site has a continuous driveway around the site providing emergency access to all portions of the site. Access to the warehouse is from Commerce Blvd that continues southward into Commerce Court. Pedestrian walkways are provided within the primary parking areas in the northern portion of the site.

SECTION 2. CONDITIONS OF APPROVAL

Planning Division

Approval, Exhibits, and Indemnification

1. The Conditional Use Permit approval is granted for a new 35-foot tall, single-story 217,294-square foot Wine Warehouse on a 10.39-acre site with parking, truck and trailer loading spaces, drive aisles, landscaping, and stormwater detention features at 1075 Commerce Circle, APN 058-030-065 (file no. PL20-0008), which shall be substantially as shown on file in the Community Development Department, except as modified by conditions contained in this approval. Exhibit A includes the following:
 - 1) Architectural Plans prepared by Ward Architects, consisting of 12 sheets showing the proposed site plans, building elevations, roof plans, and landscaping plans, submitted on 10-2-2020.
 - 2) Civil plans prepared by RSA+, consisting of 6 sheets showing the grading, utilities, and site layout plans submitted on 10-2-2020.
2. The applicant shall defend, indemnify, and hold harmless the City of American Canyon ("City"), its elected officials, officers, employees, attorneys, representatives, boards, commissions, consultants, volunteers and agents from and against all claims, actions, including actions to arbitrate or mediate, damages, losses, judgments, liabilities, expenses and other costs, or proceedings against the City, its elected officials, officers, employees, attorneys, representatives, boards, commissions, volunteers, or agents to attack, modify, set aside, void, or annul an approval, conditional approval, permit, entitlement, environmental document, environmental clearance, mitigation plan, or any other document or any of the proceedings, acts, or determinations taken, done, or made prior to granting of such approval, conditional approval, permit, entitlement, environmental clearance, environmental document, mitigation plan, or other documents, by the City, including, without limitation, an action against an advisory agency, appeal board, or legislative body within the applicable limitation period.

The obligation to defend, indemnify and hold the City harmless shall include the payment of all legal costs and attorney's fees (including a third party award of attorney's fees), arising out of, resulting from, or in connection with the City's act or acts leading up to and including approval of any

environmental document or mitigation plan granting approvals to the applicant, incurred on behalf of, or by, the City, its elected officials, officers, employees, representatives, attorneys, boards, commissions, volunteers and agents in connection with the defense of any claim, action, or proceeding challenging the entire or a portion of an approval, conditional approval, permit, entitlement or any other document of any related claim.

The obligation to defend, indemnify, and hold the City harmless shall include, but not be limited to, the cost of preparation of any administrative record by the City, staff time, copying costs, court costs, or attorney's fees arising out of a suit or challenge contesting the adequacy of a permit, approval, conditional approval, entitlement, environmental document, mitigation plan, environmental clearance, or any other document or approval related to the applicant's project.

The City will promptly notify the applicant of any claim, action, or proceeding and will cooperate fully in the defense. If the City fails to promptly notify the applicant of any claim, action, or proceeding, or the City fails to cooperate fully in the defense, the applicant shall not be responsible to defend, indemnify, or hold harmless the City.

In the event a legal challenge to a City permit, approval, conditional approval, environmental document, environmental clearance, mitigation plan, entitlement or any other document, proceeding, determination, or action related to the applicant's project is successful, and an award of attorneys' fees is granted against the City, the applicant shall be responsible to timely pay the full amount of such an award.

3. Appeal. The approval shall become effective on the expiration of the appeal period, ten calendar days following the decision, unless an appeal to the City Council is filed. An appeal may be filed with the Community Development Director by filling out an Appeal Form accompanied by a fee of \$703. This approval is also subject to return of the "Applicant Confirmation of Conditions of Approval" form signed by the property owner. Should an appeal period end on a Saturday, Sunday or holiday, the final day for filing an appeal shall be the following Monday, or the next business day following a holiday. If there is no appeal, this approval will be final on March 8, 2021.
4. The applicant is responsible for paying all charges related to the processing of this discretionary case application within 30 days of the issuance of the final invoice or prior to the issuance of building permits for this project, whichever occurs first. Failure to pay all charges shall result in delays in the issuance of required permits or the revocation of the approval of this application.
5. The date upon which the approval is final shall be considered the day of the imposition of the fees, dedications, reservations and exactions required by these conditions approval for the purposes of protesting the imposition pursuant to California Government Code Section 66020.
6. Expiration of this Approval. If no construction permits have been issued and construction commenced within one year of the date upon which this approval is final, the approval shall become null and void and of no effect. An extension of time may be granted by the Community Development Director upon the written request by a responsible party before the expiration of the one-year period, provided that the Director can make the findings that there have been no substantial changes in the approved plans, and that there has been no change of circumstances which would prevent any of the required findings of approval being made.
7. All plans submitted for review and approval and all development shall be in substantial conformance with the approved exhibits, except where modified by a condition of approval. The Community Development Director or designee may approve minor changes to the project as approved by the Planning Commission on the plans submitted for the construction permits with a determination that

the changes are in substantial compliance with the representation of the project as reviewed by the Planning Commission and City Council, that the proposed change will be in compliance with the required development standards, and the change will not materially affect adjacent private or public property.

8. The conditions of this Permit shall be printed on the first sheet of each plan set submitted for a building permit pursuant to this Conditional Use Permit, under the title "Conditional Use Permit Conditions". The second sheet may also be used if the first sheet is not of sufficient size to list all of the conditions. The sheet(s) containing the conditions shall be of the same size as those sheets containing the construction drawings; 8-1/2" by 11" sheets are not acceptable.
9. All new roof top equipment is required to be screened. The parapet shall be opaque and equal in height of the top of the rooftop mechanical equipment.
10. Plans submitted for building permits shall include all exterior site lighting including building mounted lighting, lighting within the parking areas and along walkways that provide a minimum of 1-foot candle illumination of these areas. Lighting shall be shielded as appropriate and avoid light spillage or glare from the project site. Exterior light fixtures on buildings shall be oriented downward and shall be shielded to return potential light and glare impacts.

Landscape and Irrigation Plans

11. The applicant shall agree to a licensing agreement that requires them to maintain the landscaping within the right-of-way along the project frontage. Prior to final inspection of the building permit, the applicant shall amend their facilities operation and maintenance plan (O&M plan) to include this activity.
12. The landscape plan shall comply with the requirements of the California Government Code 65591 et. seq. known as the Water Conservation in Landscaping Act as set out in the model water efficient landscape ordinance adopted by the California Department of Water Resources and amended in 2015. All plant material shall be served by a city-approved automatic irrigation system.
13. Prior to the issuance of a certificate of occupancy, all landscaping shall be completed and the project's landscape architect shall provide a written certification that all plant materials have been installed in accordance with the approved landscape plan.
14. All planting shall be maintained in good growing condition. Such maintenance shall include, where appropriate, pruning, mowing, weeding, cleaning of debris and trash, fertilizing and regular watering. Whenever necessary, planting shall be replaced with other plant materials to insure continued compliance with applicable landscaping requirements. Required irrigation systems shall be fully maintained in sound operating condition with heads periodically cleaned and replaced when missing to insure continued regular watering of landscape areas, and health and vitality of landscape materials.
15. All tree stakes and ties shall be removed within one year following installation or as soon as trees are able to stand erect without support.
16. Clear sight triangles shall be maintained at all driveways. Low-lying plantings and other site fixtures, including signs, shall be no taller than 30 inches within the site's vision triangles.

Signs

17. Signs for the project shall require a sign permit approval from the Community Development Department. This requirement does not apply to traffic signs, building addressing or directional signs for wayfinding.

Building and Safety

18. At plan submittal for building permit, provide a complete code study with occupancy, square feet, firewalls, and fire sprinklers.
19. The applicant shall have the detailed building and site plans reviewed by a Certified Accessibility Specialist to verify that the proposed construction will comply with accessibility requirements. Each application for site construction or building permit shall be accompanied by a written report from a Certified Accessibility Specialist verifying that the site and building design as shown on the submitted plans comply with all accessibility requirements.
20. All construction plans and buildings onsite shall conform to the California Code of Regulations, Title 24. All building plans shall include all necessary recommendations from the Geotechnical Report for the site, to be superseded only by the California Code if any conflicts arise.
21. Prior to the issuance of a certificate of occupancy, the applicant shall submit a letter of certification to the Building Official from the project architect and civil engineer certifying that all improvements have been constructed in accordance with the approved building plans. Determination of consistency shall be subject to the review and approval of the Building Official.
22. Site Improvement plans shall show slopes of all sidewalks and walkways and paths of travel to use site facilities including trash/recycling facilities. The applicant shall have the detailed building and site plans reviewed by a Certified Accessibility Specialist to verify that the proposed construction will comply with accessibility requirements. Each application for site construction or building permit shall be accompanied by a written report from a Certified Accessibility Specialist verifying that the site and building design as shown on the submitted plans comply with all accessibility requirements.
23. Recycling of Construction and Demolition Debris: Prior to issuance of a building permit the applicant shall submit a plan for the diversion of at least 70 percent of the debris from the building demolition and construction. The plan shall include the qualified recycler that will be used, the methods of managing diversion of construction materials on site, and the proposed documentation that will be submitted to confirm that the diversion goal has been met.

Fire Protection

24. In accordance with the standard mitigation measures and conditions of approval set forth by the American Canyon Fire Protection District, the developer shall pay the Fire Impact Fees (see current Standard Fees and Charges adopted by resolution), prior to the issuance of any building permits.
25. Fire District plan review shall be based on the information submitted at the time of permit application. Any changes to the approved/permitted scope of work including additions, alterations, demolition, repair or a change in occupancy/use may impact the project requirements, including but not limited to the installation of additional fire protection systems or components.
26. Prior to building permit issuance, provide a fire department circulation plan using the City's ladder truck and demonstrate clear turning movements into and out of the project. The final design of fire

department access components shall be reviewed and approved by the Fire Marshal prior to installation.

27. Fire Apparatus Access Roads shall be designed in accordance with provisions set forth in the California Fire Code Chapter 5 and Appendix D as amended by the American Canyon Fire Protection District and the applicable Public Works Standard.
28. Fire apparatus access roads shall have an unobstructed minimum width of 20 feet (curb to curb) and a minimum unobstructed vertical clearance of 13' 6". They shall have an all-weather paved surface capable of supporting a GVW of 75,000 pounds.
29. Access roads shall be completed with all-weather surfaces prior to the stockpiling of combustible materials or beginning combustible construction.
30. When required by the Fire Chief, fire apparatus access roads shall be designated as Fire Lanes and appropriate signs and/or markings installed in accordance with the California Vehicle Code and approved City standards.
31. Fire Protection systems shall be installed in accordance with provisions set forth in the California Fire Code as amended by the American Canyon Fire Protection District and the applicable National Fire Protection Association Standard.
32. There shall be no deferred submittals for fire protection equipment. Plans and calculations for all fire protection systems and features shall be submitted and approved prior to the issuance of a building permit.
33. An approved water supply capable of supplying the required fire flow for fire protection systems shall be provided to all premises upon which facilities or buildings are hereby constructed or moved into or within the City. Required fire flow and hydrant distribution shall be in accordance with Appendix B and C of the California Fire Code.
34. There shall be no more than 300 feet between public fire hydrants located along the public street frontage. (ACFPD ordinance)
35. The fire protection equipment shall be located within an interior room having an exterior access door or in an exterior enclosure attached to the building, specifically for the purpose of housing such equipment.
36. When fire sprinkler systems are required in buildings of undetermined use, they shall be designed and installed to have a sprinkler density of not less than that required for an Extra Hazard Group II use with a minimum design area of 2,500 square feet.
37. New buildings and additions to existing buildings shall conform to requirements set forth in the currently adopted editions of the California Building Code, California Fire Code, Fire District standards and Nationally Recognized Standards.

Public Works General Conditions of Approval

38. The Applicant shall be responsible for all City map check, plan check and inspection costs. The Applicant shall establish a Developer Deposit Account with the City upon the initiation of plan check services. The amount of the initial deposit shall be determined by the City Engineer. Additional funds may be required based upon actual costs.

39. All improvements shall be designed in accordance with the American Canyon Municipal Code (ACMC), City of American Canyon Engineering Standard Plans and Specifications for Public Improvements (City Standards), except as specifically noted otherwise in these conditions.
40. All existing overhead utilities, both on-site and along project frontages, and all new utilities to serve the project, shall be placed underground. Exceptions may be allowed for surface mounted transformers, pedestal mounted terminal boxes and meter cabinets.
41. Unless otherwise explicitly permitted, all existing wells, septic tanks and/or underground fuel storage tanks shall be abandoned under permit and inspection of Napa County Department of Environmental Services or other designated agency. If there are none, the project engineer shall provide a letter describing the scope of the search done to make this determination.
42. A detailed Soils Investigation/Geotechnical Report shall be prepared and submitted for review. The report shall address, at a minimum, potential for liquefaction, R-values, expansive soils and seismic risk. The improvement plans shall incorporate all design and construction criteria recommended in the Geotechnical Report.
43. A drainage report prepared by a California Registered Civil Engineer shall be submitted for review with the initial submittal of the Improvement Plans. The report shall include detailed hydrologic and hydraulic calculations to support the design and sizing of all public and private drainage facilities including storm drains and detention facilities. The report shall address existing downstream storm drain facilities and hydraulic conditions which may impact the design of proposed facilities and improvements.
44. A detailed post-construction Stormwater Control Plan (SWCP) that identifies and sizes all permanent post-construction stormwater treatment BMPs shall be prepared and submitted for review and approval. The SWCP shall be prepared in accordance with the latest edition of the *Bay Area Stormwater Management Agencies Association (BASMAA) Post-Construction Manual* and the requirements of the State Water Resources Control Board Phase II Municipal Separate Storm Water System (MS4) General Permit (Order 2013-0001 DWQ).
45. A Post Construction Stormwater Operations and Maintenance Plan that includes a plan sheet showing all storm drain and water quality infrastructure that is to be maintained, along with detailed instructions and schedules for the ongoing maintenance and operation of all post-construction stormwater BMPs shall be submitted for review and approval by the City Engineer. Once approved, the property owner(s) shall enter into an agreement with the City that provides the terms, conditions, and security associated with the ongoing requirements of the post-construction Stormwater Best Management Practices.
46. The Applicant shall secure all necessary rights-of-way and public and private easements for both onsite and offsite improvements. The Applicant shall prepare all necessary legal descriptions and deeds.
47. To the extent any offsite public improvements require the acquisition of property not currently owned by the Applicant or the City, the Applicant shall first make a good-faith effort to acquire the necessary property rights, however if the Applicant makes such an effort and is unable to acquire such rights, then the Applicant may request the City acquire the necessary property rights through the exercise of eminent domain provided that the Applicant enters first into an agreement with the City to pay for all costs incurred by the City to acquire such rights and if the City does not acquire the rights necessary to allow the offsite public improvements to be completed by the Applicant within statutory timeline provided by law, then the Applicant shall be relieved of the obligation to construct those off-site improvements only to the extent they require property not currently owned by the Applicant or the

City. The Applicant shall make a good-faith effort to identify and acquire the necessary property rights at the earliest opportunity.

48. The Applicant shall submit site Improvement Plans, prepared by a registered Civil Engineer, for review and approval by the City. The final plan set shall include all civil, landscape and joint trench drawings under a single cover sheet. No final grading or other construction shall be performed until the Improvement Plans have been approved. The Applicant shall not begin clearing, grubbing, or rough grading at the site prior to approval of the Improvement Plans, unless explicitly approved by the City of American Canyon through the standard grading and utilities only permit process. An Encroachment Permit is required for any work within City right of way. Encroachment Permits will not be issued prior to the approval of the Improvement Plans.
49. All public water service laterals or services (domestic, recycled and fire water) shall include approved backflow prevention devices.
50. Cathodic protection shall be provided for all water valves, fittings, hydrants, meters, backflow devices, ductile iron pipe, and other metal appurtenances, regardless of the findings of any soils corrosivity analysis.
51. The Applicant shall keep adjoining public and private streets free and clean of project dirt, mud, materials, and debris during the construction period in accordance with an approved SWPPP and Erosion and Sediment Control Plan using appropriate BMPs and as is found necessary by the City Engineer.
52. If any hazardous material is encountered during the construction of this project, all work shall be immediately stopped and the Fire Department, Napa County Department of Environmental Services or other designated agency, and the City Inspector shall be notified immediately. Work shall not proceed until clearance has been issued by all of these agencies.
53. Prior to final preparation of the subgrade and placement of base materials, all underground utilities shall be installed and service connections stubbed out behind the sidewalk. Public utilities, Cable TV, sanitary sewers, and water lines, shall be installed in a manner that will not disturb the street pavement, curb, gutter and sidewalk, when future service connections or extensions are made.
54. Where soil or geologic conditions encountered in grading operations are different from that anticipated in the soil and/or geologic investigation report, or where such conditions warrant changes to the recommendations contained in the original soil investigation, a revised soil or geologic report shall be submitted for approval by the City Engineer. Additionally, if field conditions warrant installation of any subdrains, the location, size and construction details must be provided to the City for review and approval prior to construction.
55. All new fire hydrants shall be covered with burlap sacks until the hydrants have been tested and found to be in conformance with City flow requirements. No storage of combustible materials or construction of building shall be permitted until all hydrants meet City flow requirements.
56. Prior to placing the final lift of asphalt, all public storm drain and sanitary sewer lines shall be video inspected at the Applicant's expense. All video media (CD, DVD, or portable hard drive) shall be submitted to the City. If any inadequacies are found, they shall be repaired prior to the placement of the final lift of asphalt.
57. All streets, curbs, gutters, sidewalks or other public facilities damaged in the course of construction associated with this Project shall be the responsibility of the Applicant and shall be repaired to the satisfaction of the City at the Applicant's expense.

58. After all of the new underground utilities within existing public streets have been installed, the entire affected areas shall be milled and repaved to present a neat finished pavement area. Multiple trench patches are not acceptable.
59. All construction stormwater pollution prevention best management practices (BMP's) shall be installed as the first order of work and in accordance with the *State Water Resources Control Board's General Construction Permit for Stormwater Discharges Associated with Construction and Land Disturbance Activities (Order 2009-0009-DWQ, as amended)*, the Applicant's Storm Water Pollution Prevention Plan (SWPPP), and the City's Erosion and Sediment Control Plan in accordance with the City's MS4 Permit. All stormwater BMP's shall be maintained to the satisfaction of the Qualified SWPPP Developer (QSD), Qualified SWPPP Practitioner (QSP), and the City Engineer.
60. With the exception of water used for loading and testing of potable water lines, all construction water used for the project shall be obtained from a source other than American Canyon potable water sources. The Applicant shall provide verification that an outside source of construction water, e.g., recycled water, has been established and will be available for the duration of the project construction.
61. The development shall comply with the City's Zero Water Footprint policy.
62. All landscaping shall be designed to use recycled water for irrigation. Recycled water landscaping shall be designed to comply with California Code of Regulations Title 22 and shall include design details to prevent runoff of recycled water. The irrigation system shall include an ET/SMART controller.

Public Works Special Conditions of Approval

63. The Applicant shall submit Improvement Plans prepared by a registered Civil Engineer (Engineer of Record) in substantial conformance with the preliminary civil plans titled "SDG Commerce 217 Distribution Center Design Review & Conditional Use Permit Plans, prepared by RSA+, December 16, 2019 and last revised September 22, 2020 (Preliminary Plans), except as modified by these conditions.
64. Improvement Plans shall be tied to the State of California coordinate system.
65. As required by Mitigation Measure TRA-2 of the Initial Study for the SDG Commerce 217 Distribution Center Project, the Applicant shall construct all of the **Public Improvements** generally shown on the Preliminary Plans and more specifically described below.
 - a. **Class 1 Bicycle Path:**

A Portland cement concrete Class 1 bicycle path shall be constructed to fill in the approximately 800-foot gap in bike infrastructure between the cul-de-sac at the terminus of Commerce Court and the northwest corner of Eucalyptus Drive and Wetlands Edge Road. The concrete Class 1 bicycle path shall be 10 feet wide with a 2-foot wide unobstructed gravel shoulders on both sides and shall include associated signage, (3) street lights and irrigation sleeves for future irrigation and landscaping. The geotechnical report shall be updated to include design recommendations for this multi-use path.
66. The Applicant shall construct all of the on-site private water, recycled water, sewer storm drainage and storm quality **"Private Improvements"** generally shown on the Plans and more specifically described below. All private water, sewer, storm drainage and stormwater quality improvements shall be designed in accordance with the City of American Canyon Engineering Standard Plans and Specifications for Public Improvements (City Standards), except as specifically noted otherwise in these conditions.
 - 1) **Sanitary Sewer Collection Facilities:**

Sanitary sewer manholes shall be installed on both sewer laterals just upstream of the private sewer pump station. A sanitary sewer manhole shall be installed near the property line at the discharge point of the private 6" sanitary sewer force main.

2) Storm Drain Facilities:

Construct private on-site drainage facilities, detention facilities, and other appurtenances to collect and convey all surface drainage to an approved private storm drain facility or outfall. Onsite drainage facilities shall provide for the positive drainage of all adjacent upstream or upgrade properties to prevent ponding. Existing run-on from adjacent properties shall not be obstructed and shall be conveyed onsite. Off-site peak storm water discharge shall not exceed 90% of the undeveloped peak flow from the 24-hour, 100-year event. The storm drains and detention facilities shall be substantially consistent with the Preliminary Plans. However, the sizing of all storm drains and detention facilities shall be determined by the approved final drainage report.

The private storm drain system shall disperse the discharge in such a manner as to simulate the existing sheet flow conveyance. Calculations shall be provided for all spreaders to determine peak discharge velocities and depths for the 10-, 25- and 100-year events.

Stormwater Quality Facilities:

Permanent on-site private post-construction stormwater treatment BMPs shall be designed and constructed in accordance with the approved final SWCP. It is understood that minor revisions to the layout of the bio-retention facilities from what is shown on the Plans may be proposed during design and included in the final SWCP.

3) Recycled Water Services:

Separate recycled water services shall be provided for domestic non-potable uses and irrigation uses.

67. Prior to SUBMITTAL OF THE IMPROVEMENT PLANS, the Applicant shall:

- 1) Submit the City's "Improvement Plan Checklist".
- 2) Pay an initial cash deposit for City plan check services in amount to be determined by the City prior to the time of submittal. The Project engineer shall contact City staff to discuss submittal details to determine initial deposit amount.
- 3) Provide the following:
 - (1) Public Street Repair Plan
 - (2) Utility Plan and Joint Trench Plan
 - (3) Construction Storm Water Pollution Prevention Plan (SWPPP) and a City Erosion and Sediment Control Plan (ESCP)
 - (4) Drainage Report
 - (5) Post-Construction Stormwater Control Plan (SWCP)
 - (6) Geotechnical Report
 - (7) Construction Traffic Control Plan.
- 4) Pothole and physically determine (by way of a survey performed by the Engineer of record) the actual horizontal location and vertical depth of all existing underground utilities throughout the proposed area of work and provide the design of all new utility installations required to serve the project including a schedule for implementation of such work as to prevent disrupting of utility service to adjacent properties.

68. Prior to APPROVAL OF THE IMPROVEMENT PLANS, the Applicant shall:

- 1) Provide written acknowledgment by the Geotechnical Engineer of Record that the Plans incorporate all design and construction criteria specified in the Geotechnical Report.

- 2) Subject to the terms of Condition 10, furnish proof of the acquisition of all rights of entry and/or temporary and permanent easements necessary to construct the project and the location of all such rights on the Plans.
 - 3) Furnish proof that all permits that may be required by the California Department of Fish & Game, State and Regional Water Quality Control Board, US Army Corps of Engineers and any other regulatory agencies with jurisdiction over the proposed construction have been obtained.
 - 4) Complete and submit the City's Erosion and Sediment Control Plan (ESCP) Template. Applicant may refer to a SWPPP, as appropriate, by referencing page number within the SWPPP that addresses the requirements of the ESCP.
 - 5) Submit a copy of the Notice of Intent and WDID# for coverage under the State Water Resources Control Board' General Construction Permit for Stormwater Discharges Associated with Construction and Land Disturbance Activities (Order 2009-0009-DWQ).
69. Prior to COMMENCEMENT OF CONSTRUCTION ACTIVITIES, the Applicant shall:
- 1) Pay off all current account balances with the City of American Canyon.
 - 2) Pay an inspection fee in amount to be determined at the time of commencement for the City's inspection of the Public Improvements.
 - 3) Conduct a pre-construction meeting with representatives of the City whereby the Applicant, the Legally Responsible Party (LRP), Qualified SWPPP Practitioner (QSP), Qualified SWPPP Developer (QSD), and/or the Contractor provides the following:
 - (1) Six (6) full-size bond copies of the approved Improvement Plans for the City's use.
 - (2) One (1) job-site copy of the latest edition of the City Standards for the Contractor use.
 - (3) One (1) job-site copy of the SWPPP for use by the LRP, QSP, QSD, and Contractor.
 - (4) Electronic copies of Improvement Plans and SWPPP
70. Prior to APPROVAL OF A BUILDING PERMIT, the Applicant shall:
- 1) Pay all account balances and current City and American Canyon Fire District fees (Mitigation & Capacity) based on the rates in effect at the time of permit issuance. These fees include, but may not be limited to the following: Traffic Mitigation, General Plan Update, Civic Facilities, Fire District, Water Capacity, Zero Water Footprint Mitigation and Wastewater Capacity.
71. Prior to acceptance of improvements, the Applicant shall:
- 1) Restore all adjacent off-site road surfaces to pre-project conditions.
 - 2) Submit a certification by the Geotechnical Engineer of Record that all the work has been completed in substantial conformance with the recommendations in Soils Investigation/Geotechnical Report.
 - 3) Provide a mylar and digital copy of the Improvement Plans that include all as-built or field changes, in digital Portable Document Format (.pdf) and AutoCAD (.dwg), compatible with the City's current Autocad version, and tied to the NAD83 (California Zone 2, feet) coordinate system.
 - 4) Provide a letter stating that all of the Developer's Conditions of Approval have been met.
 - 5) Provide a letter from the Civil Engineer of Record certifying that all the site improvements were constructed and inspected in substantial conformance with the approved plans and City Standards.

- 6) Enter into and record a post-construction Stormwater Operations and Maintenance Agreement with the City.

Mitigation Measures

The following are the applicable mitigation measures from the certified Mitigated Negative Declaration report. The following mitigation measures shall be complied with in accordance with the adopted Mitigation Monitoring and Reporting Program (MMRP) by the Planning Commission.

Biological Resources

72. **Mitigation Measure BIO-1:** A qualified western burrowing owl biologist shall conduct surveys in accordance with the California Department of Fish and Game (now CDFW) 2012 Staff Report on Burrowing Owl Mitigation survey methodology (see <https://wildlife.ca.gov/Conservation/Survey-Protocols#377281284-birds>). Surveys shall encompass the project area and a sufficient buffer zone of approximately 200 to 500 feet depending on the neighboring terrain and vegetation as necessary to detect owls nearby that may be impacted by the project. Time lapses between surveys or project activities shall trigger subsequent surveys including but not limited to a final survey within 24 hours prior to ground disturbance before construction equipment mobilizes to the Project area. If no owls are found during these surveys, no further actions to protect burrowing owl would be necessary.

- 1) If burrowing owls are detected on or adjacent to the site, the following restricted activity dates and setback distances recommended per CDFW's Staff Report (2012) shall be implemented, unless reduced buffers are accepted by CDFW in writing based on site specific conditions:
 - i. From April 1 through October 15, low disturbance and medium disturbance activities shall have a 200-meter buffer while high disturbance activities shall have a 500-meter buffer from occupied nests and wintering sites.
 - ii. From October 16 through March 31, low disturbance activities shall have a 50-meter buffer, medium disturbance activities shall have a 100-meter buffer, and high disturbance activities should have a 500-meter buffer from occupied nests and wintering sites.
 - iii. No earth-moving activities or other disturbance should occur within the aforementioned buffer zones of occupied burrows. These buffer zones shall be marked with high visibility fencing or flagging.
- 2) If a nesting season survey determines that a burrow or refugia on the project site is occupied by nesting burrowing owls, then compensatory mitigation in the form of a permanently protected, deed restricted set aside on open space land owned or obtained by the applicant shall be provided if such a protected area makes sense for protection of nesting owls. This permanently protected area would be recorded within 90 days after commencement of project construction. If burrowing owls are observed during surveys, notification shall also be submitted to the CNDDB.
- 3) If the survey determines that a burrow or refugia on the project site is occupied by burrowing owls, then compensatory mitigation in the form of a permanently protected, deed restricted set aside on open space land owned or obtained by the applicant shall be provided if such a protected area makes sense for protection of nesting owls. This permanently protected area would be recorded before project construction. If burrowing owls are observed during surveys, notification shall also be submitted to the CNDDB.

73. **Mitigation Measure BIO-2:** If project activities must occur during the Swainson's hawk nesting season (i.e., typically March 1 through September 15), a qualified biologist (i.e., a biologist with at least two years' experience conducting surveys who has made Swainson's hawk detections) shall conduct pre-construction surveys for nesting Swainson's hawks within a half-mile radius around all project activities for at least two survey periods immediately prior to a project's initiation. The surveys shall be conducted in accordance with CDFW's "Recommended Timing and Methodology for Swainson's Hawk Nesting Surveys in California's Central Valley" (CDFG 2000), which identifies different survey windows throughout the pre-nesting and nesting season (ranging from January 1 through July 30/post-fledging) that have different survey methodologies and requirements.

If Swainson's hawks are found to be nesting on the project site or within a 0.5-mile of the project site, the project proponent shall either, a) delay project activities until all Swainson's hawk nests within 0.5-mile of the Project site are no longer active, as determined by a qualified biologist, b) determine if the 0.5-mile buffer zone may be reduced in consultation with CDFW based on site specific conditions, or c) if take cannot be avoided, obtain a CESA Incidental Take Permit from CDFW prior to starting project activities.

74. **Mitigation Measure BIO-3:** To ensure that impacts to nesting raptors are avoided, the following mitigation measures shall be implemented:

- 1) In order to avoid impacts to nesting raptors, a preconstruction nesting survey shall be conducted by a qualified biologist (i.e., a biologist with at least 2 years' experience conducting surveys for nesting raptors with detections) prior to commencing with earth-moving or construction work if this work would commence between February 1st and August 31st. The survey shall be conducted within 7 days prior to site disturbance. The raptor nesting surveys shall include examination of all trees and other suitable nesting structures/areas within 500 feet of the project site.
- 2) If nesting raptors are identified during the surveys, a qualified biologist shall determine appropriate, species-specific no-disturbance buffers around all active nests. No-disturbance buffers shall be demarcated in the field with orange construction fencing or similar. If the tree or other nest site is located off the project site, then the buffer shall be demarcated per above where the buffer occurs on the project site. If nesting white-tailed kites are found during surveys, a suitable non-disturbance buffer shall be established by a qualified biologist (as defined above) but in no case shall the buffer be less than 200 feet. To ensure the no-disturbance buffers are adequate, a qualified biologist shall monitor the active nests within and adjacent to the project site daily for a minimum of one week and then weekly during construction. If the qualified biologist observes any nesting raptor displaying distress, the qualified biologist shall require that all project activities cease. In this event, the qualified biologist shall ensure proper measures are taken so that no harm comes to the nest/nesting attempt and all activities causing distress shall cease until the nesting attempt is completed as determined by a qualified biologist.
- 3) If the preconstruction nesting survey identifies a large stick or other type of raptor nest that appears inactive at the time of the survey, but there are territorial raptors evident in the nest site vicinity, a protection buffer (as described above) shall be established around the potential nest site until the qualified biologist determines that the nest is not being used. In the absence of conclusive observations indicating the nest site is not being used, the buffer shall remain in place until a second follow-up nesting survey can be conducted to determine the status of the nest and eliminate the possibility that the nest is utilized by a

late-spring nesting raptor (for example, Cooper's hawk). This second survey shall be conducted even if construction has commenced. If during the follow-up late season nesting survey a nesting raptor is identified utilizing the nest, the protection buffer shall remain until it is determined by a qualified biologist that the nest is no longer active. If the nest remains inactive, the protection buffer can be removed and construction and earth-moving activities can proceed unrestrained.

75. **Mitigation Measure BIO-4:** To ensure that impacts to nesting passerine birds are avoided, a qualified biologist shall conduct a survey within 7 days prior to commencing construction/ grading or tree removal activities if this work would commence between February 1 and September 1. If common passerine birds or special-status passerine birds are identified nesting on or adjacent to the project site within 200 feet, a qualified biologist shall determine appropriate, species-specific no-disturbance buffers for all nests. The no-disturbance buffers shall be clearly demarcated in the field with orange construction fencing or similar, prior to the start of project activities. Disturbance within the buffer shall be postponed until a qualified biologist determines that the young have fledged and have attained sufficient flight skills to leave the area, and that the nesting cycle has otherwise completed. To ensure the no-disturbance buffers are adequate, a qualified biologist shall monitor the active nests within and adjacent to the project site on a daily basis for a minimum of one week and then weekly during construction. If the qualified biologist observes any nesting bird displaying distress, the qualified biologist shall have the authority to require that all project activities cease until the nesting distress has been ameliorated. In this event, the qualified biologist shall ensure proper measures are taken so that no harm comes to the nest/nesting attempt until the nesting attempt is completed as determined by a qualified biologist. These measures may include increasing the no-disturbance buffer, postponing specific construction activities causing the distress until the nesting attempt is completed, or other appropriate protect measures as determined in the field.
76. **Mitigation Measure BIO-5:** A qualified biologist (i.e., a biologist with at least 2 years' experience conducting surveys for western pond turtle detections) has prepared a wildlife exclusion plan for this project and has attached an exhibit of that fencing plan herein (please see attached Exhibit A). This wildlife exclusion fencing will be constructed of manufactured ERTEC wildlife exclusion fencing. This exclusion fencing shall be installed along the western perimeter of the project site returning back 50 feet to the north and 50 feet to the south preventing species from traveling from North Slough onto the project site during construction (see Exhibit A). A qualified biologist shall survey the project site and adjacent habitat within 72 hours of the start of project activities to determine if western pond turtle or their nests are present and guide the installation of the exclusion fence. If western pond turtles are discovered, a qualified biologist with experience handling and relocating the species shall move the species to the nearest suitable habitat outside of the project area and exclusion fencing. If western pond turtle nests are found, CDFW shall be notified prior to starting project activities, and the nest site plus a 50-foot buffer around the nest site shall be fenced with orange construction fence until eggs hatch and young turtles disperse to the adjacent North Slough. In addition, if nest(s) are located during surveys, moth balls (naphthalene) shall be sprinkled around the vicinity of the nest (no closer than 5 feet) to mask human scent and discourage predators. Grading within the nest site's 50-foot buffer area shall be delayed until the young leave the nest as determined by a qualified biologist. If the CDFW allows translocation of any nestling pond turtles this shall be completed by a qualified biologist under the direction of the CDFW.

Cultural Resources

77. **Mitigation Measure CUL-1:** Archaeological deposits are defined as any historic-era resource (e.g., bottle dump, refuse scatter) or prehistoric resource that may be intact and/or retain qualities that satisfy

criteria for eligibility for the California Register of Historical Resources. If potentially significant historic resources are encountered during subsurface excavation activities for the project area, all construction activities within a 100-foot radius of the resource shall cease until a qualified archaeologist determines whether the resource requires further study. The applicant shall include a standard inadvertent discovery clause in every construction contract to inform contractors of this requirement. Any previously undiscovered resources found during construction shall be recorded on appropriate California Department of Parks and Recreation (DPR) forms and evaluated for significance in terms of California Environmental Quality Act criteria by a qualified archaeologist. Potentially significant cultural resources consist of but are not limited to stone, bone, fossils, wood, or shell artifacts or features, including hearths, structural remains, or historic dumpsites.

If the resource is determined to be significant under CEQA (i.e., a “historical resource”) the City and a qualified archaeologist shall determine whether preservation in place is feasible. Such preservation in place is the preferred mitigation. If such preservation is infeasible, the qualified archaeologist shall prepare and implement a research design and archaeological data recovery plan for the resource. The archaeologist shall also conduct appropriate technical analyses, prepare a comprehensive written report and file it with the appropriate information center (California Historical Resources Information System), and provide for the permanent curation of the recovered materials.

78. **Mitigation Measure CUL-2:** If previously unknown human remains are encountered during construction activities, Section 7050.5 of the California Health and Safety Code applies, and the following procedures shall be followed:

In the event of an accidental discovery or recognition of any human remains, Public Resource Code Section 5097.98 must be followed. Once project-related ground disturbance begins and if there is accidental discovery of human remains, the following steps shall be taken:

- There shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent human remains until the Napa County Coroner’s Office is contacted to determine if the remains are Native American and if an investigation into cause of death is required. If the coroner determines the remains are Native American, the coroner shall contact the NAHC within 24 hours, and the NAHC shall identify the person or persons it believes to be the most likely descendant (MDL) of the deceased Native American. The MDL may make recommendations to the landowner or the person responsible for the excavation work, for means of treating or disposing of, with appropriate dignity, the human remains and any associated grave goods as provided in Public Resources Code Section 5097.98

Geology, Soils, And Seismicity

79. **Mitigation Measure GEO-1:** The applicant shall comply with all of the site preparation and foundation/building design recommendations in the Krazan & Associates Geotechnical Engineering Investigation for the site (Krazan 2019). The applicant’s geotechnical consultant shall review and approve all geotechnical aspects of the project construction and grading plans (i.e., site preparation and grading, site drainage improvements, and design parameters for foundations, retaining walls, street pavement, and driveway) to ensure that their recommendations have been properly incorporated. The results of the plan review shall be summarized by the applicant’s geotechnical engineer in a letter to be submitted to the City Engineer and Building Official for review and approval prior to the issuance of grading, encroachment, and building permits.
80. **Mitigation Measure GEO-2:** Prior to issuance of building permits and site grading, the applicant/developer shall submit to the Public Works Department a Stormwater Pollution Prevention Plan

utilizing Best Management Practices to limit erosion and stormwater pollution during construction of the project. Because the project is constructed in phases, the project developer shall ensure that more permanent measures such as landscaping are used to prevent soil erosion. Measures would include but not be limited to:

- Hydroseeding and/or establishment of appropriate plant materials/landscaping
- Placement of straw wattles along slope contours and drainages
- Lining of drop inlets with filter fabric/geotextile
- Establishment of a single destination “wash-out” for construction subcontractors
- Use of siltation fences
- Use of sediment basins

81. **Mitigation Measure GEO-3:** The applicant shall comply with all recommendations in the Krazan & Associates Geotechnical Engineering Investigation for the site (Krazan 2019). Krazan recommends that the upper 30 inches of soils within the slab-on-grade foundation site and adjacent flatwork areas consist of non-expansive engineered fill. As an alternative to the use of non-expansive soils, the upper 30 inches of the supporting slab areas can consist of lime-treated clay soils (Krazan 2019).

Hydrology and Water Quality

82. **Mitigation Measure HYD-1:** Prior to the issuance of grading permits or building permits (whichever occurs first), the project applicant shall obtain coverage under the State Construction General Permit (NPDES General Permit for Stormwater Discharges Association with Construction Activity (Order 2009-0009 DWQ) by preparing a Stormwater Pollution Prevention Plan (SWPPP) and submitting it along with a notice of intent, to the San Francisco Bay RWQCB. The City of American Canyon shall confirm that the applicant has prepared a SWPPP and obtained coverage under the general permit prior to issuance of grading or building permits. The SWPPP shall identify a practical sequence for BMP implementation and maintenance, site restoration, contingency measures, responsible parties, and agency contacts. The SWPPP shall include but not be limited to the following elements:

- Temporary erosion control measures shall be employed for disturbed areas.
- No disturbed surfaces shall be left without erosion control measures in place during the winter and spring months. Cover disturbed areas with soil stabilizers, mulch, fiber rolls, or temporary vegetation.
- Sediment shall be retained on site by a system of sediment basins, traps, or other appropriate measures. Drop inlets shall be lined with filter fabric/geotextile.
- Discharge from the storm water system shall be diffused in such a way as to mimic existing overland flow conditions.
- The construction contractor shall prepare Standard Operating Procedures for the handling of hazardous materials on the construction site to eliminate or reduce discharge of materials to storm drains. This may include locating construction-related equipment and processes that contain or generate pollutants in a secure area, away from storm drains and gutters, and wetlands; parking, fueling, and cleaning all vehicles and equipment in the secure area;

designating concrete washout areas; and preventing or containing potential leakage or spilling from sanitary facilities.

- BMP performance and effectiveness shall be determined either by visual means where applicable (e.g., observation of above-normal sediment release), or by actual water sampling in cases where verification of contaminant reduction or elimination (such as inadvertent petroleum release) is required by the RWQCB to determine adequacy of the measure.
 - In the event of significant construction delays or delays in final landscape installation, native grasses or other appropriate vegetative cover shall be established on the construction site as soon as possible after disturbance, as an interim erosion control measure throughout the wet season.
83. **Mitigation Measure HYD-2:** Prior to the issuance of grading permits for the proposed project, the project applicant shall submit a Stormwater Control Plan to the City of American Canyon for review and approval. The Stormwater Control Plan shall identify pollution prevention measures and practices to prevent polluted runoff from leaving the project site. The plan shall be implemented to the satisfaction of the City of American Canyon prior to building occupancy.
84. **Mitigation Measure HYD-3:** Prior to issuance of grading permits for the proposed project, the project applicant shall submit a final drainage plan as prepared by a qualified civil engineer to the City of American Canyon for review and approval. The approved plan shall be incorporated into the project design and constructed to the satisfaction of the City.
85. **Mitigation Measure HYD-4:** The project sponsor (or successors-in-interest/owner) shall maintain in perpetuity the post-construction BMPs listed in the Stormwater Operations and Management Plan and agreed upon with the City of American Canyon. The owner shall make changes or modifications to the BMPs to ensure peak performance. The owner shall be responsible for costs incurred in operating, maintaining, repairing, and replacing the BMPs. The owner shall conduct inspection and maintenance activities and complete annual reports.
86. **Mitigation Measure HYD-5:** The detention basins shall be maintained on a regular basis by the project sponsor (or successors-in-interest). Inspections of the basins shall be conducted at least once a year between July 1st and September 1st. During the dry periods of the year when minor storm events are insufficient to fully transport sediment and debris, accumulations may occur in detention basins. Therefore, basin and storm water inlet maintenance shall be done prior to the rainy season and during other extended dry spells, which will reduce the concentration of sediment and debris that typically collects in the bottom of inlets during storms. An annual inspection and maintenance report shall be prepared by the property owner and submitted to the Public Works Director by October 15 of each year, at the property owner's expense.

Noise

87. **Mitigation Measure NOISE-1:** Construction activities shall be limited to daylight hours between 7:00 a.m. and 7:00 p.m., except for required nighttime construction for concrete pours onsite that would comply with the City of American Canyon's Noise limits for construction activities. All property owners within 300 feet of the site and all residents who have expressed concern over nighttime construction noise during the construction of the SDG Commerce 330 project, or otherwise have requested notification regarding project construction, also shall be notified by the applicant. The City shall be pre-notified of nighttime construction.

88. **Mitigation Measure NOISE-2:** All construction equipment shall use noise-reduction features (e.g., mufflers and engine shrouds) that are no less effective than those originally installed by the manufacturer.

Traffic and Transportation

89. **Mitigation Measure TRA-1:** Commerce Boulevard would meet the minimum PM peak hour volumes for installation of a separate right-turn lane with Existing Plus Project volumes (the proposed project would add to the existing warrant). Therefore, the applicant shall contribute its fair share to widening and/or re-striping northbound Commerce Boulevard at Green Island Road to include a separate right-turn lane and shared through/left-turn lane. Based on the proposed project's contribution to cumulative buildout volumes at the intersection, its "fair share" contribution towards this improvement would equal 2.7%.
90. **Mitigation Measure TRA-2:** The project shall construct a Class I bike path to fill in the gap in bike infrastructure between the cul-de-sac at the terminus of Commerce Court and the northeast corner of Eucalyptus Drive and Wetlands Edge Road, resulting in a continuous route connecting the residential areas to the south and the industrial land uses to the north.

Utilities and Service Systems

91. **Mitigation Measure UTIL-1:** The project applicant shall demonstrate compliance with the City's Zero Water Footprint Policy by mitigating all new potable water demands with "wet water" offsets by one or more of the following options to ensure the project results in a net zero increase in demand for potable water:
- Reducing existing potable water demands onsite
 - Funding programs or constructing projects that would conserve an equivalent amount of water elsewhere within the water service area
 - Funding of and/or constructing projects that would increase an equivalent amount of recycled water use elsewhere within the water service area where potable water is currently used and/or
 - Purchase new water supplies from other water providers

The Applicant's agreement with the City's April 17, 2020 Will-Serve letter would assure compliance with these requirements.

92. **Mitigation Measure UTIL-2:** The project shall be designed and constructed with purple irrigation pipe so that reclaimed water may be used for landscape irrigation purposes. The project shall connect to existing recycled water pipelines for irrigation, toilets, and urinals prior to occupancy.
93. **Mitigation Measure UTIL-3:** Prior to issuance of a building permit, the applicant shall pay water capacity fees in accordance with the City's Municipal Code to provide funding for the City to acquire water resources and develop its treatment and distribution system. This will allow for the City to exercise additional options for potable water capacity and will also provide for maintenance of the recycled water system.
94. **Mitigation Measure UTIL-4:** Should additional project water used be required, the project shall comply with the City's Ordinances and regulations in effect at the time of authorization for additional

water use. In addition, such changes in project use would trigger a new City Discretionary Review process, which, in turn, would trigger re-evaluation of the project’s water supply impacts.

95. **Mitigation Measure UTIL-5:** Prior to issuance of building permits, the project applicant shall submit landscaping plans to the City of American Canyon for review and approval demonstrating that landscaping will comply with the requirements in the City’s Model Water Efficient Landscape Ordinance (AB 1881). The landscaping plan shall identify outdoor irrigation water conservation measures such as, but not limited to:

- Drought-resistant vegetation
- Irrigation systems employing the following features:
 - Drip irrigation
 - Low-precipitation-rate sprinklers
 - Bubbler/soaker systems
 - Programmable irrigation controllers with automatic rain shutoff sensors and flow sensing capabilities (ET Smart Controller)
 - Matched precipitation rate nozzles that maximize the uniformity of the water distribution characteristics of the irrigation system
 - Conservative sprinkler spacings that minimize overspray onto paved surfaces
 - Hydrozones that keep plants with similar water needs in the same irrigation zone
- Minimally or gently sloped landscaped areas to minimize runoff and maximize infiltration
- Organic topdressing mulch in non-turf areas to decrease evaporation and increase water retention

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the Planning Commission of the City of American Canyon held on the 25th day of February, 2021, by the following vote:

AYES: Commissioners Altman, Goff, Wong, Vice Chair Mallare, Chair Navarro

NOES: None

ABSTAIN: None

ABSENT: None

DocuSigned by:
Tyrone Navarro 2/26/2021
13CB67295336491...
 Tyrone Navarro, Chair

ATTEST:

APPROVED AS TO FORM:

DocuSigned by:
Nicolle Jones 3/1/2021
C302EF87A4F0450
 Nicolle Jones, Administrative Technician

DocuSigned by:
Bill Ross 2/26/2021
285D50133093421...
 William D. Ross, City Attorney

EXHIBITS

A. Project Plans

SDG C

DESIGN F

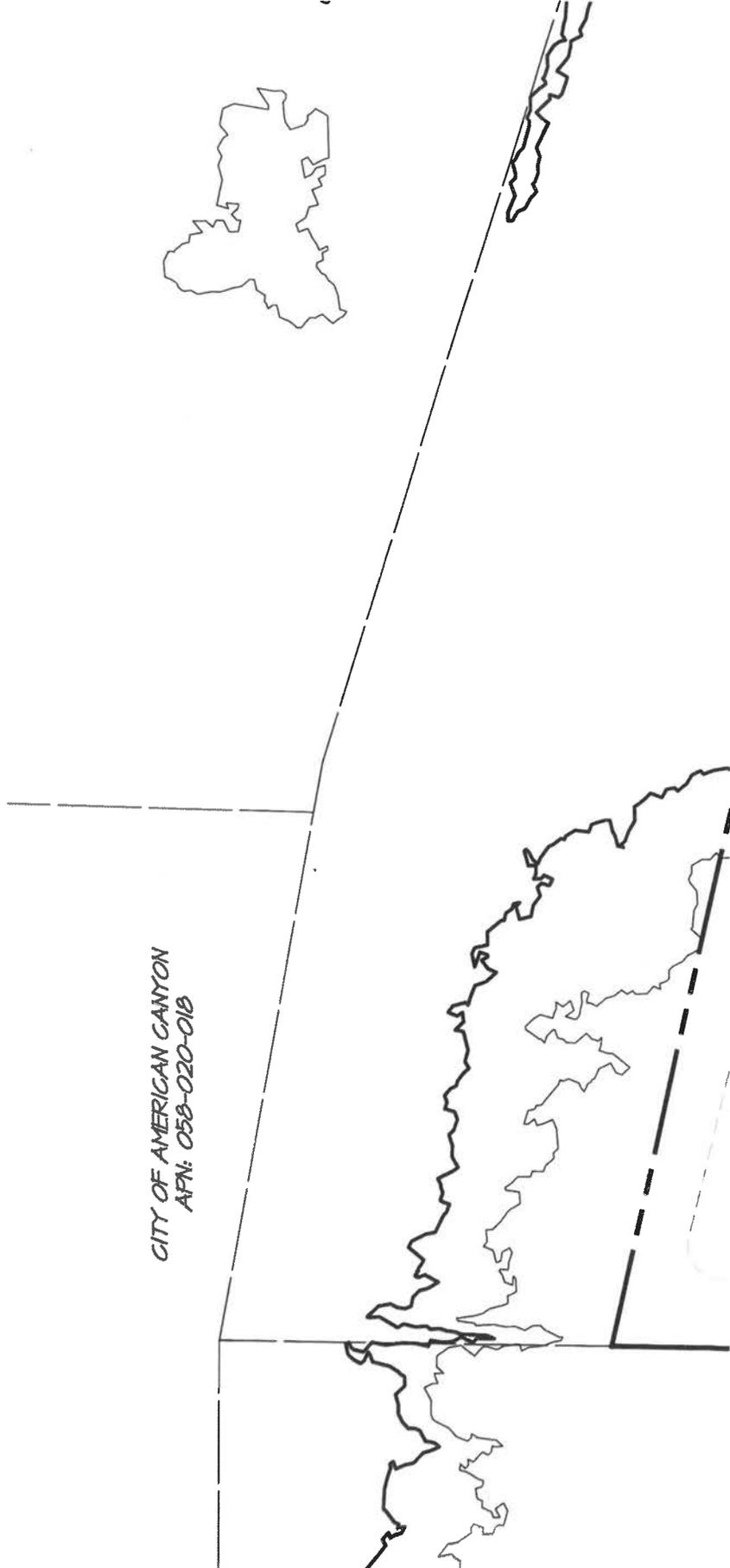


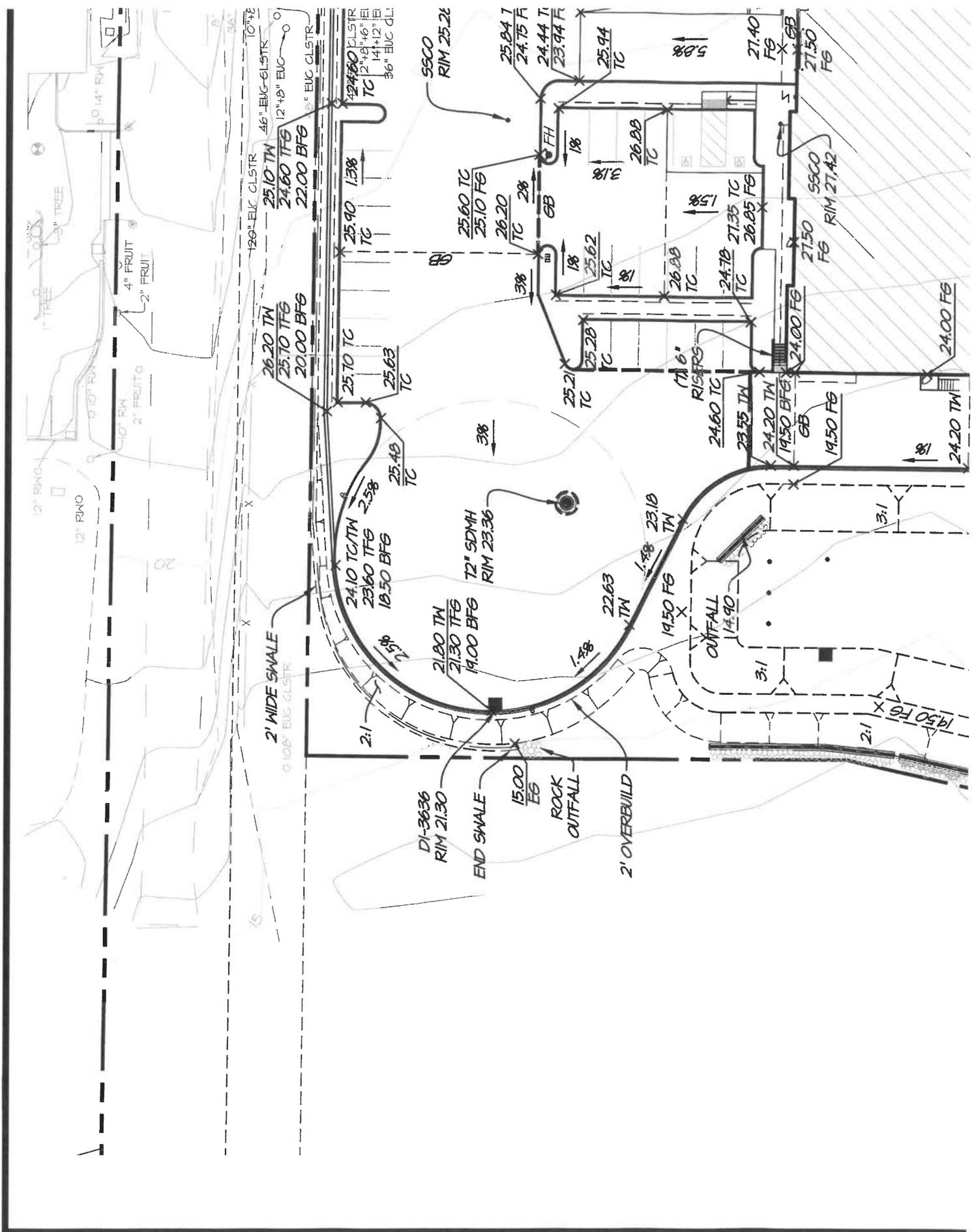
GRAPHIC SCALE

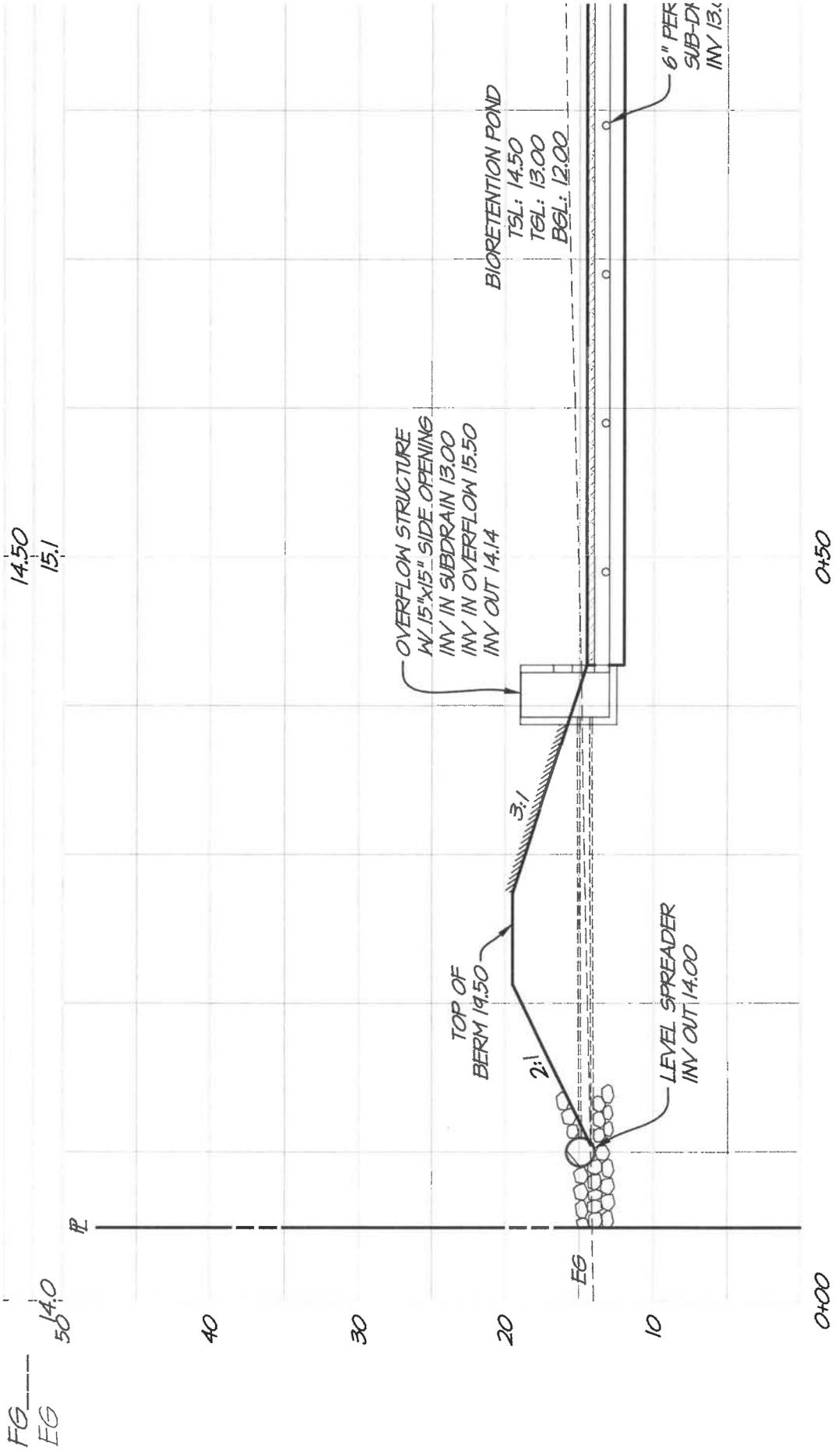


(IN FEET)
1 inch = 100 FT

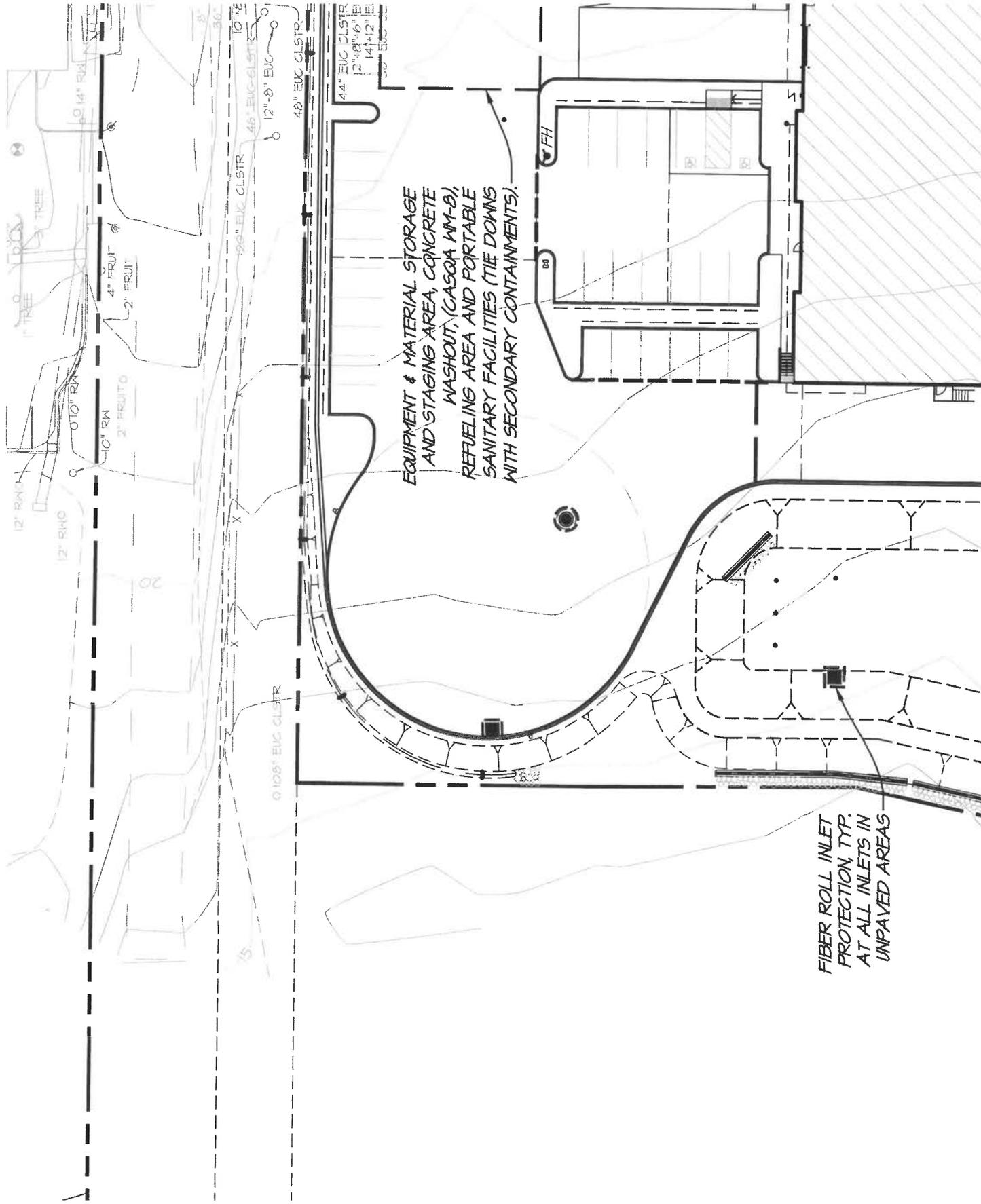
CITY OF AMERICAN CANYON
APN: 058-020-018







SECTION
 HORIZ. SCALE:
 VERT. SCALE:



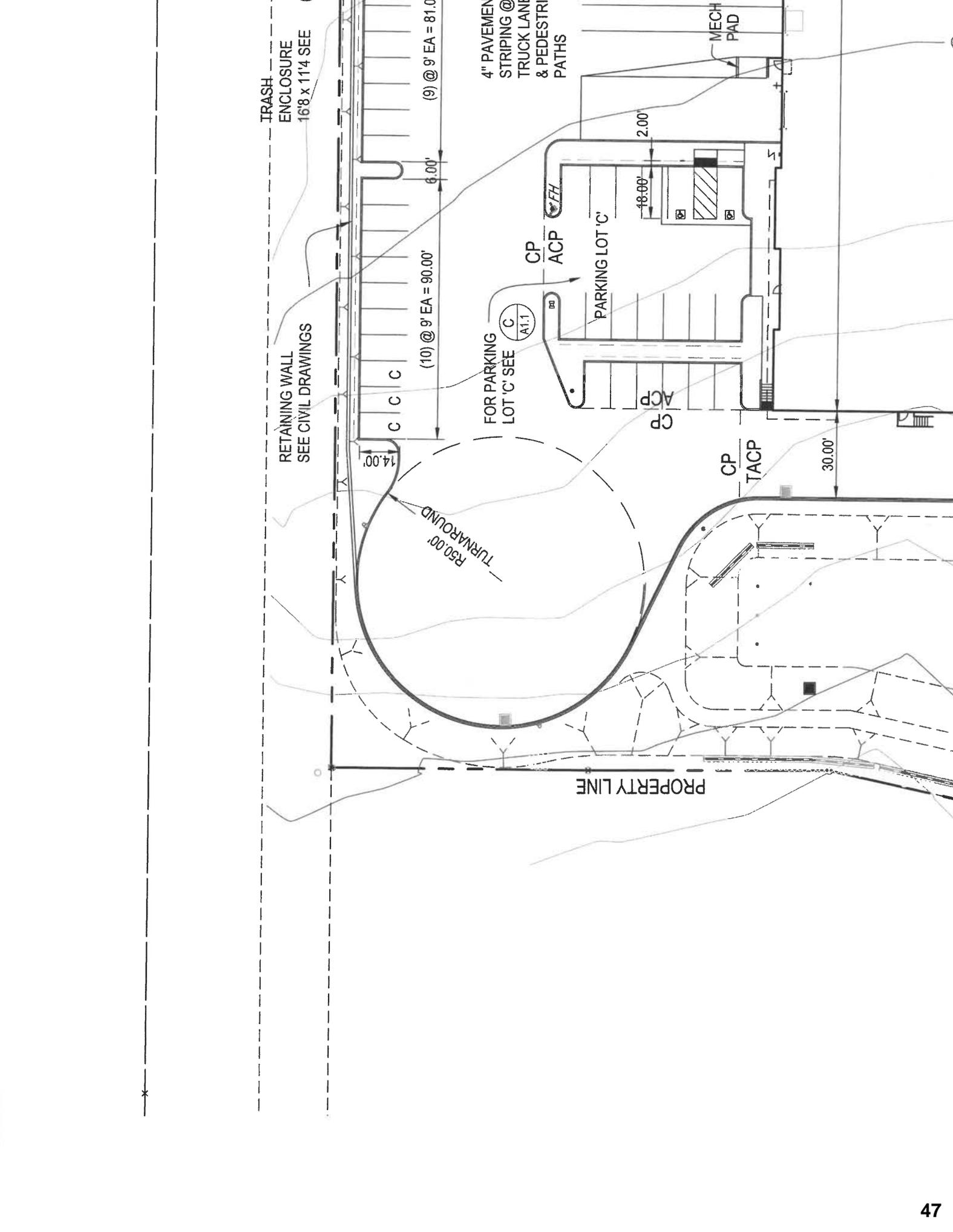
EQUIPMENT & MATERIAL STORAGE AND STAGING AREA, CONCRETE WASHOUT, (CASQA WM-8), REFUELING AREA AND PORTABLE SANITARY FACILITIES (TIE DOWNS WITH SECONDARY CONTAINMENTS).

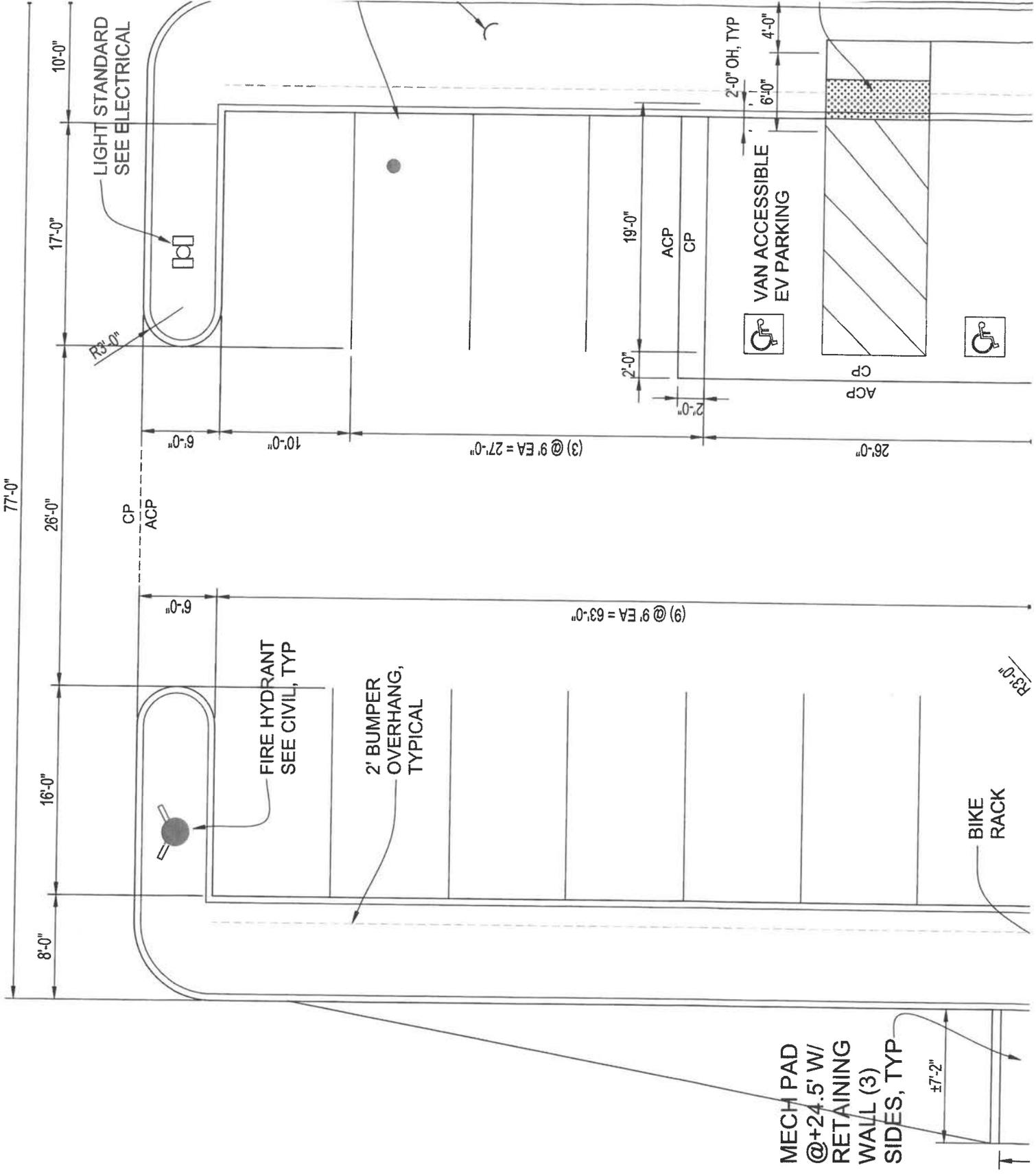
FIBER ROLL INLET PROTECTION, TYP. AT ALL INLETS IN UNPAVED AREAS

SDG CO

ABBREVIATIONS

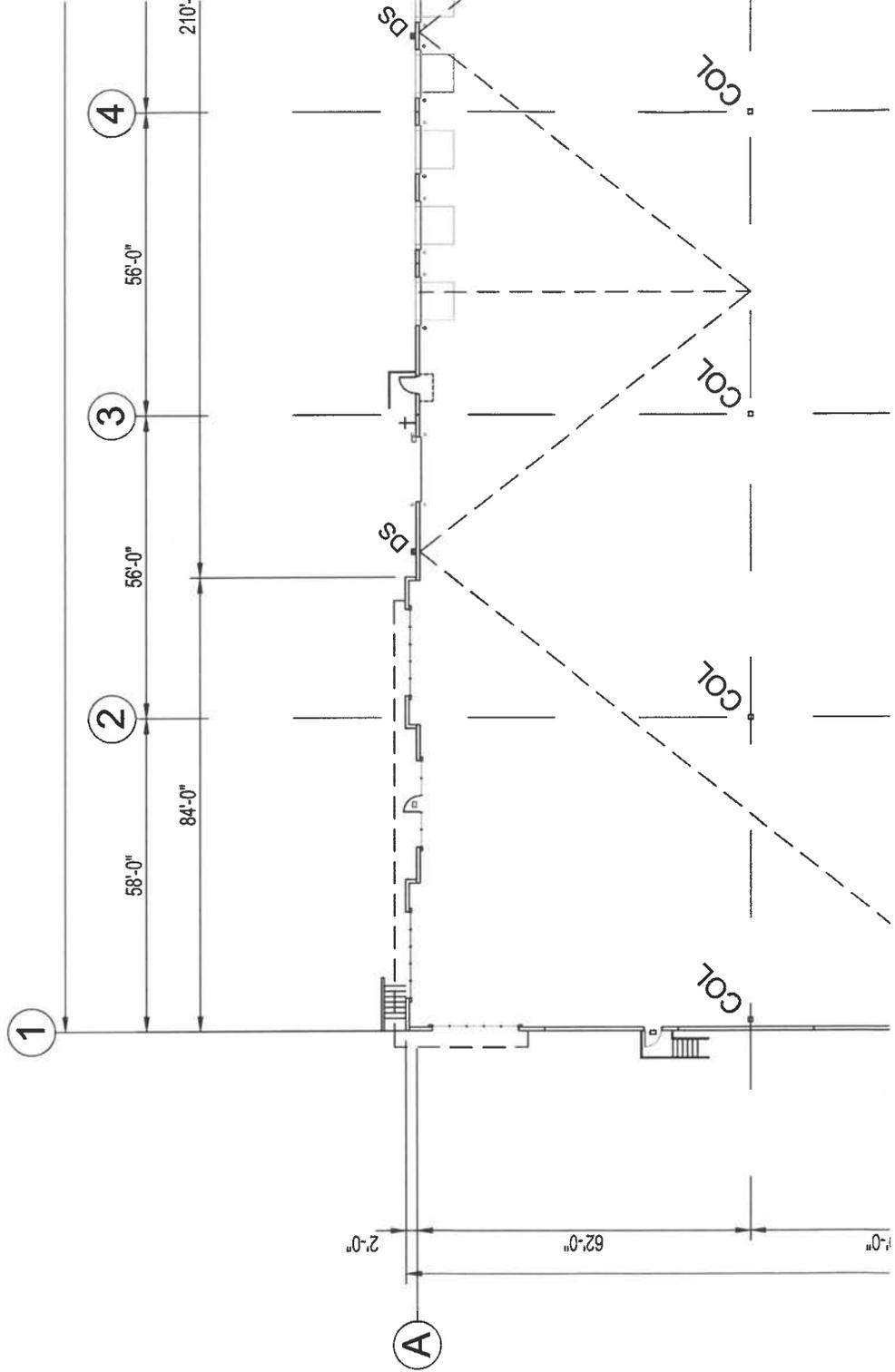
AB	ANCHOR BOLT	EQ	EQUAL	LF	LINEAL FOOT	RT
ABV	ABOVE	EQUIP	EQUIPMENT	LKR	LOCKER	RWD
AC	ACOUSTICAL	ESMT	EASEMENT	LL	LIVELOAD	RWL
AC	ASPHALT CONCRETE	EW	EACH WAY	LVR	LOUVER	S
A/C	AIR CONDITIONING	EXIST	EXISTING	LTWT	LIGHTWEIGHT	SA
ADH	ADHESIVE	EXP	EXPANSION, EXPOSURE	MACH	MACHINE	SC
ADJ	ADJACENT, ADJUSTABLE	EXT	EXTERIOR	...		SOLIER

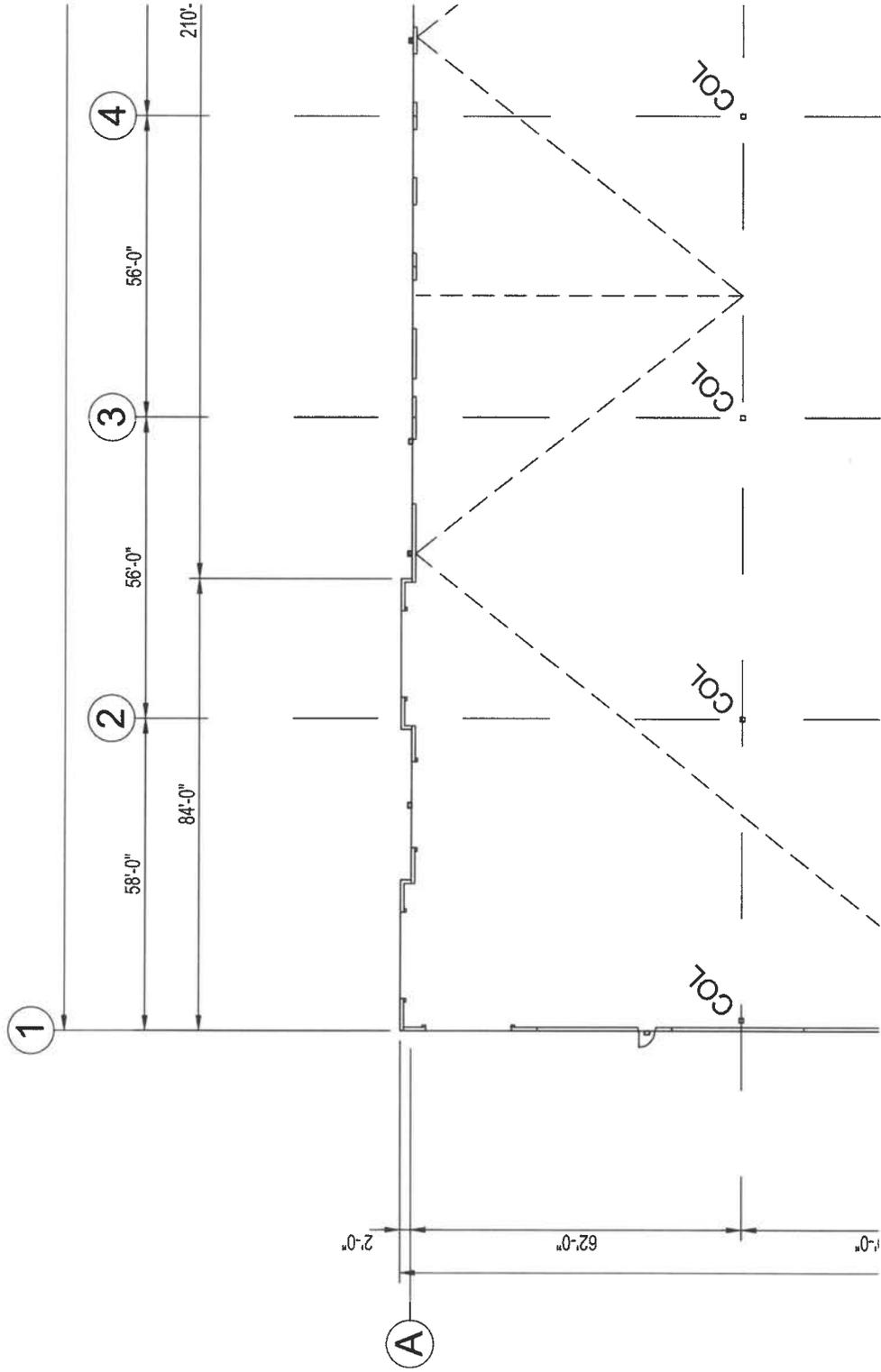


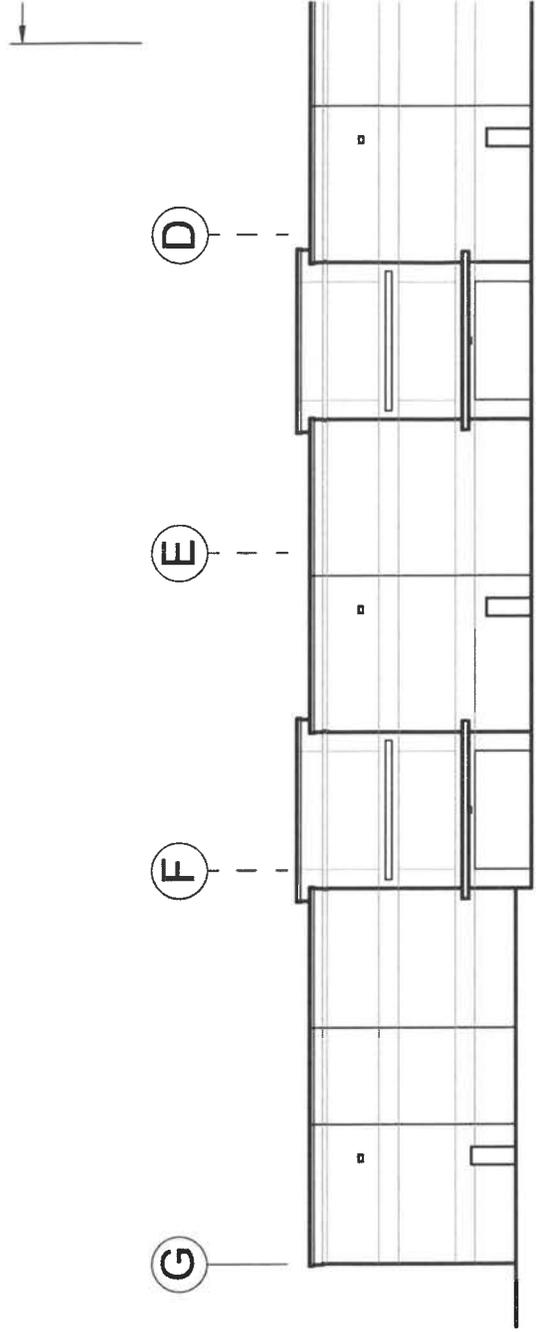


MECH PAD
 @+24.5' W/
 RETAINING
 WALL (3)
 SIDES, TYP

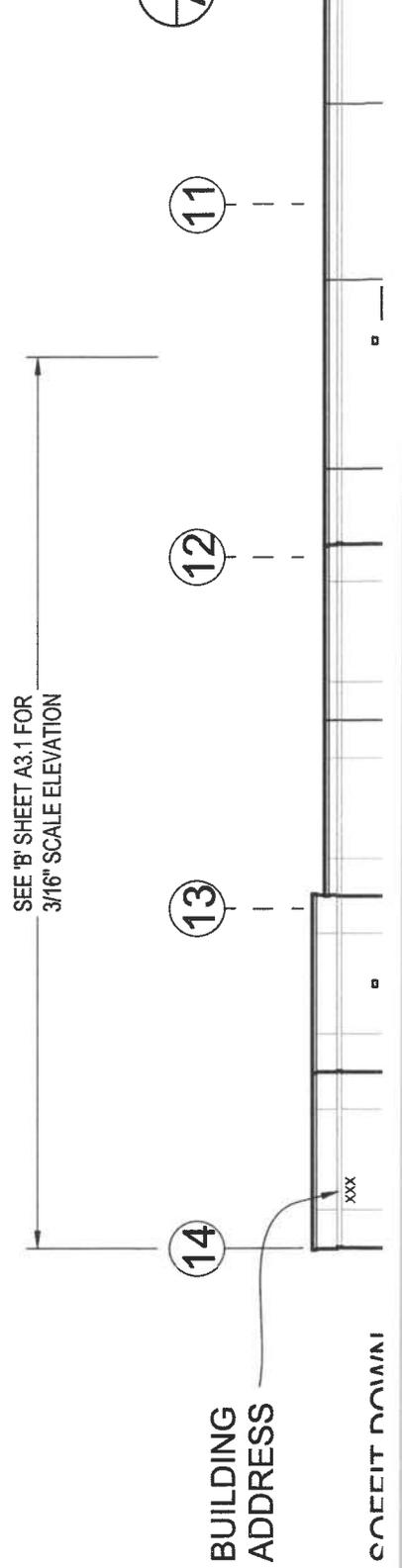
±7'-2"





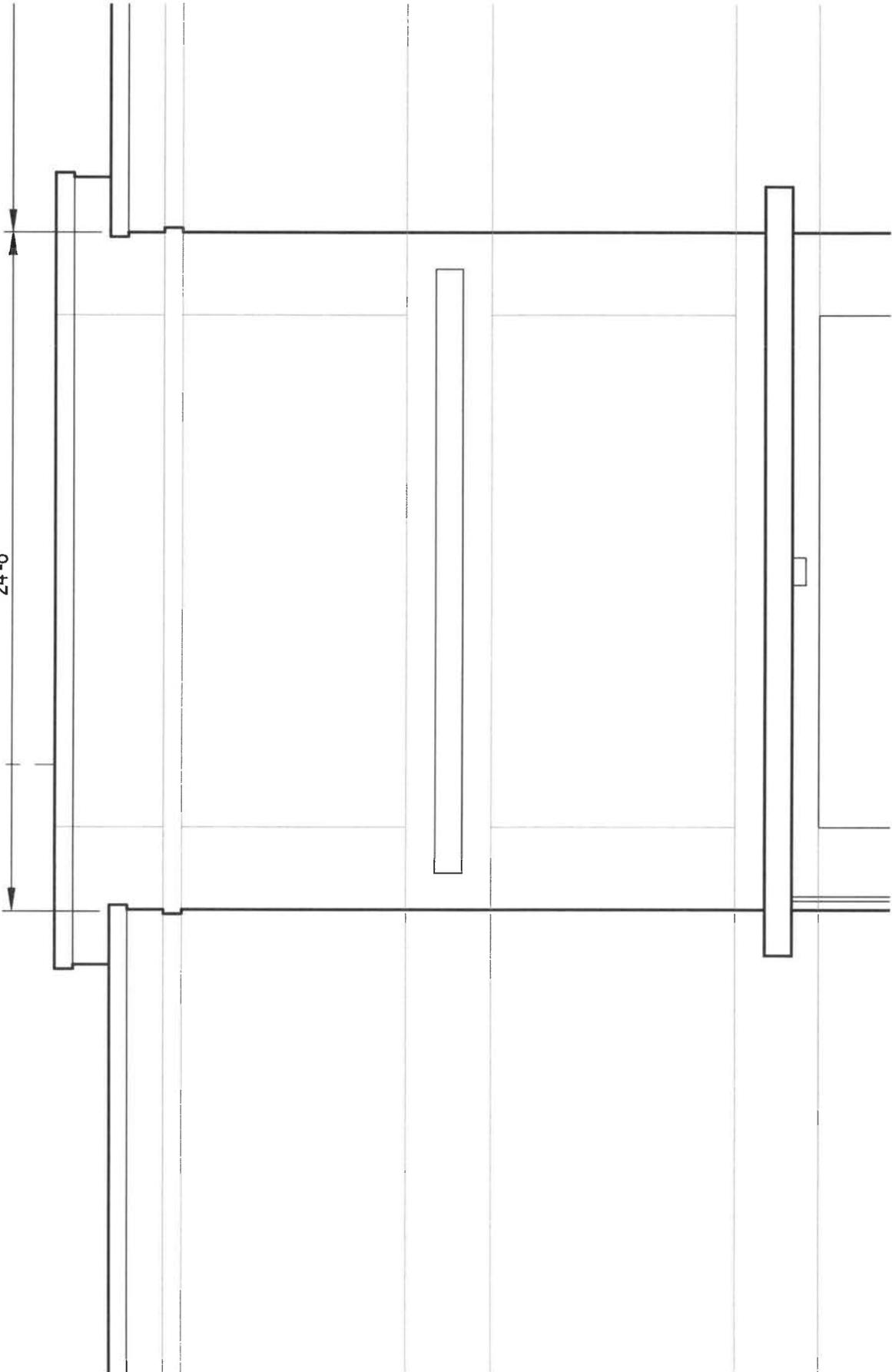


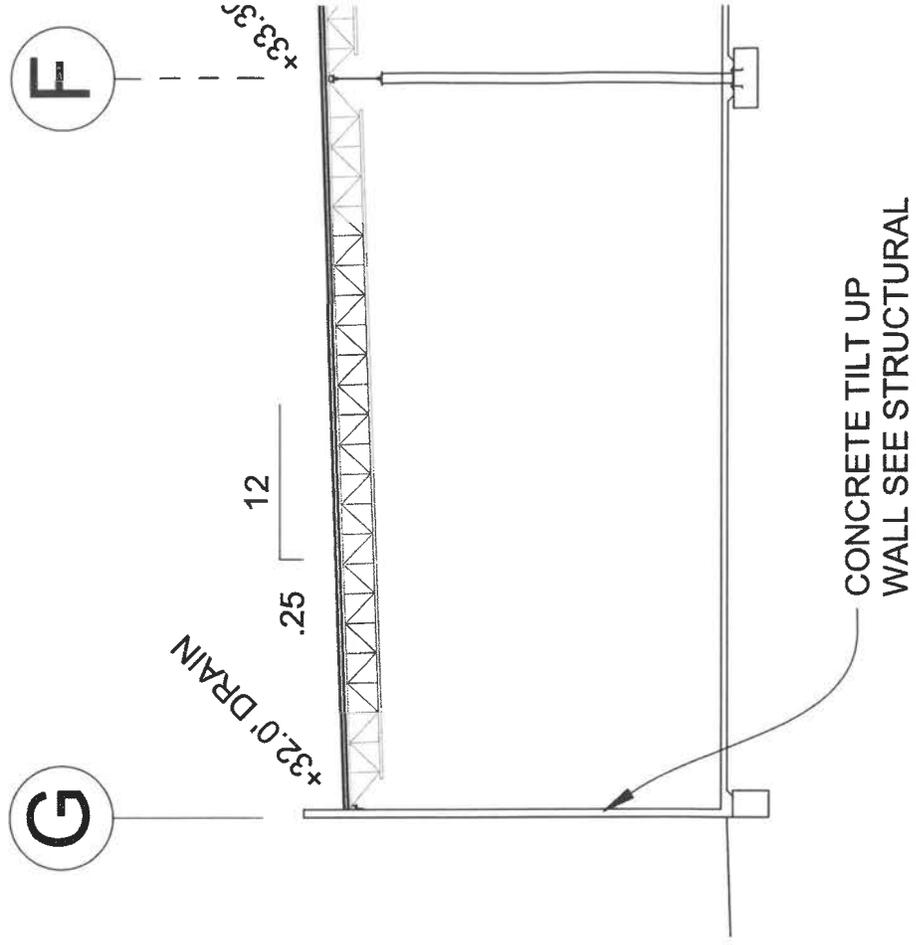
EAST ELEVATION



C

24'-8"



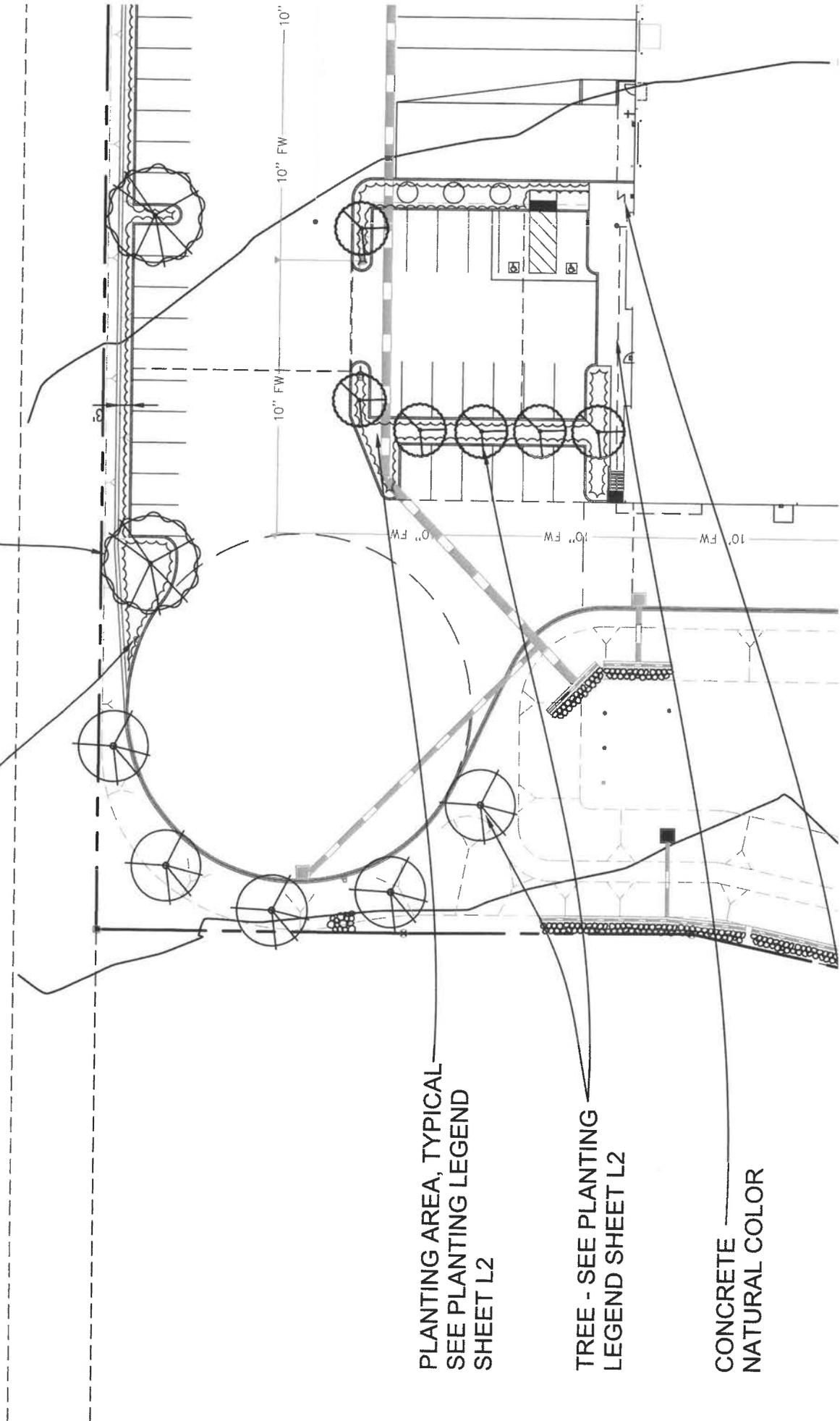


SECTION 'A'



LIGHT STANDARD,
TYPICAL SYMBOL

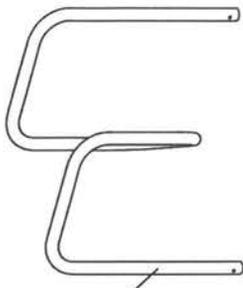
TREE - SEE PLANTING
LEGEND SHEET L2



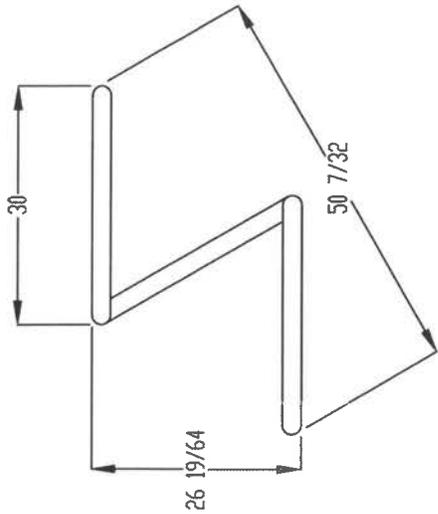
PLANTING AREA, TYPICAL
SEE PLANTING LEGEND
SHEET L2

TREE - SEE PLANTING
LEGEND SHEET L2

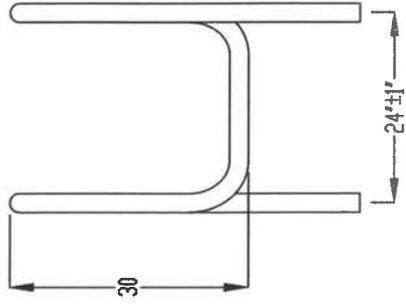
CONCRETE
NATURAL COLOR



2 3/8"OD STEEL TUBING

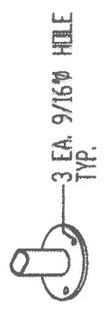
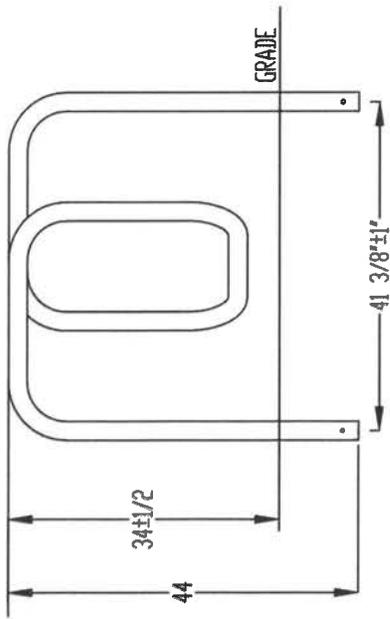


PLAN VIEW

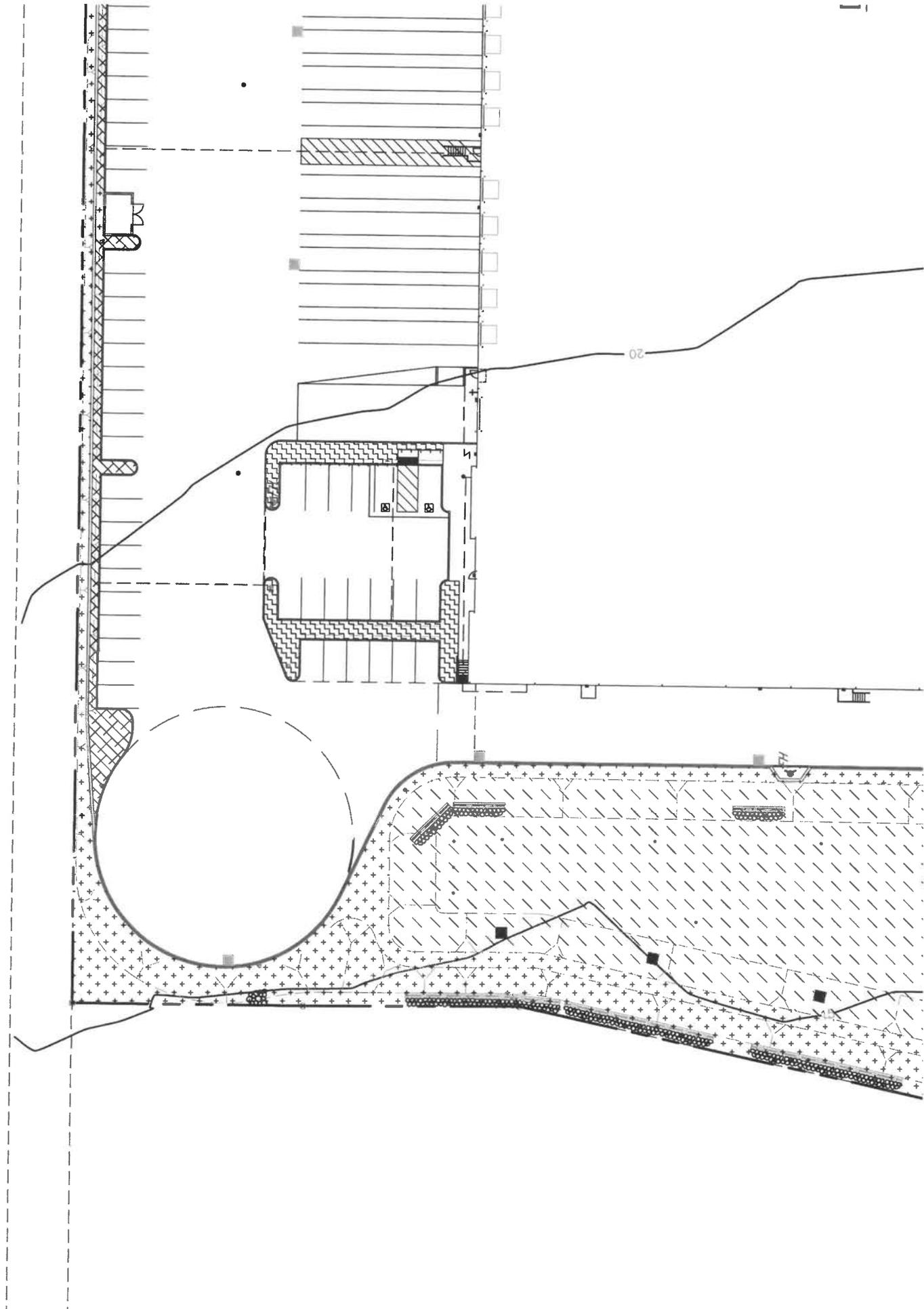


ELEVATION VIEWS

2 HOOP - 4 BIKE CAPACITY

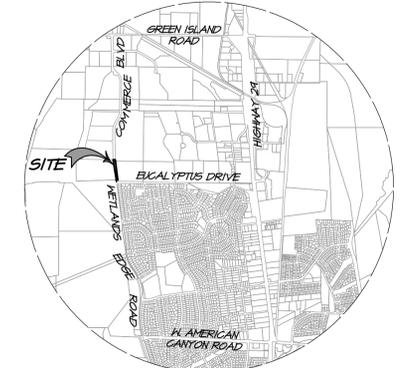


□ SURFACE FLANGE MOUNT (SF)



WETLANDS EDGE COURT BIKE PATH EXTENSION PLANS

DV22-0016



VICINITY MAP
SCALE: 1" = 3000'

PROJECT INFORMATION

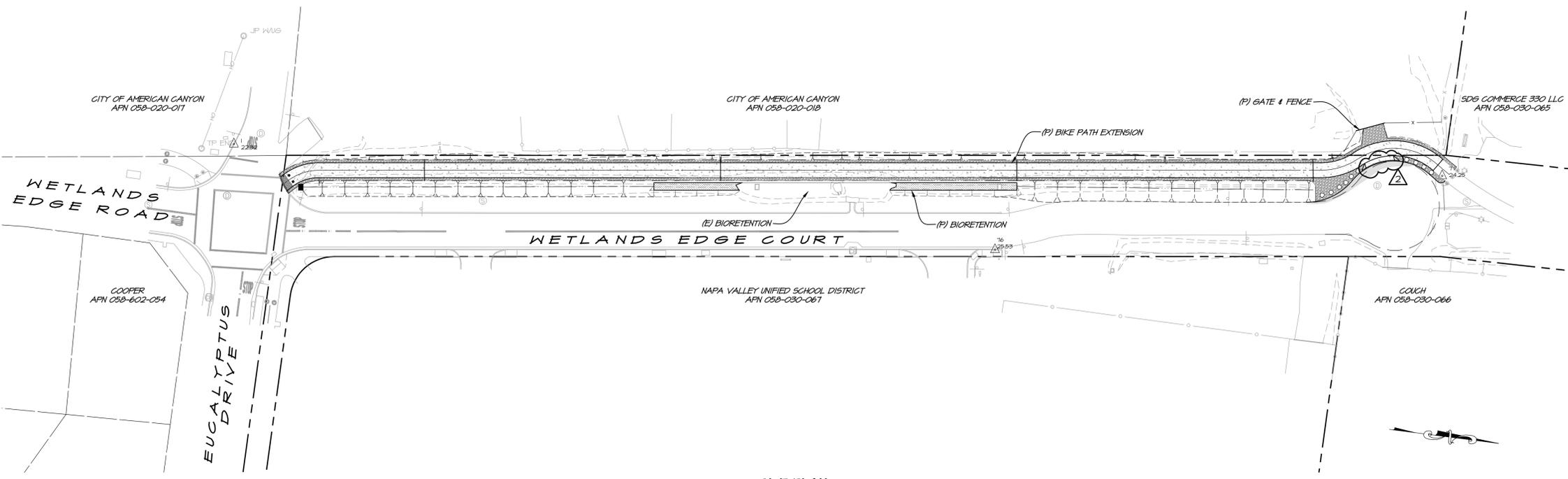
CLIENT: SDG COMMERCE 217, LLC
413 W. YOSEMITE AVENUE, STE. 105
MADERA, CA 93637
CONTACT: JASON SCRIVNER
SITE LOCATION: WETLANDS EDGE COURT
CIVIL ENGINEER: RSA+
1515 FOURTH STREET
NAPA, CA 94554

SURVEY NOTES

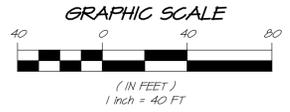
- TOPOGRAPHY BASED ON A FIELD SURVEY PERFORMED BY RSA+ IN FEBRUARY 2021, UPDATED IN SEPTEMBER 2022 AND MAY 2023. CONTOURS ARE SHOWN EVERY ONE FOOT (1'), HIGHLIGHTED EVERY FIVE FEET (5').
- HORIZONTAL DATUM:** NORTH AMERICAN DATUM OF 1983 (NAD83) 2011 EPOCH BASED UPON G.P.S. OBSERVATIONS ON NETWORK UTILIZING CONTINUALLY OPERATING REFERENCE STATION (C.O.R.S.) INFORMATION FROM THE CALIFORNIA SPATIAL REFERENCE CENTER (C.S.R.C.).
VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM OF 1988 (NAV88)
- BOUNDARY SHOWN IS RECORD INFORMATION PER BOOK 26 OR PARCEL MAPS AT PAGES 87-90, NAPA COUNTY RECORDS.

SHEET INDEX

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C3.1	PLAN & PROFILE
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SL-1	BIKE EXTENSION LIGHTING PLAN
SL-2	BIKE EXTENSION LIGHTING PLAN



SITE PLAN
SCALE: 1" = 40'



ABBREVIATIONS

AB	AGGREGATE BASE ROCK	LLA	LOT LINE ADJUSTMENT
AC	ASPHALTIC CONCRETE	LP	LOW POINT
APN	ASSESSORS PARCEL NUMBER	MH	MANHOLE
BGL	BOTTOM OF GRAVEL LAYER	N	NEN
BOT	BOTTOM	OC	ON CENTER
CB	CATCH BASIN	OR	OFFICIAL RECORD
CL	CENTERLINE	PL	PROPOSED LINE
CI	CURB INLET	PC	PROPOSED NEW WORK
CO	CLEANOUT	PC	PORLAND CEMENT CONCRETE
CONF	CONFORM	PIV	PRESSURE INDICATOR VALVE
DDCV	DOUBLE DETECTOR CHECK VALVE	PUE	PUBLIC UTILITY EASEMENT
DW	DOMESTIC WATER	PW	PROCESS WATER
ELEV	ELEVATION	PWH	PROCESS WASTE WATER
EP	EDGE OF PAVEMENT	R	RADIUS
EV	ELECTRIC VEHICLE	RFBP	REDUCED PRESSURE BACKFLOW PREVENTER
EW	EACH WAY	ROW	RIGHT OF WAY
EX / (E)	EXISTING	RW	RECYCLED WATER
FD	FOUND	S	SLOPE (FEET/FOOT)
FDG	FIRE DEPARTMENT CONNECTION	S.A.D.	SEE ARCHITECTS DRAWINGS
FF	FINISH FLOOR	SD	STORM DRAIN
FG	FINISH GRADE	SDCO	STORM DRAIN CLEANOUT
FH	FIRE HYDRANT	SF	SQUARE FOOT
FL	FLOW LINE	S.L.A.D.	SEE LANDSCAPE ARCHITECTS DRAWINGS
FW	FIRE WATER	SS	SANITARY SEWER
GB	GRADE BREAK	SSCO	SANITARY SEWER CLEANOUT
GV	GATE VALVE	SSFM	SANITARY SEWER FORCED MAIN
HMA	HOT MIX ASPHALT	STA	STATION
HP	HIGH POINT	TC	TOP OF CURB
HWL	HIGH WATER LEVEL	TGL	TOP OF GRAVEL LAYER
INV	INVERT	TSL	TOP OF SOIL LAYER
IP	IRON PIPE	TYP	TYPICAL
IW	IRRIGATION WATER	WM	WATER METER
LF	LINEAL FEET/FOOT		

SYMBOL LEGEND

EXISTING		PROPOSED	
△	SURVEY CONTROL STATION	SD	STORM DRAIN PIPE
●	FOUND	DI	DRAIN INLET
○	BRASS PIN	DS	DOWNSPUT
—	FLOW LINE	LS	LEVEL SPREADER
—X—	FENCE	—Y—	TOP / TOE DAYLIGHT
—O—	TREE (AS NOTED)	—Z—	RETAINING WALL
⊕	WELL	—	CONSTRUCTION FENCE
⊙	SSMH	—	SILT FENCE
⊙	(E) FIRE HYDRANT	—	FLUSH CURB
—	(E) SSMF	—	VERTICAL CURB
—	(E) SANITARY SEWER	—	CURB & GUTTER
—	(E) RECYCLED WATER	—	CURB INLET
—	(E) WATER	—	SANITARY SEWER
—		—	SANITARY SEWER FORCED MAIN
—		—	CLEANOUT
—		—	DOMESTIC WATER
—		—	FIRE WATER
—		—	IRRIGATION WATER
—		—	RECYCLED WATER
⊕	FIRE HYDRANT	—	
⊙	GATE VALVE	—	
⊙	PIV & FDG	—	
●	REMOVABLE BOLLARD		

LOCAL SITE CONTROL

#	GROUND NORTHING	GROUND EASTING	ELEVATION	DESCRIPTION
1	1821841.73	6483484.17	22.32'	SET X S. TC EUGA
76	1828360.44	6483495.84	25.53'	SET X E. TC WETLANDS EDGE. S. 4.6 5/4 END
77	1828653.93	6483404.26	24.25'	SET X W. 1.5 EOC BIKEPATH

GEOTECHNICAL ENGINEER

THIS GRADING PLAN HAS BEEN REVIEWED BY THE UNDERSIGNED AND FOUND TO BE IN SUBSTANTIAL CONFORMANCE WITH THE INTENT OF THE RECOMMENDATIONS OUTLINED IN THE PROJECT'S GEOTECHNICAL REPORT DATED DECEMBER 9TH, 2019. THIS GEOTECHNICAL REPORT SHALL BE CONSIDERED AS PART OF THIS PLAN AND ALL GRADING WORK SHALL BE IN ACCORDANCE WITH SAID GEOTECHNICAL REPORT.

FIRM: KRAZEN & ASSOCIATES, INC.
BY: _____
DATE: _____



APPROVED FOR CONFORMANCE TO CITY OF AMERICAN CANYON STANDARD PLANS & SPECIFICATIONS FOR PUBLIC IMPROVEMENT AND APPURTENANT CONDITIONS OF APPROVAL

ERICA AHMANN SMITHES
PUBLIC WORKS DIRECTOR / CITY ENGINEER
CITY OF AMERICAN CANYON, CALIFORNIA

DATE: _____

NO.	DATE	REVISIONS
1	05/16/2024	BUILDING REVISIONS PER CITY FIRE DEPT. LMM/PSN
2	07/11/2024	RECORD DRAWINGS

1515 FOURTH STREET
NAPA, CALIF. 94559
OFFICE (707) 252.3301
WWW.RSACALIF.COM

RSA+
RSA+ CONSULTING CIVIL ENGINEERS + SURVEYORS + (1980)

WETLANDS EDGE COURT
COVER SHEET
AMERICAN CANYON
CALIFORNIA



DATE	SEPT. 11, 2024
DRAWN	LMM
DESIGNED	NAW
CHECKED	PSN
JOB NO.	414037.0
SHEET NO.	C1.0
	1 OF 8 SHEETS

CITY OF AMERICAN CANYON GENERAL NOTES

RSA 10/2018

- CONTRACTOR AGREES TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR THE JOB SITE DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY; THAT THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS, AND THAT THE CONTRACTOR SHALL DEFEND, INDEMNIFY, AND HOLD THE CITY REPRESENTATIVES HARMLESS FROM ANY AND ALL LIABILITY, REAL AND/OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF THIS PROJECT.
- CONTRACTOR SHALL OBTAIN AN ENCROACHMENT PERMIT FROM THE CITY OF AMERICAN CANYON PRIOR TO PERFORMING ANY WORK WITHIN THE PUBLIC RIGHT-OF-WAY OR ON ANY PORTION OF THE CITY'S PUBLIC WATER, SEWER, OR STORMWATER SYSTEMS.
- CONTRACTOR SHALL BE HELD RESPONSIBLE FOR ANY AND ALL DAMAGES TO EXISTING STRUCTURES AND UTILITIES DURING CONSTRUCTION.
- CONTRACTOR SHALL VERIFY LOCATIONS, ELEVATIONS, DISTANCES, AND FEATURES THAT MAY AFFECT THE WORK. SHOULD EXISTING CONDITIONS DIFFER FROM THOSE SHOWN OR INDICATED, OR IF IT APPEARS THAT THESE PLANS, STANDARD SPECIFICATIONS, AND SPECIAL PROVISIONS DO NOT ADEQUATELY DETAIL THE WORK TO BE DONE, CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONTINUING WITH ANY RELATED WORK. NO ALLOWANCE WILL BE MADE IN HIS BEHALF FOR ANY EXTRA EXPENSE RESULTING FROM FAILURE OR NEGLIGENCE IN DETERMINING THE CONDITIONS UNDER WHICH WORK IS TO BE PERFORMED. NOTED DIMENSIONS TAKE PRECEDENCE OVER SCALE.
- A SET OF SIGNED BLUEPRINTS AND A SET OF SPECIFICATIONS WILL BE KEPT AT ALL TIMES AT THE JOB SITE ON WHICH ALL CHANGES OR VARIATIONS IN THE WORK, INCLUDING ALL EXISTING UTILITIES, ARE TO BE RECORDED AND/OR CORRECTED DAILY AND SUBMITTED TO THE CITY ENGINEER WHEN THE WORK TO BE DONE IS COMPLETED.
- CONTRACTOR TO EXPOSE AND CHECK LOCATIONS OF EXISTING INVERTS PRIOR TO CONSTRUCTION.
- CONTRACTOR SHALL NOTIFY ALL PUBLIC OR PRIVATE UTILITY COMPANIES 48 HOURS PRIOR TO COMMENCEMENT OF WORK ADJACENT TO EXISTING UTILITY LINES UNLESS ENCROACHMENT PERMIT SPECIFIES OTHERWISE.
- CONTRACTOR SHALL SUBMIT TRAFFIC CONTROL PLANS FOR APPROVAL. ALL TRAFFIC CONTROL SHALL CONFORM TO CALIFORNIA MUTCD. CONTRACTOR SHALL PROVIDE AND MAINTAIN SUFFICIENT BARRICADES TO PROVIDE FOR THE SAFETY OF THE GENERAL PUBLIC TO THE SATISFACTION OF THE PUBLIC WORKS DIRECTOR.
- CONTRACTOR SHALL CONTACT THE PUBLIC WORKS DIRECTOR TO ARRANGE A PRE-CONFERENCE FOR THE PURPOSE OF REVIEWING JOB REQUIREMENTS AND CITY PROCEDURES.
- PRIOR TO THE START OF CONSTRUCTION, CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (USA) AT 811 OR (800) 642-2444 FOR THE LOCATION OF EXISTING UTILITY FACILITIES.
- ALL MATERIALS SHALL BE FURNISHED AND INSTALLED BY THE CONTRACTOR UNLESS OTHERWISE NOTED.
- CONTRACTOR SHALL COORDINATE ALL NECESSARY UTILITY RELOCATIONS, IF REQUIRED, WITH THE APPROPRIATE UTILITY COMPANIES.
- CONTRACTOR SHALL NOTIFY THE PUBLIC WORKS DIRECTOR AT LEAST 72 HOURS IN ADVANCE OF COMMENCEMENT OF ANY PART OF THE WORK.
- PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION ACTIVITIES, CONTRACTOR SHALL LOCATE, BY EXCAVATION, EXISTING WATER FACILITIES TO ASCERTAIN VERTICAL AND HORIZONTAL POSITION. IF CONFLICTS ARISE, DEVELOPER'S ENGINEER SHALL SUBMIT AN ALTERNATE DESIGN ACCEPTABLE TO THE CITY'S DIRECTOR OF PUBLIC WORKS.
- THE CONTRACTOR SHALL COORDINATE AND SCHEDULE ALL INSPECTIONS AT LEAST 48 HOURS IN ADVANCE BY CONTACTING THE CITY OF AMERICAN CANYON PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION AT (707) 641-4562.
- CONSTRUCTION ACTIVITIES ASSOCIATED WITH THE GRADING/IMPROVEMENT PLANS SHALL BE LIMITED TO BETWEEN 7:00 A.M. AND 6:00 P.M. MONDAY THROUGH FRIDAY. WORK ON WEEKENDS AND HOLIDAYS REQUIRE WRITTEN APPROVAL FROM THE CITY ENGINEER. IF WEEKENDS AND HOLIDAY WORK IS APPROVED, CONSTRUCTION AND GRADING ACTIVITIES SHALL BE LIMITED TO BETWEEN 8:00 A.M. TO 6:00 P.M. ON SATURDAYS, AND BETWEEN 10:00 A.M. AND 6:00 P.M. ON SUNDAYS AND HOLIDAYS.
- PRIOR TO FINAL INSPECTION, CONTRACTOR SHALL PROVIDE CITY WITH VIDEO INSPECTION OF ALL PUBLIC AND PRIVATE STORM DRAIN IMPROVEMENTS.
- WITH THE EXCEPTION OF WATER USED FOR LOADING AND TESTING OF POTABLE WATER LINES, ALL CONSTRUCTION WATER USED FOR THE PROJECT SHALL BE OBTAINED FROM A SOURCE OTHER THAN AMERICAN CANYON POTABLE WATER SOURCES. APPLICANT SHALL PROVIDE VERIFICATION THAT AN OUTSIDE SOURCE OF CONSTRUCTION WATER, E.G., RECYCLED WATER, HAS BEEN ESTABLISHED AND WILL BE AVAILABLE FOR THE DURATION OF THE PROJECT CONSTRUCTION.
- AT PROJECT COMPLETION, THE ENGINEER OF RECORD SHALL PROVIDE PLANS LABELED "AS-BUILT" TO THE CITY OF AMERICAN INDICATING ANY AND ALL CHANGES MADE DURING CONSTRUCTION. SUCH PLANS SHALL BE DELIVERED IN HARD COPY (M/LAR) AND ELECTRONIC FORMAT (.pdf AND .dwg).

GRADING NOTES

RSA 04/2023

- EXCAVATION AND GRADING SHALL COMPLY WITH APPENDIX J OF THE CALIFORNIA BUILDING CODE, LATEST EDITION AND SHALL BE DONE IN ACCORDANCE WITH THE RECOMMENDATIONS IN THE GEOTECHNICAL REPORT PREPARED BY KRAZAN & ASSOCIATES, INC. DATED DECEMBER 9, 2019. A COPY OF SAID REPORT IS AVAILABLE BY THE BIDDERS AT THE ENGINEER'S OFFICE AND THE OWNER'S OFFICE. THE CONTRACTOR SHALL OBTAIN FROM THE OWNER ONE COPY OF THE SAID REPORT PRIOR TO COMMENCEMENT OF WORK.
- THE GEOTECHNICAL ENGINEER SHALL BE NOTIFIED AT LEAST THREE (3) DAYS IN ADVANCE OF COMMENCING WORK, INCLUDING SITE STRIPPING AND GRADING OPERATIONS. THIS WORK SHALL BE OBSERVED AND TESTED BY THE GEOTECHNICAL ENGINEER'S REPRESENTATIVE.
- SITE WORK SHALL BE VISUALLY INSPECTED BY THE CONTRACTOR TO DETERMINE THE EXTENT OF CLEARING, GRUBBING AND GRADING WORK TO BE DONE.
- SOIL STRIPPED AS DETAILED IN THE GEOTECHNICAL REPORT SHALL BE STOCKPILED FOR USE IN LANDSCAPED AREAS. CONTRACTOR SHALL COORDINATE WITH LANDSCAPE CONTRACTOR.
- CONTRACTOR SHALL CONDUCT ALL GRADING OPERATIONS IN SUCH A MANNER AS TO PRECLUDE WIND BLOWN DIRT AND DUST AND RELATED DAMAGE TO NEIGHBORING PROPERTIES. SUFFICIENT WATERING TO CONTROL DUST IS REQUIRED AT ALL TIMES. CONTRACTOR SHALL ASSUME LIABILITY FOR CLAIMS RELATED TO WIND BLOWN MATERIAL. IF THE DUST CONTROL IS INADEQUATE AS DETERMINED BY THE PUBLIC WORKS DIRECTOR OR HIS DESIGNATED REPRESENTATIVE, THE CONSTRUCTION WORK SHALL BE TERMINATED UNTIL CORRECTIVE MEASURES ARE TAKEN.
- ALL FILLS PLACED AT DEPTHS OF MORE THAN THREE FEET (3') SHOULD BE COMPACTED TO AT LEAST 95% OF THE MAXIMUM DRY DENSITY DETERMINED BY THE ASTM D1557-02 TEST PROCEDURE.
- ANY UNDERGROUND PIPES WITHIN TWO FEET (2') OF ORIGINAL OR FINAL GRADE (WHICHEVER IS LOWER) SHOULD BE REMOVED.
- DEPENDING ON CONDITIONS IN THE FIELD, THE GEOTECHNICAL ENGINEER MAY APPROVE MEASURES INTENDED TO MINIMIZE THE VOLUME OF STRIPPING. THESE MEASURES MIGHT INCLUDE DELETION OF STRIPPING LOGGALLY, MOJING AND DISC PROCEDURES AND/OR THE MIXTURE OF NATIVE SOILS WITH MINOR ORGANIC MATTER, WITH SOILS OBTAINED BELOW EXISTING GROUND SURFACES (WITHOUT ORGANIC MATTER).
- ALL PROPERTY CORNERS SHALL BE CLEARLY DELINEATED IN THE FIELD PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION/GRADING.
- COMPACTED FILL TO SUPPORT ANY STRUCTURES SHALL COMPLY WITH CBC SECTION 1803.5. PROJECTS WITHOUT A GEOTECHNICAL REPORT SHALL HAVE DETAILED SPECIFICATIONS SATISFYING THE REQUIREMENTS IN SECTION 1803.5 PREPARED BY THE ENGINEER OF RECORD (EOR).
- THE CONTRACTOR SHALL NOTIFY UNDERGROUND SERVICE ALERT (USA) TWO DAYS BEFORE DIGGING AT 811.
- EXCESS SOIL SHALL BE STOCKPILED AT A LOCATION SPECIFIED BY THE PERMITS.
- MAXIMUM CUT AND FILL SLOPE = 2:1, UNLESS OTHERWISE RECOMMENDED BY A GEOTECHNICAL ENGINEER IN CONFORMANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL REPORT.
- NO OBSTRUCTION OF NATURAL WATER COURSES IS PERMITTED.
- DURING ROUGH GRADING OPERATIONS AND PRIOR TO CONSTRUCTION OF PERMANENT DRAINAGE STRUCTURES, TEMPORARY DRAINAGE CONTROL (BEST MANAGEMENT PRACTICES, BMPs) SHALL BE PROVIDED TO PREVENT PONDING OF WATER AND DAMAGE TO ADJACENT PROPERTIES.
- DUST SHALL BE CONTROLLED BY WATERING OR OTHER APPROVED METHODS.
- ALL EXISTING DRAINAGE COURSES ON THE PROJECT SITE MUST CONTINUE TO FUNCTION. PROTECTIVE MEASURES AND TEMPORARY DRAINAGE PROVISIONS MUST BE USED TO PROTECT ADJOINING PROPERTIES DURING GRADING OPERATIONS.
- BMPs IN COMPLIANCE WITH SHPPP AND CITY ESCP SHALL BE IN PLACE AT ALL TIMES DURING GRADING OPERATIONS.

CITY OF AMERICAN CANYON UTILITY NOTES

RSA 01/2016

- CONTRACTOR HAS THE FOLLOWING OPTIONS FOR STORM DRAIN PIPING. REINFORCED CONCRETE PIPE (RCP) SHALL BE CLASS III PER CALTRANS STANDARD SPECIFICATIONS, POLYVINYL CHLORIDE (PVC) PIPE FOR THE STORM DRAIN SHALL COMPLY WITH ANSIA/ASTM D 3034-78, SDR 35 REQUIREMENTS OR CORRUGATED POLYETHYLENE PIPE WITH SMOOTH INTERIOR SUCH AS ADVANCED DRAINAGE SYSTEMS (ADS) N-12 OR APPROVAL EQUAL. USE OTHER IF SPECIFIED ON THE PLANS. **NOTE: RCP IS REQUIRED WITHIN CITY RIGHT-OF-WAY.**
- ASBESTOS CEMENT PIPE (ACP) SHALL NOT BE ALLOWED UNDER ANY CIRCUMSTANCES.
- TRENCHING AND BACKFILL SHALL COMPLY WITH AMERICAN CANYON STANDARDS. CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE SAFETY STANDARDS FOR TRENCH SAFETY. ALL PIPES HAVING LESS THAN 3' OF COVER SHALL BE BACKFILLED WITH CLASS II AGGREGATE BASE. ALL PIPES WITHIN RIGHT-OF-WAY SHALL BE BACKFILLED WITH 100% IMPORTED CLASS II AGGREGATE BASE.
- CONTRACTOR SHALL CONTACT THE CITY OF AMERICAN CANYON TO ARRANGE A PRE-PROJECT CONFERENCE FOR THE PURPOSE OF REVIEWING JOB REQUIREMENTS AND CITY PROCEDURES.

MATERIAL SPECIFICATIONS	
PIPE	TYPE
STORM DRAIN	SEE UTILITY NOTE #1

DUST CONTROL NOTES

11/2013

WATER AND/OR DUST PALLIATIVES SHALL BE APPLIED IN SUFFICIENT QUANTITIES DURING GRADING AND OTHER GROUND DISTURBING ACTIVITIES ON-SITE TO MINIMIZE THE AMOUNT OF DUST PRODUCED. OUTDOOR CONSTRUCTION ACTIVITIES SHALL NOT OCCUR DURING WINDY PERIODS.

EROSION AND SEDIMENT CONTROL NOTES

01/2016

GENERAL

- GRADING ON THE SITE SHALL BE LIMITED TO THE AREA SHOWN ON THE PLAN.
- ALL MOVEMENT OF EARTH SHALL COMPLY WITH THE SPECIFICATIONS CONTAINED IN THE NAPA COUNTY GRADING ORDINANCE, THE EROSION AND SEDIMENT CONTROL PLAN (ESCP), AND STORM WATER POLLUTION PREVENTION PLAN (SWPPP).
- CHANGES TO THIS EROSION AND SEDIMENT CONTROL PLAN TO MEET FIELD CONDITIONS SHALL BE MADE ONLY WITH THE APPROVAL OF/OR AT THE DIRECTION OF RSA.
- THE CONTRACTOR SHALL INFORM ALL CONSTRUCTION SITE WORKERS ABOUT THE MAJOR PROVISIONS OF THE ESCP / SWPPP AND SEEK THEIR COOPERATION IN AVOIDING THE DISTURBANCE OF THESE CONTROL MEASURES.
- CONTRACTOR SHALL NOTIFY THE CITY OF AMERICAN CANYON COMMUNITY DEVELOPMENT DEPARTMENT 48 HOURS PRIOR TO COMMENCEMENT OF CONSTRUCTION. FAILURE TO DO SO CONSTITUTES A VIOLATION OF THE APPROVED ESCP / SWPPP.
- REVIEW AND/OR APPROVAL OF THE ESCP / SWPPP SHALL NOT RELIEVE THE CONTRACTOR FROM HIS OR HER RESPONSIBILITIES FOR COMPLIANCE WITH THE REQUIREMENTS OF THE CONSTRUCTION SITE RUNOFF CONTROL MANUAL, NOR SHALL IT RELIEVE THE CONTRACTOR FROM ERRORS OR OMISSIONS IN THE APPROVED PLAN.
- IF THE APPROVED PLAN NEEDS TO BE MODIFIED, ADDITIONAL SEDIMENT AND STORMWATER CONTROL MEASURES MAY BE REQUIRED AS DEEMED NECESSARY BY THE CITY OF AMERICAN CANYON COMMUNITY DEVELOPMENT DEPARTMENT.

MAINTENANCE NOTES

- FIBER ROLL SEDIMENT BARRIERS SHALL BE INSTALLED PRIOR TO ANY GRADING ON THE SITE AND WILL REMAIN OPERABLE UNTIL PERMANENT STABILIZATION HAS BEEN ACHIEVED.
- DURING THE RAINY SEASON, ALL SEDIMENT BARRIERS SHALL BE INSPECTED AND REPAIRED AT THE END OF EACH WORKING DAY AND, IN ADDITION, AFTER EACH STORM.
- ALL PAVED AREAS SHALL BE KEPT CLEAR OF DIRT, SEDIMENT, AND DEBRIS. THE PROJECT AREA SHALL BE MAINTAINED SO THAT A MINIMUM OF SEDIMENT-LADEN RUNOFF LEAVES THE SITE.
- THE SEEDED AREAS SHALL BE PREPARED, RESEEDDED AND MULCHED AS SOON AS POSSIBLE AFTER BEING DAMAGED.
- EXISTING PUBLIC STREETS SHALL BE CLEANED DAILY WHEN AFFECTED BY CONSTRUCTION TRAFFIC.

SUPPLEMENTAL EROSION AND SEDIMENT CONTROL NOTES

04/2015

SEEDING SPECIFICATIONS

- ALL GRADED OR DISTURBED AREAS SHALL BE SEEDED IMMEDIATELY AFTER GRADING IS COMPLETED IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS:
 - STANDARD EROSION CONTROL MIX:
USE AT A RATE OF 25 LBS PER ACRE, OR 0.6 LBS. PER 1,000 SF

STANDARD EROSION CONTROL MIX	
BLANDO BROME	40%
ZORRO ANNUAL FESCUE	20%
CALIFORNIA BROME	15%
CRIMSON CLOVER	10%
ROSE CLOVER	15%
 - EROSION MIX FOR WINTERIZATION OF HIGH USE AREAS:
(NON-SURFACED ROADS, INCLUDING FARM FIELD ACCESS ROADS)

BARLEY	40 LBS/ACRE
RED OATS	60 LBS/ACRE
 - EROSIONS CONTROL MIX FOR RIPARIAN AREAS AND ENVIRONMENTALLY SENSITIVE AREAS (ESAs):
 - SUNNY AREAS:
USE AT A RATE OF 34 LBS PER ACRE, OR 1.0 LBS PER 1,000 SF

MEADOW BARLEY	36%
TRICOLOR FESCUE	30%
CALIFORNIA BROME	26%
 - SHADY OR PARTIAL SHADE AREAS:
USE AT A RATE OF 34 LBS PER ACRE, OR 1.0 LBS PER 1,000 SF

CALIFORNIA BROME	27%
BLUE HILDREY	41%
IDAHO FESCUE	32%
 - EROSION MIX FOR HIGHER ELEVATION AREAS, (ABOVE 1,000 FEET)
USE AT A RATE OF 34 LBS PER ACRE, OR 1.0 LBS PER 1,000 SF

PERENNIAL RYEGRASS	30%
BLUE HILDREY	32%
IDAHO FESCUE	30%
 - FERTILIZER USED SHALL BE ONE OF THE FOLLOWING FORMULATIONS OR ITS EQUIVALENT:
 - NONE (ENVIRONMENTALLY SENSITIVE AREA)
 - 16-20-0 APPLIED AT A RATE OF 200 TO 250 LBS PER ACRE, (4.6 TO 5.7 LBS PER 1,000 SF)
 - 15-15-15 APPLIED AT A RATE OF 300 LBS PER ACRE, (1.0 LBS PER 1,000 SF)
- MULCH USED SHALL BE ONE OF THE FOLLOWING OR ITS EQUIVALENT:

STRAW MULCH	3,000 LBS/ACRE
WOOD FIBER MULCH	2,000 LBS/ACRE (IF HYDROSEEDDED)
- AREA TO BE SEEDED SHALL BE SCARIFIED TO DEPTH OF 4" TO 8" AND DRESSED TO PROVIDE A REASONABLY SMOOTH FIRM SURFACE.
- IF HYDROSEEDING METHOD IS USED, A TACKIFIER SUCH AS M-BINDER OR SENTINEL (OR EQUAL) SHALL BE APPLIED AT A RATE OF 15 TO 100 LBS/ACRE.
- IF HYDROSEEDING METHOD IS USED, SEED SHALL NOT REMAIN IN THE SLURRY LONGER THAN 30 MINUTES. FERTILIZERS SHALL NOT REMAIN IN THE SLURRY LONGER THAN 2 HOURS. THE SLURRY SHALL BE APPLIED IN A UNIFORM MANNER AT A RATE THAT IS NON-EROSIVE AND MINIMIZES RUNOFF.
- IF STRAW MULCH METHOD IS USED, STRAW SHALL BE ANCHORED TO THE SOIL BY A TACKIFIER, EROSION CONTROL BLANKET, CRIMPING, PUNCH ROLLER-TYPE ROLLERS, OR TRACK WALKING.
- NORTH AMERICAN GREEN SC150 EROSION CONTROL BLANKETS SHALL BE INSTALLED ON ALL SLOPES STEEPER THAN 2:1. JUTE NETTING SHALL BE INSTALLED OVER STRAW MULCH OVER SEED ON ALL SLOPES 2:1 TO 4:1.
- THE SEEDED AREAS SHALL BE PREPARED, RESEEDDED AND MULCHED AS SOON AS POSSIBLE AFTER BEING DAMAGED.

SEEDING SPECIFICATIONS

- MULCH USED SHALL BE ONE OF THE FOLLOWING OR ITS EQUIVALENT:

STRAW MULCH	3,000 LBS/ACRE
WOOD FIBER MULCH	2,000 LBS/ACRE (IF HYDROSEEDDED)
- AREA TO BE SEEDED SHALL BE SCARIFIED TO DEPTH OF 4" TO 8" AND DRESSED TO PROVIDE A REASONABLY SMOOTH FIRM SURFACE.
- IF HYDROSEEDING METHOD IS USED, A TACKIFIER SUCH AS M-BINDER OR SENTINEL (OR EQUAL) SHALL BE APPLIED AT A RATE OF 15 TO 100 LBS/ACRE.
- IF HYDROSEEDING METHOD IS USED, SEED SHALL NOT REMAIN IN THE SLURRY LONGER THAN 30 MINUTES. FERTILIZERS SHALL NOT REMAIN IN THE SLURRY LONGER THAN 2 HOURS. THE SLURRY SHALL BE APPLIED IN A UNIFORM MANNER AT A RATE THAT IS NON-EROSIVE AND MINIMIZES RUNOFF.
- IF STRAW MULCH METHOD IS USED, STRAW SHALL BE ANCHORED TO THE SOIL BY A TACKIFIER, EROSION CONTROL BLANKET, CRIMPING, PUNCH ROLLER-TYPE ROLLERS, OR TRACK WALKING.
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- THE SEEDED AREAS SHALL BE PREPARED, RESEEDDED AND MULCHED AS SOON AS POSSIBLE AFTER BEING DAMAGED.

CITY OF AMERICAN CANYON EROSION AND SEDIMENT CONTROL NOTES

10/2022

EROSION AND SEDIMENT CONTROL NOTES

THE FOLLOWING NOTES REPRESENT MINIMUM ENFORCEMENT NOTES. THE DEVELOPER IS RESPONSIBLE TO ENFORCE THE BEST MANAGEMENT PRACTICES AT THE SITE ALONG WITH OTHER SOURCES.

- IN CASE OF EMERGENCY, CALL JASON SCRIVNER AT (854) 674-0406.
- A STAND-BY CREW FOR EMERGENCY WORK SHALL BE AVAILABLE AT ALL TIMES, NECESSARY MATERIALS SHALL BE AVAILABLE ON-SITE AND STOCKPILED AT CONVENIENT LOCATIONS TO FACILITATE RAPID CONSTRUCTION OF EMERGENCY DEVICES WHEN RAIN IS IMMINENT.
- EROSION CONTROL DEVICES SHOWN ON THIS PLAN MAY BE REMOVED WHEN APPROVED BY CITY OFFICIAL IF THE GRADING OPERATION HAS PROCEEDED TO THE POINT WHERE THEY ARE NO LONGER REQUIRED.
- GRADED AREAS ADJACENT TO FILL SLOPES LOCATED AT THE SITE PERIMETER MUST DRAIN AWAY FROM THE TOP OF SLOPE AT THE CONCLUSION OF EACH WORKING DAY. ALL LOOSE SOILS AND DEBRIS THAT MAY CREATE A POTENTIAL HAZARD TO OFF-SITE PROPERTY SHALL BE STABILIZED OR REMOVED FROM THE SITE ON A DAILY BASIS.
- ALL SILT AND DEBRIS SHALL BE REMOVED FROM ALL DEVICES WITHIN 24 HOURS AFTER EACH RAINSTORM AND BE DISPOSED OF PROPERLY.
- A GUARD SHALL BE POSTED ON THE SITE WHENEVER THE DEPTH OF WATER IN ANY DEVICES EXCEEDS TWO FEET. THE DEVICE SHALL BE DRAINED OR PUMPED WITHIN 24 HOURS AFTER EACH RAINSTORM. PUMPING AND DRAINING OF ALL BASINS AND DRAINAGE DEVICES MUST COMPLY WITH THE APPROPRIATE BMP FOR DEWATERING OPERATIONS.
- THE PLACEMENT OF ADDITIONAL DEVICES TO REDUCE EROSION DAMAGE AND CONTAIN POLLUTANTS WITHIN THE SITE IS LEFT TO THE DISCRETION OF THE FIELD ENGINEER. ADDITIONAL DEVICES AS NEEDED SHALL BE INSTALLED TO RETAIN SEDIMENTS AND OTHER POLLUTANTS ON SITE.
- DESILTING BASINS MAY NOT BE REMOVED OR MADE INOPERABLE BETWEEN NOVEMBER 1 AND APRIL 15 OF THE FOLLOWING YEAR WITHOUT THE APPROVAL OF THE BUILDING OFFICIAL.
- STORMWATER POLLUTION AND EROSION CONTROL DEVICES ARE TO BE MODIFIED, AS NEEDED, AS THE PROJECT PROGRESSES, THE DESIGN AND PLACEMENT OF THESE DEVICES IS THE RESPONSIBILITY OF THE QUALIFIED SHPPP DEVELOPER/FIELD ENGINEER. PLANS REPRESENTING CHANGES MUST BE SUBMITTED FOR APPROVAL IF REQUESTED BY THE BUILDING OFFICIAL.
- EVERY EFFORT SHOULD BE MADE TO ELIMINATE THE DISCHARGE OF NON-STORMWATER FROM THE PROJECT SITE AT ALL TIMES.
- ERODED SEDIMENTS AND OTHER POLLUTANTS MUST BE RETAINED ON SITE AND MAY NOT BE TRANSPORTED FROM THE SITE VIA SHEET-FLOW, SHALES, AREA DRAINS, NATURAL DRAINAGE COURSES, OR RIND.
- STOCKPILES OF EARTH AND OTHER CONSTRUCTION-RELATED MATERIALS MUST BE PROTECTED FROM BEING TRANSPORTED FROM THE SITE BY THE FORCES OF WIND OR WATER.
- CONTRACTOR TO FOLLOW CITY OF AMERICAN CANYON'S STANDARDS AND SPECIFICATIONS 1.10.02 WATER POLLUTION CONTROL.
- FUELS, OILS, SOLVENTS, AND OTHER TOXIC MATERIALS MUST BE STORED IN ACCORDANCE WITH THEIR LISTINGS AND ARE NOT TO CONTAMINATE THE SOIL AND SURFACE WATERS. ALL APPROVED STORAGE CONTAINERS ARE TO BE PROTECTED FROM THE WEATHER. SPILLS MUST BE CLEANED UP IMMEDIATELY AND DISPOSED OF IN A PROPER MANNER. SPILLS MAY NOT BE WASHED INTO THE DRAINAGE SYSTEM.
- EXCESS OR WASTE CONCRETE MAY NOT BE WASHED INTO THE PUBLIC RIGHT-OF-WAY OR ANY OTHER DRAINAGE SYSTEM. PROVISIONS SHALL BE MADE TO RETAIN CONCRETE WASTES ON SITE UNTIL THEY CAN BE DISPOSED OF AS SOLID WASTE.
- DEVELOPERS/CONTRACTORS/QUALIFIED SHPPP DEVELOPERS (QSD)/QUALIFIED SHPPP PRACTITIONER (QSP), ARE RESPONSIBLE TO INSPECT ALL EROSION CONTROL DEVICES AND BMPs ARE INSTALLED AND FUNCTIONING PROPERLY, IF THERE IS A 50% CHANCE OF 0.25 INCHES OR GREATER OF PREDICTED PRECIPITATION, AND AFTER ACTUAL PRECIPITATION. A CONSTRUCTION SITE INSPECTION CHECKLIST AND INSPECTION LOG SHALL BE MAINTAINED AT THE PROJECT SITE AT ALL TIMES AND AVAILABLE FOR REVIEW BY THE CITY OFFICIAL (SELF-INSPECTION CHECK LIST AND INSPECTION LOGS PER STATE SHPPP REQUIREMENTS). INCIDENTS OF NON-COMPLIANCE MUST BE REPORTED TO THE FIELD ENGINEER.
- TRASH AND CONSTRUCTION-RELATED SOLID WASTES MUST BE DEPOSITED INTO A COVERED RECEPTACLE TO PREVENT CONTAMINATION OF RAINWATER AND DISPERSAL BY WIND.
- SEDIMENTS AND OTHER MATERIALS MAY NOT BE TRACKED FROM THE SITE BY VEHICLE TRAFFIC. THE CONSTRUCTION ENTRANCE ROADWAYS MUST BE STABILIZED SO AS TO INHIBIT SEDIMENTS FROM BEING DEPOSITED INTO THE PUBLIC RIGHT-OF-WAY. ACCIDENTAL DEPOSITIONS MUST BE SHEPT UP IMMEDIATELY AND MAY NOT BE WASHED DOWN BY RAIN OR OTHER MEANS.
- ANY SLOPES WITH DISTURBED SOILS OR DENIVED OF VEGETATION MUST BE STABILIZED SO AS TO INHIBIT EROSION BY WIND AND WATER.
- PROVIDE STORMWATER CONVEYANCE SYSTEM STENCILING AND SIGNAGE FOR BOTH PRIVATE DEVELOPMENT AND PUBLIC RIGHT OF WAY.
 - PROVIDE CONCRETE STAMPING, OR EQUIVALENT, OF ALL STORMWATER CONVEYANCE SYSTEM INLETS AND CATCH BASINS WITHIN THE PROJECT AREA WITH PROHIBITIVE LANGUAGE (E.G., "NO DUMPING DRAINS TO NAPA RIVER").
 - POST SIGNS AND PROHIBITIVE LANGUAGE AND/OR GRAPHICAL ICONS, WHICH PROHIBIT ILLEGAL DUMPING AT PUBLIC ACCESS POINTS ALONG CHANNELS AND CREEKS WITHIN THE PROJECT AREA, TRAILHEADS, PARKS, BUILDING ENTRANCES AND BIORETENTION FACILITIES.
- THE FOLLOWING BMPs FROM THE "CALIFORNIA STORM WATER BMP CONSTRUCTION HANDBOOK" - NOVEMBER 2009, OR LATEST EDITION, OR EQUAL, MUST BE IMPLEMENTED FOR ALL CONSTRUCTION ACTIVITIES AS APPLICABLE. ADDITIONAL MEASURES MAY BE REQUIRED IF DEEMED APPROPRIATE BY CITY INSPECTORS. ONLY INCLUDE BMPs REFERENCED PROJECT ON THE SITE MAP.

EROSION CONTROL

- EC1 - SCHEDULING
- EC2 - PRESERVATION OF EXISTING VEGETATION
- EC3 - HYDRAULIC MULCH
- EC4 - HYDROSEEDING
- EC6 - STRAW MULCH

TEMPORARY SEDIMENT CONTROL

- SE5 - FIBER ROLLS
- SET - STREET SHEEPING AND VACUUMING
- SE10 - STORM DRAIN INLET PROTECTION

WIND EROSION CONTROL

- WE1 - WIND EROSION CONTROL

EQUIPMENT TRACKING CONTROL

- TC1 - STABILIZED CONSTRUCTION ENTRANCE EXIT

1 05/16/2024 BILL TRAVARNO REVISIONS PER CITY FIRE DEPT. LIMIT PSH
2 07/11/2024 RECORD DRAWINGS

REVISIONS

NO. DATE

BY APPD

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**WETLANDS EDGE COURT
CONSTRUCTION NOTES
AMERICAN CANYON
CALIFORNIA**



DATE: SEPT. 11, 2024

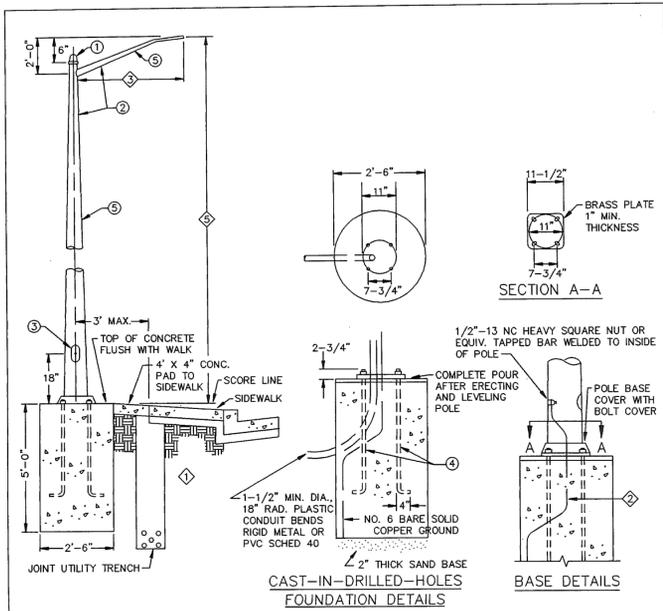
DRAWN: LMM

DESIGNED: NAW

CHECKED: PSH

JOB NO. 414037.0

SHEET NO. **C1.1**
2 OF 8 SHEETS

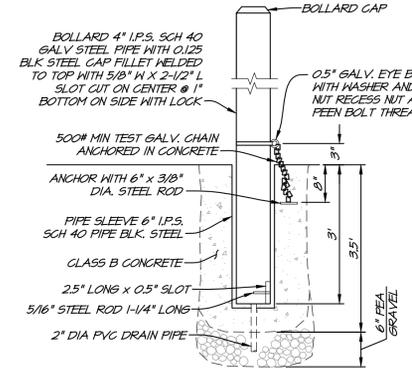
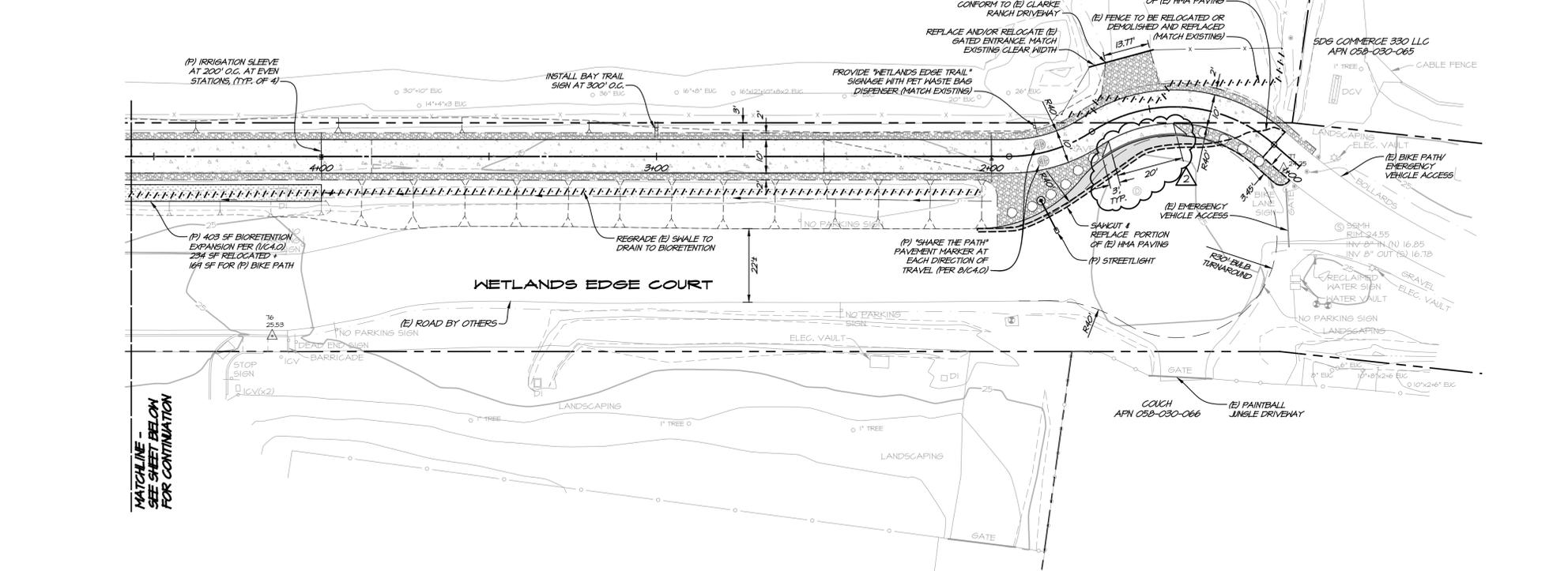


- SPECIFICATIONS**
- CAP: STEEL WITH SET SCREWS
 - POLE AND ARM: 11 GAUGE STEEL WITH A YIELD STRENGTH OF 33,000 PSI MINIMUM. THE POLE AND ARM SHALL BE CYLINDRICAL WITH A TAPER OF ABOUT 0.14 INCH PER FOOT. ARM O.D. AT SMALL END TO BE 2.37 INCHES. "OVALIZE" LARGE END TO ABOUT 2.5 INCHES IN THE HORIZONTAL DIMENSION.
 - HANDHOLE: 4" X 6-1/2" WITH A WELDED REINFORCING FRAME. FURNISH A COVER AND MOUNTING HARDWARE.
 - ANCHOR BOLTS: 4 EACH 1" X 3/8" X 4" WITH 6 INCH MINIMUM THREAD LENGTH. FURNISH 2 HEX NUTS AND 2 ROUND WASHERS WITH EACH BOLT.
 - FINISH: GALVANIZE ALL PARTS AFTER ALL CUTTING AND WELDING. POLE AND ARM PER ASTM 123. REMOVABLE PARTS PER ASTM 153.

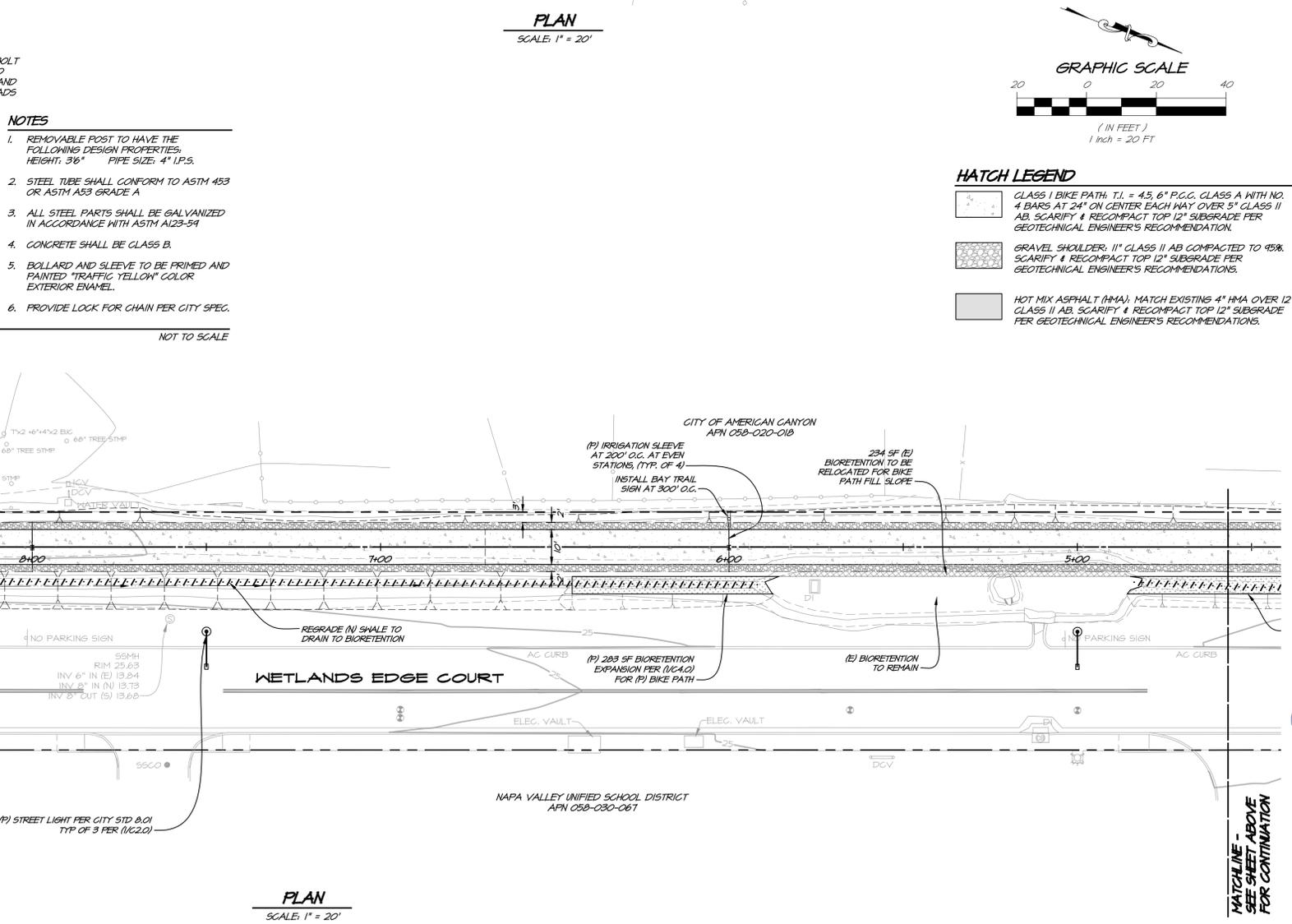
- GENERAL NOTES**
- WHEN SETTING POLES IN WIDE SIDEWALKS (GREATER THAN 6' WIDE), SET C OF POLE 2'-0" FROM FACE OF CURB.
 - WHEN SETTING POLES PROVIDE A DRAINAGE HOLE UNDER THE STEEL PLATE TO THE CENTER OF THE POLE. FORM HOLE BEFORE CONCRETE SETS USING A PIECE OF WELDING ROD OR EQUIVALENT.
 - 8-FOOT MAST ARMS FOR RESIDENTIAL STREETS, 10-FOOT MAST ARMS FOR MAJOR COMMERCIAL STREETS.
 - INSTALL A NO. 3-1/2 PULLBOX PER CAL-TRANS STANDARD EVERY 200 FEET AND AT EVERY POLE LOCATION.
 - MOUNTING HEIGHT FOR RESIDENTIAL OR CUL-DE-SAC SHALL BE 28' ALL OTHERS SHALL BE 32.5'. Standard Drawing No. 8.01 - Hand holes shall be located on the down stream side of the pole in relation to traffic-flow.

CITY OF AMERICAN CANYON	
STANDARD STREET LIGHT POLE	
DATE: 5/11/95	SCALE: NONE
STANDARD DWG. # 8.01	

1 CITY STANDARDS STREET LIGHT DETAIL
NOT TO SCALE



2 REMOVABLE BOLLARD
REV 5/0000-21 NOT TO SCALE



PLAN SCALE: 1" = 20'

1	05/16/2024	BILL TRIVANDRAN REVISING PER CITY FIRE DEPT. LMM/PSW	BY	APPD
2	07/11/2024	RECORD DRAWINGS	REVISIONS	
			DATE	
			NO.	

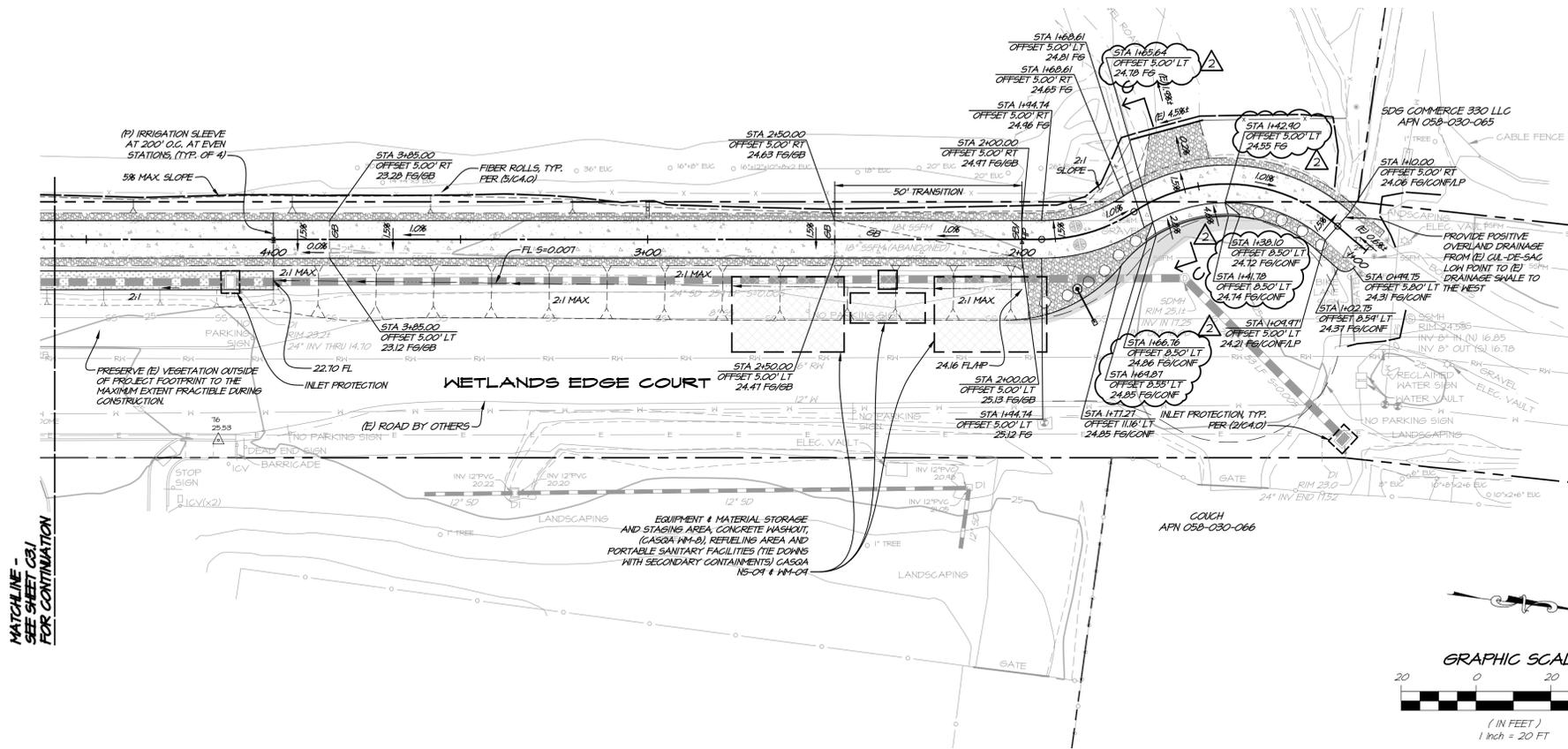
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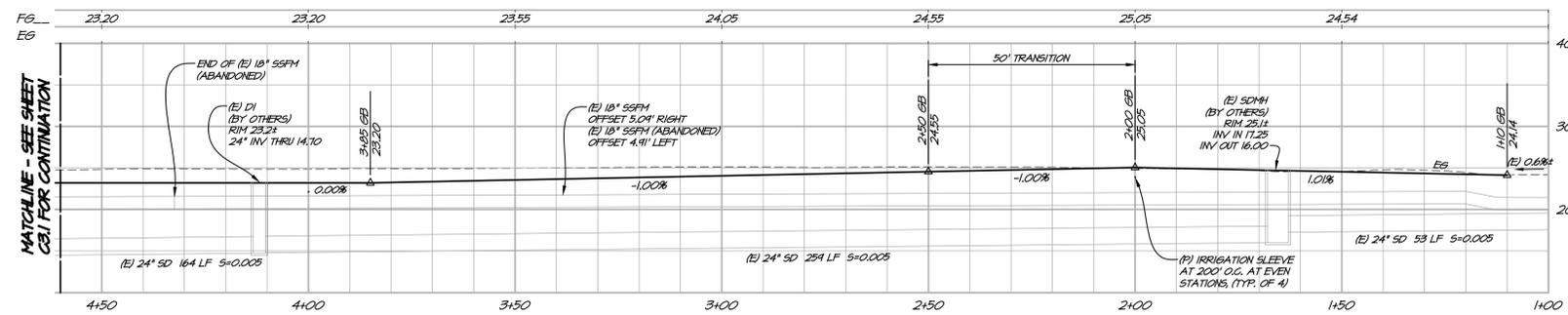
**WETLANDS EDGE COURT
BIKE PATH LAYOUT PLAN**
CALIFORNIA
AMERICAN CANYON



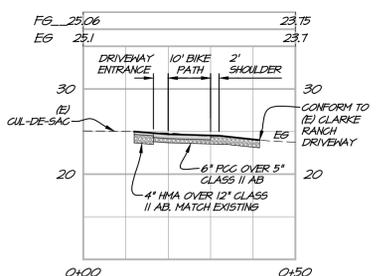
DATE	SEPT. 11, 2024
DRAWN	LMM
DESIGNED	NAW
CHECKED	PSW
JOB NO.	41102510
SHEET NO.	C2.0
	3 OF 8 SHEETS



PLAN
SCALE: 1" = 20'



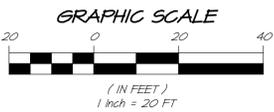
PROFILE
HORIZ. SCALE: 1" = 20'
VERT. SCALE: 1" = 10'



SECTION C-C
HORIZ. SCALE: 1" = 20'
VERT. SCALE: 1" = 10'

MATCHLINE - SEE SHEET C31 FOR CONTINUATION

MATCHLINE - SEE SHEET C31 FOR CONTINUATION



1	05/16/2024	BULE TRIMMING REVISIONS PER CITY FIRE DEPT. LMM/PSN	NO.	DATE	REVISIONS	BY	APPD
2	07/11/2024	RECORD DRAWINGS					

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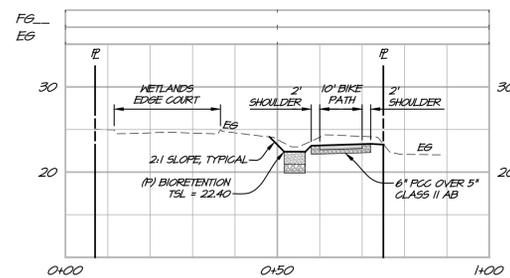
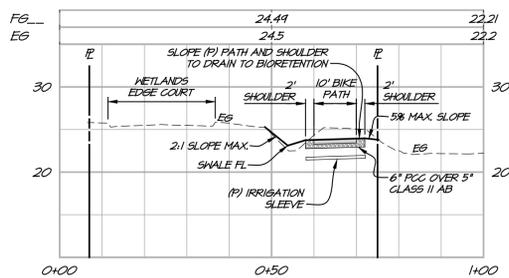
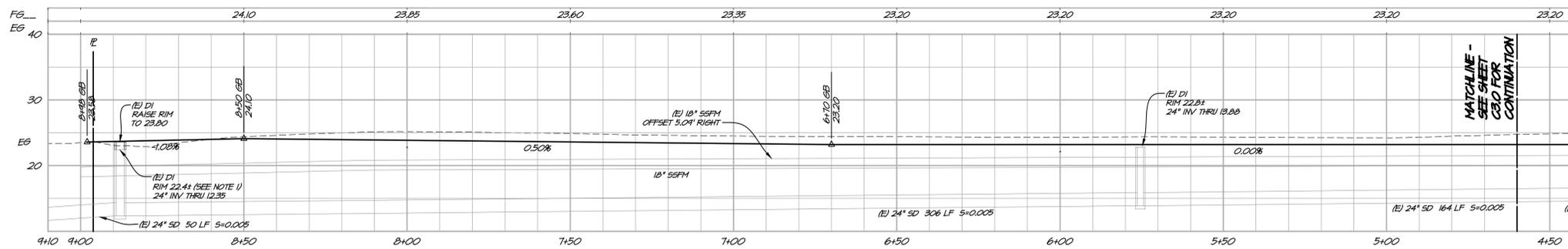
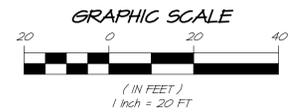
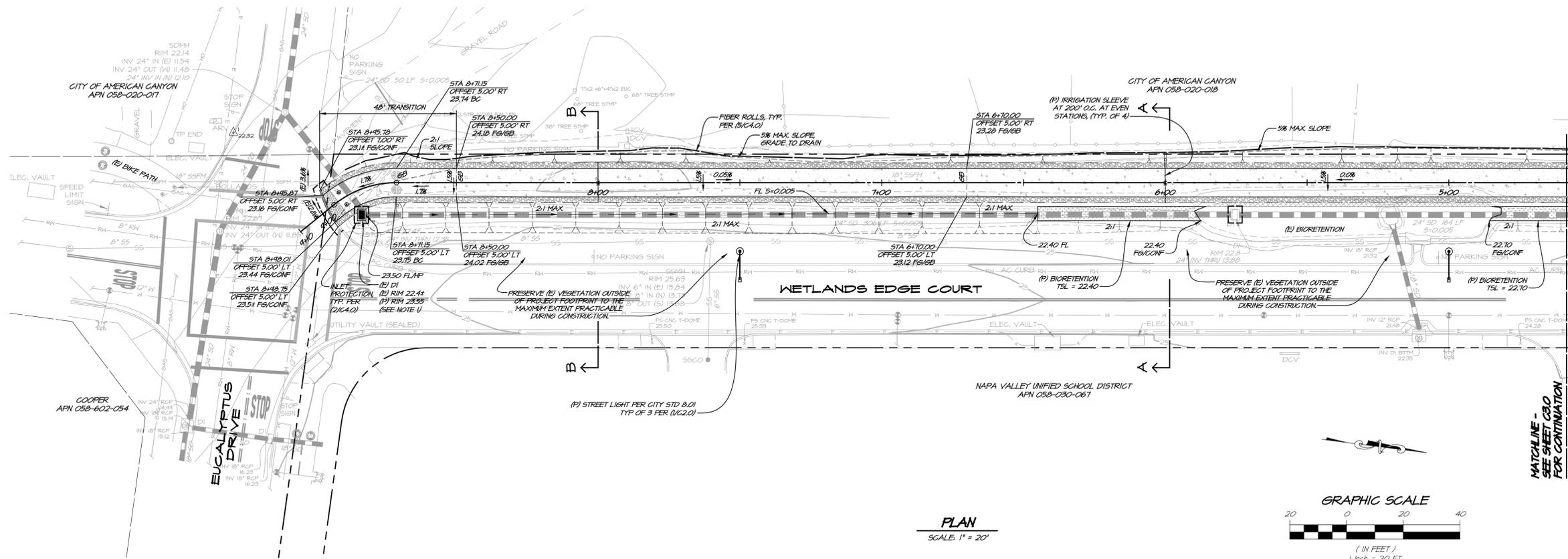
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WETLANDS EDGE COURT
BIKE PATH PLAN & PROFILE
AMERICAN CANYON
CALIFORNIA



DATE	SEPT. 11, 2024
DRAWN	LMM
DESIGNED	NAW
CHECKED	PSN
JOB NO.	411037.0

SHEET NO.
C3.0
4 OF 8 SHEETS



NOTE:
1. CONTRACTOR TO VERIFY EXISTING RIM ELEVATION PRIOR TO ORDERING EXTENSION. FINAL RIM ELEVATION SHALL BE PER PLAN.

1	05/16/2024	BLEB TRIMMING REVISIONS PER CITY FIRE DEPT. LMM/PSN	DATE	NO.	REVISIONS	BY	APPD
2	07/11/2024	RECORD DRAWINGS					

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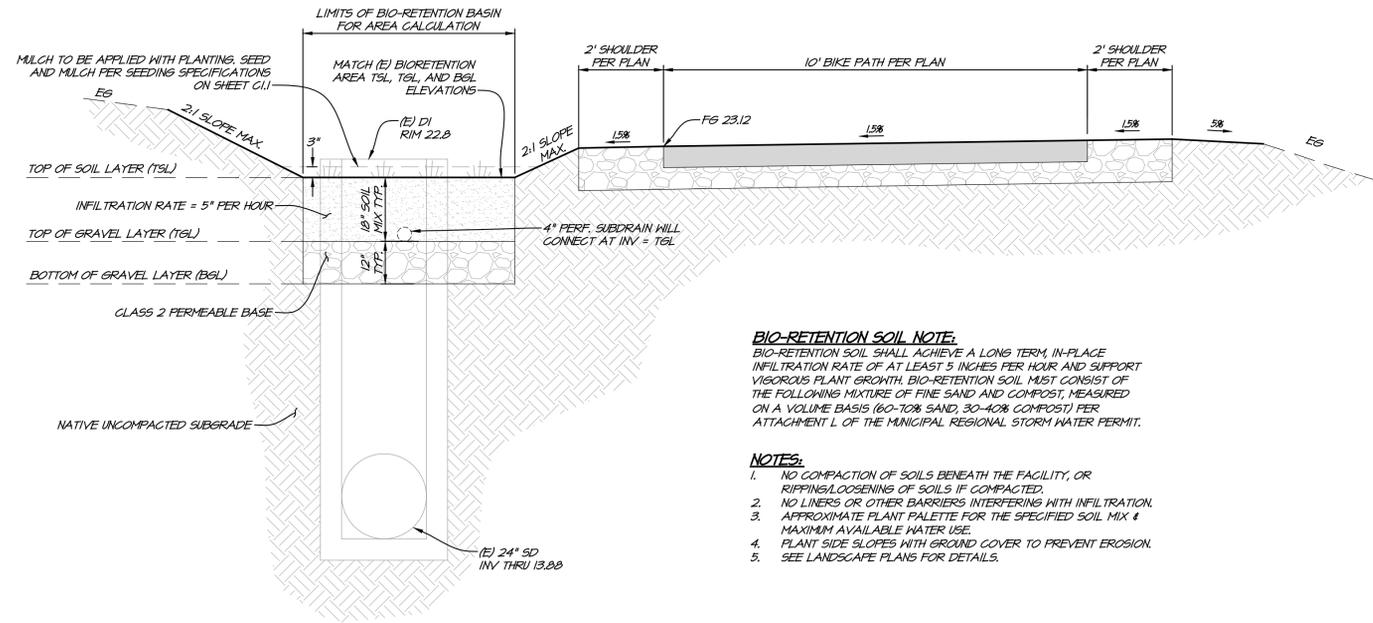
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**WETLANDS EDGE COURT
BIKE PATH PLAN & PROFILE**
AMERICAN CANYON
CALIFORNIA



DATE	SEPT. 11, 2024
DRAWN	LMM
DESIGNED	NAW
CHECKED	PSN
JOB NO.	411037.0

SHEET NO.
C3.1
5 OF 8 SHEETS

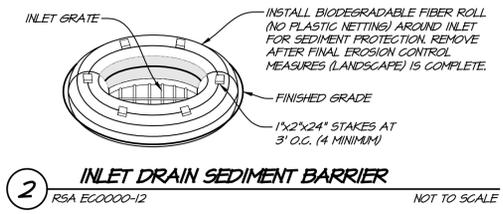


BIO-RETENTION SOIL NOTE.
 BIO-RETENTION SOIL SHALL ACHIEVE A LONG TERM, IN-PLACE INFILTRATION RATE OF AT LEAST 5 INCHES PER HOUR AND SUPPORT VIGOROUS PLANT GROWTH. BIO-RETENTION SOIL MUST CONSIST OF THE FOLLOWING MIXTURE OF FINE SAND AND COMPOST, MEASURED ON A VOLUME BASIS (60-70% SAND, 30-40% COMPOST) PER ATTACHMENT L OF THE MUNICIPAL REGIONAL STORM WATER PERMIT.

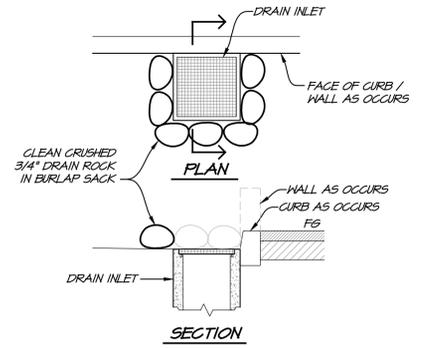
NOTES:

- NO COMPACTION OF SOILS BENEATH THE FACILITY, OR RIPPING/LOOSENING OF SOILS IF COMPACTED.
- NO LINERS OR OTHER BARRIERS INTERFERING WITH INFILTRATION.
- APPROXIMATE PLANT PALETTE FOR THE SPECIFIED SOIL MIX & MAXIMUM AVAILABLE WATER USE.
- PLANT SIDE SLOPES WITH GROUND COVER TO PREVENT EROSION.
- SEE LANDSCAPE PLANS FOR DETAILS.

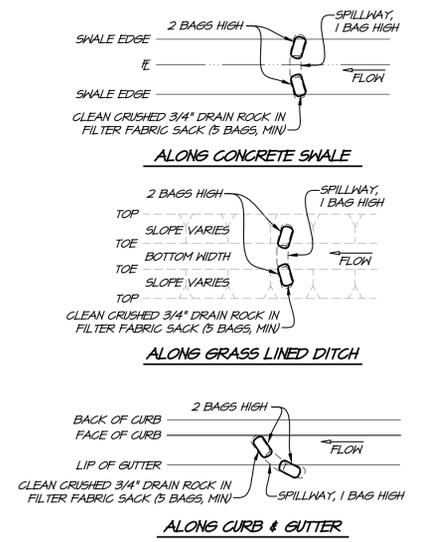
1 **BIO-RETENTION DETAIL**
 SCALE: 1" = 2'



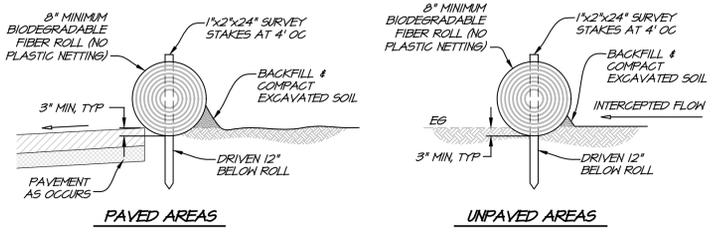
2 **INLET DRAIN SEDIMENT BARRIER**
 RSA EC0000-12 NOT TO SCALE



3 **DRAIN INLET GRAVEL BAG SEDIMENT BARRIER**
 PER CASQA BMP SE-10 NOT TO SCALE



4 **GRAVEL BAG CHECK DAM**
 PER CASQA BMP SE-4 NOT TO SCALE



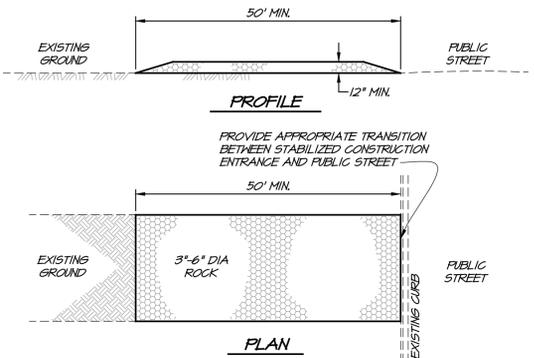
GENERAL NOTES

- ALL FIBER ROLLS SHALL BE BIODEGRADABLE (NO PLASTIC NETTINGS).
- PLACE FIBER ROLLS INTO THE KEY TRENCH AND STAKE ON BOTH SIDES OF THE ROLL WITHIN 2 FEET OF EACH END AND THEN 4 FEET WITH 1" x 2" STAKES OR AS SUGGESTED BY MANUFACTURER.
- LOCATE FIBER ROLLS ON LEVEL CONTOURS SPACED AS FOLLOWS:
 - SLOPE INCLINATION OF 4:1 (H:V) OR LESS: FIBER ROLLS SHOULD BE PLACED AT A MAXIMUM INTERVAL OF 20'.
 - SLOPE INCLINATION BETWEEN 4:1 AND 2:1 (H:V): FIBER ROLLS SHOULD BE PLACED AT A MAXIMUM INTERVAL OF 15 FT.
 - SLOPE INCLINATION 2:1 (H:V) OR GREATER: FIBER ROLLS SHOULD BE PLACED AT A MAXIMUM INTERVAL OF 10 FT.
- TURN THE ENDS OF THE FIBER ROLL UP SLOPE TO PREVENT RUNOFF FROM GOING AROUND THE ROLL.
- IF MORE THAN ONE FIBER ROLL IS PLACED IN A ROW THE ROLLS SHALL BE OVER LAPPED, NOT ABUTTED.
- FIBER ROLLS SHALL BE REMOVED AFTER COMPLETION OF PROJECT.

PAVED INSTALLATION NOTES

- INSTALL FIBER ROLL AT BACK OF SIDEWALK OR BACK OF CURB ONCE PADS ARE CONSTRUCTED.
- MAINTAIN FIBER ROLL AT BACK OF CURB FOR SEPARATED SIDEWALK.

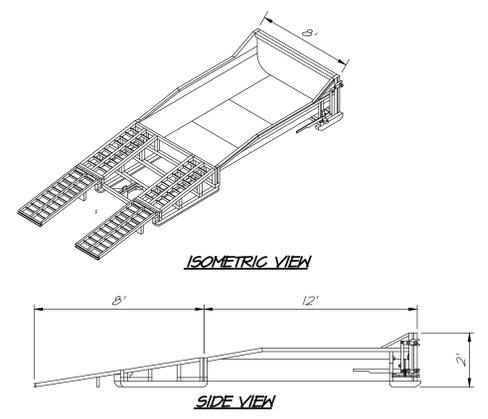
5 **FIBER ROLL SEDIMENT BARRIER**
 PER CASQA BMP SE-5 NOT TO SCALE



DESIGN AND CONSTRUCTION SPECIFICATIONS

- THE MATERIAL FOR CONSTRUCTION OF THE PAD SHALL BE 3 TO 6 INCH STONE. THE THICKNESS OF THE PAD SHALL NOT BE LESS THAN 12 INCHES.
- THE WIDTH OF THE PAD SHALL NOT BE LESS THAN THE FULL WIDTH OF ALL POINTS OF INGRESS OR EGRESS.
- THE LENGTH OF THE PAD SHALL BE AS REQUIRED, BUT NOT LESS THAN 50 FEET. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION THAT WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO PUBLIC RIGHTS-OF-WAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE AS CONDITIONS DEMAND, AND REPAIR AND/OR CLEANOUT OF ANY MEASURES USED TO TRAP SEDIMENT. ALL SEDIMENT SPILLED, DROPPED, WASHED, OR TRACKED ONTO PUBLIC RIGHTS-OF-WAY SHALL BE REMOVED IMMEDIATELY.
- WHEN NECESSARY, WHEELS SHALL BE CLEANED TO REMOVE SEDIMENT PRIOR TO ENTRANCE ONTO PUBLIC RIGHTS-OF-WAY. WHEN WASHING IS REQUIRED, IT SHALL BE DONE ON AN AREA STABILIZED WITH CRUSHED STONE THAT DRAINS INTO AN APPROVED SEDIMENT TRAP OR SEDIMENT BASIN. ALL SEDIMENT SHALL BE PREVENTED FROM ENTERING ANY STORM DRAIN, DITCH OR WATERCOURSE THROUGH USE OF SAND BAGS, GRAVEL, BOARDS OR OTHER APPROVED METHODS.

6 **STABILIZED CONSTRUCTION ENTRANCE**
 PER CASQA BMP TC-1 NOT TO SCALE



NOTE:

- TYPICAL CONCRETE WASHOUT BOX OR EQUIVALENT APPROVED METHOD SHALL BE USED FOR CONCRETE EQUIPMENT WASHOUT.
- CONTACT AMERICAN CONCRETE WASHOUTS (416-440-0842) FOR RENTAL AND SIZE INFORMATION.

7 **CONCRETE WASHOUT DETAIL**
 NOT TO SCALE

ENNIS-FLINT

115 Todd Court
 Thomasville, NC 27360
 phone: (336) 475-6600
 fax: (336) 475-7900
 www.ennisflint.com

DESCRIPTION:
36" DIA "SHARE THE PATH" SIGN WITH SYMBOLS

DESIGNER: AJP
 DATE: 1/4/13

PACK ASSEMBLY INSERT

8 **SHARE THE PATH SIGN**
 NOT TO SCALE

WETLANDS EDGE COURT
 AMERICAN CANYON
 CALIFORNIA

REVISIONS

NO.	DATE	REVISIONS
1	05/16/2024	BLEB FORWARD REVISIONS PER CITY FIRE DEPT. LMM/PSN
2	07/11/2024	RECORD DRAWINGS

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C4.0
 6 OF 8 SHEETS



TITLE

OpenGov Agreement for Computerized Maintenance Management System (CMMS)

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to enter into an agreement with OpenGov for CMMS Software Solution.

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director

Norman Woods, Assistant Public Works Director - Utilities and Environmental Services

Juan Gomez, Interim Assistant City Manager

BACKGROUND & ANALYSIS

Historically City staff has relied on a decentralized process of asset management. Each division having its own software or no software to assist with asset management, inventory control and maintenance scheduling. The City currently seeks to modernize asset management and centralize the process. Staff did exhaustive research into many options, including software demonstrations and vendor interviews; and concluded that the OpenGov CMMS module would be the best fit. Not only does the City already have the OpenGov Software platform in use for Financial and Procurement functions, it is also currently implementing the permitting module. The OpenGov CMMS system offers a comprehensive, cloud-based solution that integrates asset management, financial planning, procurement, and community services, providing a unified platform for city operations.

As the City continues to grow and add assets it will be imperative to maintain and track assets through all Divisions. The CMMS system will allow staff to use technology in the field to collect data, respond to internal work orders, and scheduled preventive maintenance. The reporting, tracking and evaluation functions of the software will assist with future budgeting and reduce the need for static inventory on hand. The audit functions will highlight over time various data points to assist with forecasting staffing needs and budgeting of materials and supplies. The CMMS software solution will provide the City with enhanced ability and oversight with our asset management and operational efficiency.

Additionally, with the initial implementation of the CMMS software, the OpenGov modules will be

decentralized, without a central administrator to troubleshoot, train onboarding staff, install new domains, consistently communicate with OpenGov service members to optimize the software, and maintain the OpenGov software upgrades by the various department users. City of American Canyon employees who manage assets, add/subtract inventory and track workflows, will not be regulated by a job specification or assigned CMMS administrator. Currently the City of American Canyon does not have an existing position for these oversight CMMS duties. Ultimately to maximize the OpenGov software an administrator position may be needed.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Funding for the first-year license and implementation is already included in the FY2024/25 budget from Streets and Roads 100-50-520-42150, Storm Drain 100-50-525-42150, Parks Maintenance 100-50-540-42150, Water Treatment 510-50-560-42150, Water Distribution 510-50-565-42150, Wastewater Treatment 540-50-570-42150 Wastewater Collections 540-50-575-42150, Recycle Water 580-50-590-42150 and Building Maintenance 651-50-535-42150. Future year's funding will be included in subsequent budget proposals.

The procurement of OpenGov CMMS represents an investment in operational efficiency and improved service delivery. The implementation cost is \$91,000 for FY24/25, this includes an estimate for travel and training at \$3,000. The FY25/26 cost is \$84,964 and the FY26/27 cost is \$89,212. If the City chooses to continue after the 3-year agreement, ongoing expense per Fiscal Year will be the previous year, plus 5% with anticipated long-term savings resulting from reduced manual effort, improved asset lifecycle management, and enhanced financial oversight.

ENVIRONMENTAL REVIEW

15378(b) - The action is not a "Project" subject to the California Environmental Quality Act ("CEQA") because it does not qualify as a "Project" under Public Resources Code Sections 21065 and 21080 and in Section 15378(b) of Title 14 of the California Code of Regulations.

ATTACHMENTS:

- [1. Resolution - OpenGov CMMS](#)
- [2. CMMS PowerPoint](#)
- [3. Statement of Work, Quote](#)

RESOLUTION NO. 2025-

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH OPENGOV FOR CMMS SOFTWARE SOLUTION

WHEREAS, the City Staff has historically relied on a decentralized process and no software for asset management, inventory control, operational efficiency, and workflow tracking; and

WHEREAS, the City seeks to modernize the asset management process and implement a centralized Computerized Material Management System (CMMS) software solution; and

WHEREAS, contracting with OpenGov for its CMMS software solution will allow for an efficient process for asset management and inventory control, managing workflows and enterprise systems in a centralized location, and manage community services; and

WHEREAS, Exhibit A, attached hereto and made a part thereof, contains the three-year agreement; and

WHEREAS, FY24/25 has sufficient budget for implementation in the amount of \$91,000.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby authorizes the City Manager to enter into a three-year agreement with OpenGov for CMMS software solution for a total not to exceed amount of \$264,000; and

BE IT FURTHER RESOLVED, that ongoing annual software services fees of \$84,964 for FY25/26 and \$89,212 for FY26/27 will be included in each divisions software budgets (42150).

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the ___ day of ___, 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney

Powering More Effective and Accountable Government

OpenGov/Cartegraph Cloud

City of American Canyon



Asset Management

Maturity Model
Where does your org fall?

01

Initial

Work orders are paper based and handled manually

No central repository of assets

Maintenance is reactive

Decisions often rely on experience over data

02

Managed

More systematic and proactive approach to asset maintenance

Asset data is centralized

Assets are inventoried and tracked

Automated notifications for inspections are in one place

03

Defined

Processes are documented

Aligned with the organization's strategic initiatives and goals

Optimizing asset performance while minimizing costs

Decisions based on data analysis and risk assessments

04

Strategically Managed

Highly quantitative and data-driven approach

Optimizing asset performance while reducing risks

Metrics used for decision making

Accountability and transparency to residents and staff

05

Optimized

Fully integrated with other organizational functions, including finance and procurement

Focus on innovation and continuous improvement

Deep understanding of asset lifecycle costs and risk

Strong commitment to sustainability and resilience

Current State

- Reliant upon paper, pen, spreadsheet
- No central place for work orders or asset info
- Limited visibility into work and assets
- Work is reactive

Future State

- All electronic
- Easy collaboration w/ other departments
- Leverage City resources
- Tracking time and material
- Eliminate duplicate data entry



Negative Consequences

- Unable to justify needs
- Work takes longer - inefficiencies
- Limited accountability
- Increased risk of failure or accident

Positive Outcomes

- Better decision making (data driven)
- Justify necessary resources (get more)
- Save time
- Reduce costs
- Leverage institutional knowledge

Required Capabilities

- Centralized asset details
- Work on mobile devices (including phones)
- Track all assets and resources (i.e. equipment)
- Connect to GIS

- Data driven budget projections
- Simple (and powerful) reporting & analytics
- Preventative maintenance tracking



About OpenGov



OpenGov Cloud



BUDGETING & PLANNING

Operating Budget
Capital Planning
Workforce Planning
Online Budget Book



PROCUREMENT

Solicitation Development
Supplier Engagement
Evaluations & Awards
Contract Management



FINANCIALS

Core Financials
Payroll & HR
Utility Billing



ASSET MANAGEMENT

Asset Inventory
Work Orders
Resource Management
Infrastructure Planning



PERMITTING & LICENSING

Forms & Workflows
Public Portal
Inspections
Online Payments



REPORTING & TRANSPARENCY

Dashboards | Performance
Public Engagement

The Modern Partner for Government



Operate Efficiently

Increase collaboration and deliver on your goals faster by modernizing your software and processes



Adapt to Change

Stay agile with scalable tools and processes that drive success in an ever-changing environment



Strengthen Public Trust

Meet your constituents' expectations with better service and transparent stewardship of their tax dollars

Trusted By Over
1,800 Governments

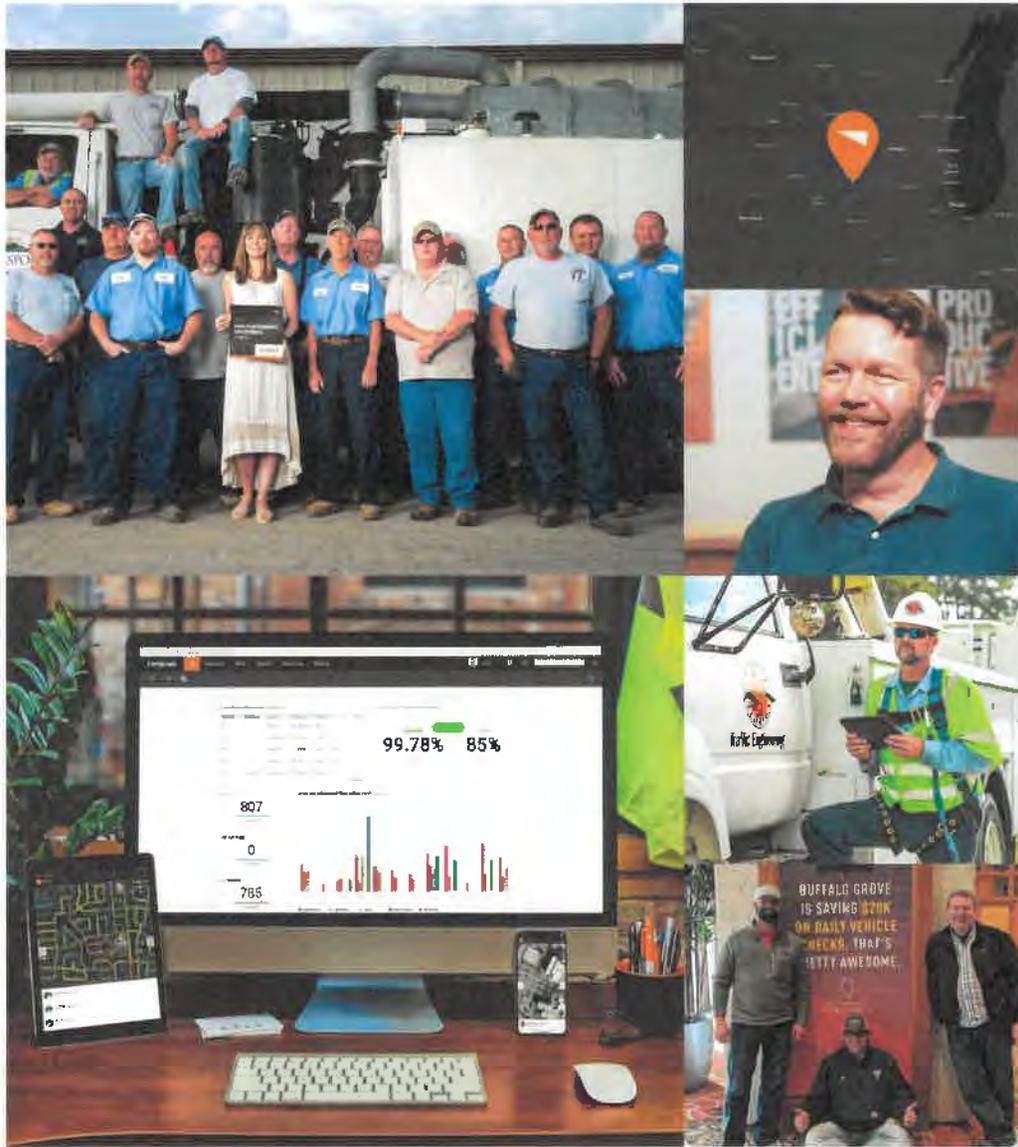
Arcata
Burlingame
Clovis
Foster City
Lakeport
Los Banos
Los Gatos
Menlo Park
Redding
San Joaquin
San Jose
San Mateo
San Pablo
Scotts Valley
Sebastopol
Truckee
Walnut Creek
Yreka

About Cartegraph...

98%

Retention Rate

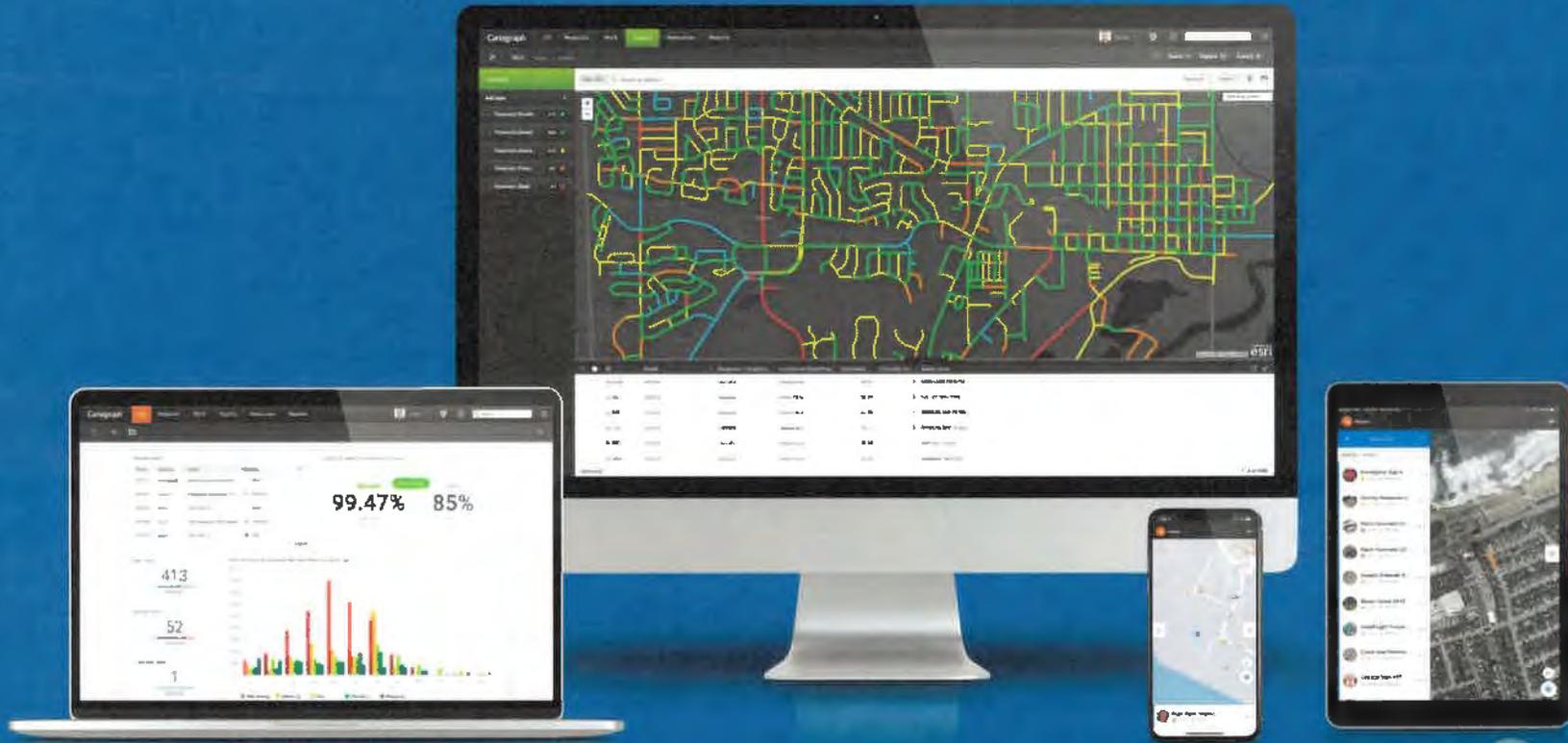
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About Cartegraph Asset Management



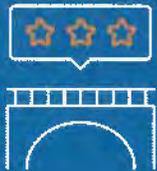
Cartegraph Asset Management



 OPENGOV

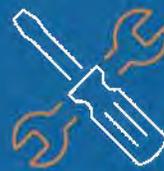
Asset Management

Manage Every Asset



ASSETS

- Asset Inventory
- GIS Integration
- Condition Manager
- Asset Inspections
- Asset Risk
- Container-Component Rollup
- Total Cost of Ownership



WORK

- Task Tracking
- Paperless Work Orders
- Crew Assignments
- Task Calendar
- Preventive Maintenance Plans
- Planned Work
- Mobile App



RESOURCES

- Labor Tracking and Costs
- Equipment Management
- Material Inventory
- Contractor Management
- Vendor Costing
- Resource Estimates
- Material Planning

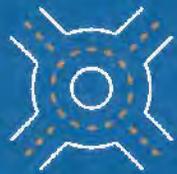


INFRASTRUCTURE PLANNING

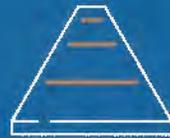
- Scenario Builder
- Budget Planning
- Advanced Reports
- FEMA Reports
- Report Designer
- ArcGIS Dashboard Integration

Asset Management Domains

Manage Every Asset



Transportation



Walkability



Signals



Parks & Recreation



Facilities



Stormwater



Water Distribution



Water Treatment



Wastewater Treatment



Wastewater Collection

About OpenGov Professional Services



OpenGov Customer Engagement Model

Responsive Partnership - Throughout your Journey



Professional Services

Best-practice implementations from experienced partners



Award-Winning Support

Responsive support personnel with 180+ years of combined government and support experience



Customer Success

Ensuring your long-term success with OpenGov



OpenGov University

On-demand onboarding and continuous learning

Customer Success

Your Advocate within OpenGov



Point of Contact

We schedule regular communications to build a strong partnership



Product Updates

Workshops, webinars, user groups, and 1:1 support all available to ensure your success



Long-Term Success

Best practices and training resources to help drive adoption and value



Expand Your Capabilities

Connect you to the services and products to increase your impact and effectiveness

Professional Services

Structured Approach for Success



Focus on Short-term and Long-term goals, not just replicating processes



Validate understanding and process across government teams

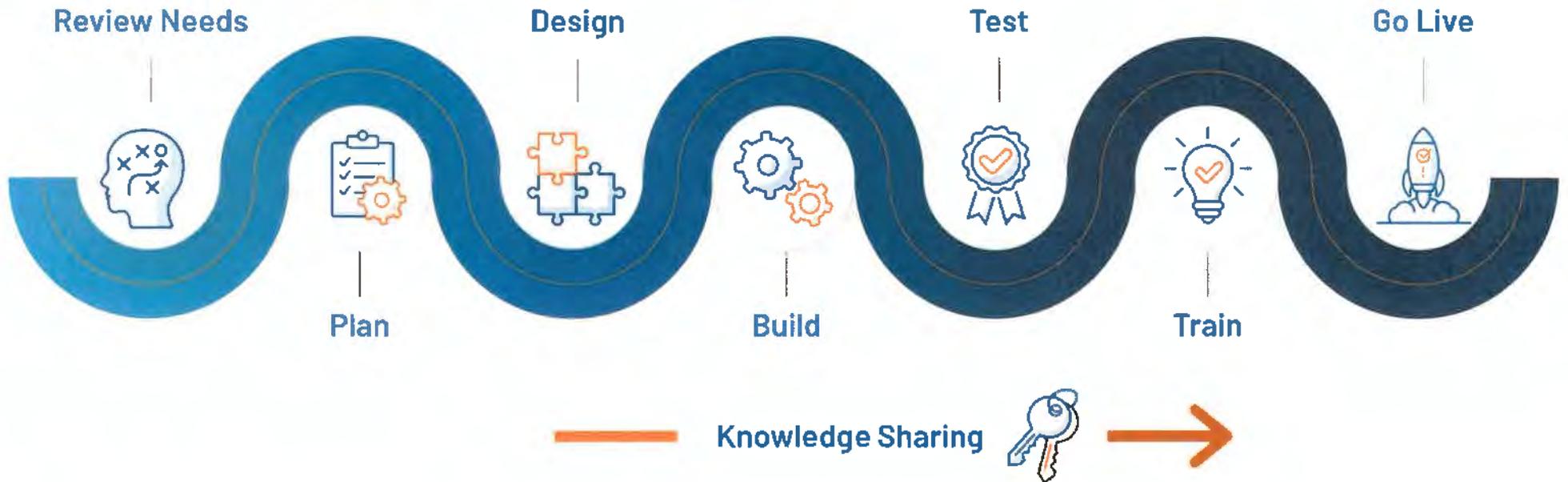


Balance change management with culture, goals and vision



Expediting time-to-value by tailoring to your unique needs

Professional Services Deployment



Cartegraph Investment Information



Investment Summary - Five Domain Option

Cartegraph Asset Mgmt	Months	Standard Subscription	Discount	Proposed Subscription	Services	Total Investment
Year 1: Jan 1, '25-Dec 31, '25	6	\$50,600	26.65%	\$37,115	\$51,480	\$88,682
Year 2: Jan 1, '26-Dec 31, '26	12	\$101,200	26.65%	\$74,422	\$0	\$74,422
Year 3: Jan 1, '27-Dec 31, '27	12	\$106,260	26.65%	\$78,145	\$0	\$78,145

Begins 2/8/2025. Standard Terms: NET30, Billed Annually - In Advance

Proposal Includes:

- Asset Management Solutions: Asset mgmt, work mgmt, request tracking, preventative maintenance
- Domains: Facilities, Parks, Water Treatment, Wastewater Treatment, Water Distribution
- Implementation: Three-days onsite training
- Unlimited users and support
- Dedicated Customer Success Manager with 24/7
- Excludes Orange Advantage (OA in year 1 = \$13,900 and year 2 = \$14,595)

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Statement of Work

City of American Canyon, CA

Creation Date: 11/26/2024
SoW Expiration Date: 2/26/2025
Document Number: PS-07483.1
Created by: Josh Volpert

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OpenGov Statement of Work

This Statement of Work (“SOW”) identifies services that OpenGov will perform for City of American Canyon, CA (“Customer”) pursuant to the order for OpenGov Professional Services. This SOW may not be modified or amended except in a written agreement signed by a duly authorized representative of each party. The OpenGov Responsibilities section of this document can be found in [Exhibit 1: Implementation Activities](#). Any additional services or support not detailed in Exhibit 1 will be considered out of scope.

1. Project Scope

Under this project, OpenGov will deliver cloud based solutions (detailed list in [“Exhibit 1”](#)). OpenGov’s estimated charges and schedule are based on performance of the activities listed in the [“OpenGov Responsibilities”](#) section below. Deviations that arise during the project will be managed through the procedure described in [Section 14](#).

2. Adjustments to the Project Scope, Estimated Schedule, Charges and other Terms

Adjustments to the deliverables in [Exhibit 1](#) may include charges on a time-and-materials or fixed-fee basis using OpenGov’s standard rates.

3. Project Delivery

3.1. OpenGov will perform the work under this SOW remotely unless explicitly identified below.

3.1.1. OpenGov will provide one (1) onsite trips for project-related activity which OpenGov determines would be best performed at the Customer’s facility. Customer’s facility must contain a conference room to accommodate the number of attendees, non-public wifi connection, and AV equipment for projecting OpenGov software on a screen visible to all participants.

3.1.2. The Customer is responsible for paying travel expenses as incurred on a quarterly basis. It is estimated that the travel expenses will not exceed \$xxxx. Written approval is required for any expenses above the estimate.

3.2. OpenGov will use personnel and resources located across the United States, and may also include OpenGov-trained implementation partners to support the delivery of services.

4. Project Understanding

4.1. Deviations that arise during the proposed project will be managed through the Change Order Process (as defined in [Section 14](#)), and may result in adjustments to the Project Scope, Estimated Schedule, Charges, and/or other terms.

4.2. The OpenGov Suites are not customized beyond current capacities based on the latest release of the software. Implementation of any custom modification or integration developed by OpenGov; Customer internal staff; or any third-party is not included in the scope of this project unless specifically listed in Exhibit 1.

4.3. Customer is responsible for providing appropriate time and resources to the project to meet deliverables as outlined in the project plan.

4.4. Data conversion services from other software system(s) or sources are not included in the scope of this project unless specifically listed in Exhibit 1.

5. OpenGov Responsibilities

5.1. OpenGov will provide project management for the OpenGov responsibilities in this SOW. This provides direction to OpenGov project personnel and a shared framework for project planning, communications, reporting, procedural and contractual activity.

5.2. OpenGov will review the Project Plan with Customer's Project Manager and key stakeholders to ensure alignment on agreed upon timelines.

5.3. OpenGov will maintain project communications through Customer's Project Manager.

5.4. OpenGov will establish documentation and procedural standards for deliverable materials.

5.5. OpenGov will assist Customer's Project Manager to prepare and maintain the Project Plan for the performance of this SOW which will include the activities, tasks, assignments, and project milestones identified in Exhibit 1.

6. Project Tracking and Reporting

6.1. OpenGov will review project tasks, schedules, and resources and make changes or additions, as appropriate. OpenGov will measure and evaluate progress against the Project Plan with Customer's Project Manager.

6.2. OpenGov will work with Customer's Project Manager to address and resolve deviations from the Project Plan.

6.3. OpenGov will conduct regularly scheduled project status meetings.

6.4. OpenGov will administer the Change Order Process with the Customer's Project Manager.

6.5. Deliverable Materials:

6.5.1. Weekly status reports

- 6.5.2. Project Plan
- 6.5.3. Project Charter, defining project plan and Go-live date
- 6.5.4. Risk, Action, Issues and Decisions Register (RAID)

6.6. Deliverable Sign-Off: OpenGov requests Sign-Offs at various deliverables during the implementation of the project. Once the Customer has signed-off on a deliverable, any additional changes requested by Customer on that deliverable will require a paid change order for additional hours for OpenGov to complete the requested changes.

7. Communication and Escalation Procedure

7.1. Active engagement throughout the implementation process is the foundation of a successful deployment. To help assess progress, address questions, and minimize risk during the course of deployment, both parties agree to the following:

- 7.1.1. Regular communication aligned to the agreed upon Project Plan and timing.

- 7.1.2. OpenGov expects our customers to raise questions or concerns as soon as they arise. OpenGov will do the same, in order to be able to address items when known.

7.2. Executive involvement

- 7.2.1. Executives may be called upon to clarify expectations and/or resolve confusion.

- 7.2.2. Executives may be needed to steer strategic items to maximize the value through the deployment.

7.3. Escalation Process

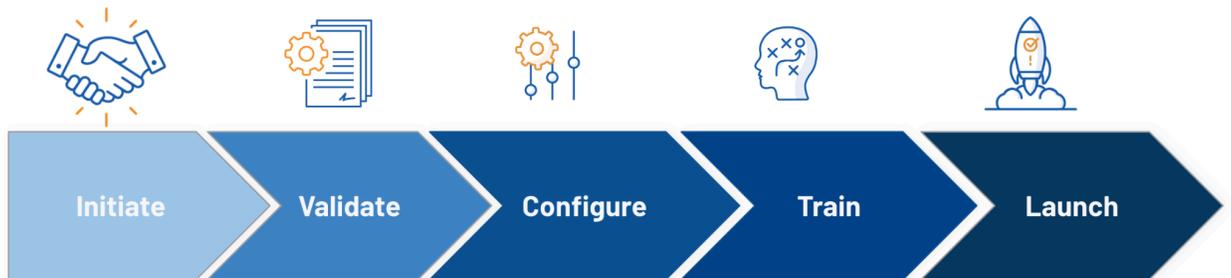
- 7.3.1. Identification of an issue impeding deployment progress or, outcome, that is not acceptable.

- 7.3.2. Customer or OpenGov Project Manager summarizes the problem statement and impasse.

- 7.3.3. Customer and OpenGov Project Managers jointly outline solution acceptance and OpenGov Project Manager will schedule an Executive Review Meeting, if necessary.

- 7.3.4. Resolution will be documented and signed off.

8. Opengov Implementation Methodology



Every OpenGov implementation will contain a structured methodology to properly plan and collaborate. The methodology consists of the following phases:

- Initiate
- Validate
- Configure
- Train
- Launch

8.1. Initiate

8.1.1. OpenGov will provide customer entity configuration.

8.1.2. OpenGov will provide system administrators creation.

8.1.3. This activity is complete when Customer has access to their site.

8.1.4. Customer will sign-off on product access to complete the Initiate Phase of the project.

8.2. Validate

8.2.1. OpenGov will create a Solution Blueprint.

8.2.2. OpenGov will confirm the Data Validation strategy.

8.2.3. This activity is complete when the Solution Blueprint is presented to Customer.

8.2.4. Customer will Sign-off on Initial Draft Solution Blueprint to complete the Validate Phase of the project.

8.3. Configure

8.3.1. OpenGov will configure the deliverables outlined in Exhibit 1.

8.3.2. This activity is complete when all deliverables in Exhibit 1 are configured.

8.3.3. Customer will provide Sign-off that all configuration deliverables have been completed and accepted. OpenGov will provide status and intermediate completion milestones as the project progresses to fully configured.

8.4. Train

- 8.4.1. Training will be provided in instructor-led virtual sessions unless otherwise specified in Exhibit 1.
- 8.4.2. OpenGov will provide Administrator training.
- 8.4.3. OpenGov will provide End User training (if listed in Exhibit 1).
- 8.4.4. Customer will Sign-off that training has been completed.

8.5. Launch

- 8.5.1. OpenGov will provide HyperAdopt support post Go-Live to ensure successful adoption.
- 8.5.2. Customer will Sign-off on the HyperAdopt phase of the project which will transition the project from active deployment to Customer Success.

9 . Customer Responsibilities

- 9.1. The completion of the proposed scope of work depends on the full commitment and participation of Customer's management and personnel. The Customer's Project Manager should have access to the appropriate Customer Subject Matter Expert personnel needed for the successful implementation of the project. The responsibilities listed in this section are in addition to the responsibilities specified in the Agreement and are to be provided at no charge to OpenGov. OpenGov's performance is predicated upon the following responsibilities being managed and fulfilled by Customer. Delays in performance of these responsibilities may result in a change order and/or delay of the completion of the project.
- 9.2. Provide the required data to OpenGov within five (5) days of the requests being made from the OpenGov Project Manager. The Customer will be responsible for any potential charges from third parties to access and provide the data.
- 9.3. Maintain the same format and access to data on an ongoing basis. Any changes to the underlying data or data source may require a change order or charge in the future.

10. Customer's Project Manager

- 10.1. Create, with OpenGov's assistance, the Project Charter for the performance of this SOW which will include the activities, tasks, assignments, milestones and estimates.
- 10.2. Manage Customer personnel and responsibilities for this project (for example: ensure personnel complete any self-paced training sessions, configuration, validation or user acceptance testing).
- 10.3. Identify and assign Subject Matter Experts (SME).
- 10.4. Serve as the communication liaison between OpenGov and Customer representatives participating in the project.
- 10.5. Participate in project status meetings.

- 10.6. Obtain and provide information, data, and decisions within ten (10) business days of OpenGov's request unless Customer and OpenGov agree in writing to a different response time.
- 10.7. Resolve deviations from the estimated schedule.
- 10.8. Help resolve project issues and escalate issues within Customer's organization, as necessary.
- 10.9. Administer the Change Order Process with the Project Manager, if applicable.

11. Acceptance Procedure

- 11.1. The completed items in Exhibit 1 will be submitted to the Customer's Project Manager.
- 11.2. Customer's Project Manager will have decision authority to approve/reject all Project Criteria, Phase Acceptance and Engagement Acceptance.
- 11.3. Within five (5) business days of receipt, the Customer's Project Manager will either accept the Deliverable Material or provide OpenGov's Project Manager a written list of requested revisions. If OpenGov receives no response from the Customer's Project Manager within five (5) business days, then the Deliverable Material will be deemed accepted. The process will repeat for the requested revisions until acceptance.
- 11.4. All acceptance milestones and associated review periods will be tracked on the Project Plan.
- 11.5 Both OpenGov and Customer recognize that failure to complete tasks and respond to open issues may have a negative impact on the Project.
- 11.6. For any tasks not yet complete, OpenGov and/or Customer will provide sufficient resources to expedite completion of tasks to prevent negatively impacting the Project.
- 11.7. Excluding delays caused by a force majeure event, if OpenGov in good faith reasonably determines that Customer's personnel or contractors are not completing Customer's responsibilities described in the applicable SOW timely or accurately, OpenGov may place the Professional Services on hold after providing a minimum of seven days written notice to Customer. If OpenGov places a Customer on hold, OpenGov will ensure that Customer is made aware of its obligations necessary for OpenGov to continue performing the Professional Services in the on hold notice. Upon placing a customer on hold, OpenGov may, without penalty, suspend Professional Services to the Customer and reallocate resources until the Customer has fulfilled its obligations. OpenGov shall bear no liability or otherwise be responsible for delays in the provision of the Professional Services occasioned by Customer's failure to complete Customer's responsibilities.

12. Estimated Schedule

12.1. OpenGov will schedule resources after the signature of the order form is received. Unless specifically noted, the OpenGov assigned Project Manager will work with Customer Project Manager to develop the Project Charter for all requested deliverables under this SOW. OpenGov reserves the right to adjust the schedule based on the availability of OpenGov resources and/or Customer resources, and the timeliness of deliverables provided by the Customer.

12.2. The Services are currently estimated to start within two (2) weeks but no later than four (4) weeks from signatures on Order Forms.

13. Illustrative Project Timelines

13.1. The typical project timelines are for illustrative purposes only and may not reflect Customer's use cases. The order of delivery of the suite(s) will be determined during the project planning activities in the Initiate Phase.

EAM

Phase 1	Deliverable	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8
Initiate	Project Preparation and Kick Off								
Validate	Requirements Gathering, Project Workbook								
Configure	Test conversion, Test integration, Start Up Data upload, GIS integrations								
Train	Train the Trainer, Advanced trainings, Weekly Q&A								
Launch	Go Live Readiness, Production Cut over, Go Live Support, Project Closure								

Customer is responsible for attending the kick off of each phase, providing any necessary data for each phase, participating in working sessions during active phases, and signing off on deliverables at the end of each phase.

14. Change Order Process

14.1. This SOW and related efforts are based on the information provided and gathered by OpenGov. Customer acknowledges that changes to the scope may require additional effort or time, resulting in additional cost. Any change to scope must be agreed to in writing, by both Customer and OpenGov, and documented as such via a Change Order. No verbal agreement will be binding on OpenGov or Customer.

14.2. A Change Order is defined as work that is added to or deleted from the original scope of this SOW. Depending on the magnitude of the change, it may or may not alter the original contract amount or completion date. Changes might include but are not limited to:

14.2.1. Timeline for completion

14.2.2. Sign off process

14.2.3. Cost of change and/or invoice timing

14.2.4. Amending the SOW to correct an error

14.2.5 Extension of work as the complexity identified exceeds what was expected by Customer or OpenGov

14.2.6. Change in type of OpenGov resources to support the SOW

14.3. The approval process for a Change Order is as follows:

14.3.1. Identification and documentation of a need for modification to the scope of the project as defined in the Statement of Work and any subsequent change orders.

14.3.2. A Change Order is created and Customer and OpenGov review. The Customer will then provide Sign-off..

14.3.3. Change Order is incorporated into the Statement of Work and implemented.

Exhibit 1: Implementation Activities

Enterprise Asset Management

Use Cases Build for Enterprise Asset Management:

- Parks and Rec
- Facilities
- Water Distribution
- Wastewater Treatment

Initiate

OpenGov will:

- Setup a hosted, sandbox and production OpenGov Asset Management environment.
- Provide an overview, up to two (2) hours, of OpenGov and ArcGIS Online user-based logins and User/Role functionality.
- Provide a template file to be utilized by Customer staff to populate Roles and Users to be utilized for OpenGov Asset Management.
- Utilize the template to create users and roles in OpenGov Asset Management. (Note: Subsequent User and/or Role changes will be Customer administrator's responsibility.)
- Provide documentation and guidance, up to four (4) hours, for Customer technical GIS staff to configure Esri Basemap Services for OpenGov Asset Management integration. Guidance will be geared towards OpenGov Asset Management/Esri integration functionality and requirements.
- Setup the OpenGov Asset Management Platform, including the Request, Work, Resource, and Asset Management areas of the software. *Asset Management solutions will be setup for all solutions referenced in the Assets section of the scope unless otherwise noted.*
- Implement identity provider initiated SSO for Microsoft ADFS, Microsoft Azure AD, or Okta.

OpenGov Assumptions:

- OpenGov assumes that the customer is responsible for performing quality control measures on its data in EAM.

Completion Criteria:

- Project kicked off with an initial project timeline delivered.

Validate

OpenGov will:

- Provide a remote, up to sixteen (16) hours, requirement gathering workshop to increase our understanding of Customer business and functional goals. Through workshops and interviews, OpenGov will identify best fit scenarios for OpenGov Asset Management and provide a brief including any challenges as well as recommendations for OpenGov Asset Management best practices relevant to Customer implementation.

Completion Criteria:

- Completion of requirements gathering workshop.

Configure

Configurations

OpenGov will:

- Provide configuration services, including:
 - Up to ten (10) custom fields and up to two (2) custom layouts per asset type listed in the Assets section below
 - Up to thirty (30) custom fields and up to ten (10) custom layouts to be utilized in any of the shared areas of the system, such as Tasks
 - Up to twenty (20) automations
 - Up to twenty (20) preventative maintenance plans

OpenGov Assumptions:

- Implementation of any custom modification developed by OpenGov; your internal staff; or any third-party is not included in the scope of this project unless specifically listed above.

Data Services

OpenGov will:

- Provide one sandbox and one production data load service through standard import/export functionality. OpenGov will provide template documents for data population. Once populated by Customer staff, OpenGov will load the data into Customer sandbox or production OpenGov Asset Management environment. Data loads may include data such as:
 - Parent level asset records
 - Asset location (spatial x/y) attributes
 - Parent level resource (Labor, Equipment Material, Vendor) records
 - Resource Rate (Labor, Equipment, Material) records
 - Standard system libraries

OpenGov Assumptions:

- OpenGov assumes that the customer is responsible for performing quality control measures on its data in EAM.
- Data conversion services from other software system(s) or sources (including Navigator databases) are not included in the scope of this project unless specifically listed above.

Assets

OpenGov will:

- Provide installation and training on the following asset types:
 - Parks and Recreation (10)
 - Athletic Space; Fence; Park; Park Structure; Playground Equipment; Bench; Landscape Area; Park Amenity; Playground; Tree
 - Facilities (25)
 - Facility; Other Site Construction; Selective Building Demolition; Site Improvement; Site Preparation; Facility Floor; Basement Construction; Conveying; Exterior Enclosures; Facility Electrical; Facility Equipment; Fire Protection; Foundations; Furnishings; HVAC; Interior Construction; Interior Finishes; Plumbing; Roofing; Site Electrical Utilities; Site Mechanical Utilities; Spaces; Special Construction; Stairs; Superstructure
 - Water Distribution (9)
 - Water Backflow; Water Facility; Water Hydrant; Water Lateral; Water Main; Water Meter; Water Pump; Water Valve; Water Storage Tank ; Other Site Construction
 - Wastewater Treatment Plant (36)
 - Wastewater Treatment Plant Blowers; Wastewater Treatment Plant Compressors; Wastewater Treatment Plant Conveyors; Wastewater Treatment Plant Electrical Generator; Wastewater Treatment Plant Facility; Wastewater Treatment Plant HVAC Equipment; Wastewater Treatment Plant Instrumentation; Wastewater Treatment Plant Motors; Wastewater Treatment Plant Presses; Wastewater Treatment Plant Processes; Wastewater Treatment Plant Pump; Wastewater Treatment Plant Screens; Wastewater Treatment Plant Structure; Wastewater Treatment Plant UV; Wastewater Treatment Plant Valves; Wastewater Treatment Plants; Wastewater Treatment Plant Floor; Basement Construction; Conveying; Exterior Enclosures; Facility Electrical; Facility Equipment; Fire Protection; Foundations; Furnishings; Interior Construction; Interior Finishes; Plumbing; Roofing; Site Mechanical Issues; Special Construction; Stairs; Superstructure; Selective Building Demolition; Site Preparation; Site Improvement; Other Site Construction

Completion Criteria:

- Customer sign-off on ability to login and access to the sandbox.

Train

Foundational Training

- Provide remote train-the-trainer training, up to two (2) hours, on overall system navigation and functionality to help familiarize Customer staff with the software environment and its common functions. Training topics include:
 - Dashboards
 - Standard KPI/ROI Gadgets
 - Logins/Permission
 - Layers
 - Filters
 - Maps
 - Grids
 - System Navigation
 - Views (List & Detail)
 - Standard Reports
 - Attachments
 - Requests, Work, Assets, Resources, Reports, and Administrator Tabs

- Provide remote train-the-trainer training, up to one (1) hour, for an overview of Preventative Maintenance Plans.

- Provide remote train-the-trainer training, up to one (1) hour, for an overview of Asset Condition Manager and Advanced Inspections.

- Provide remote train-the-trainer training, up to two (2) hours, for an overview of Reporting.

- Provide remote train-the-trainer training, up to two (2) hours, on OpenGov Asset Management Esri integration functionality. Training topics include:
 - OpenGov Asset Management Esri integration configuration options
 - Integration functionality (basemap and feature)
 - Overall Esri integration requirements, considerations, and OpenGov recommended best practices

- Provide remote train-the-trainer training, up to two (2) hours, on OpenGov Asset Builder. Training topics include:
 - OpenGov Asset Management Administrator
 - Structure Manager
 - Library Manager
 - Layout Manager
 - User/Role Configurations
 - OpenGov recommended best practices for expanding the system's use and/or building assets

OpenGov assumptions:

- OpenGov assumes that the customer is responsible for testing its workflows, automations, integrations, and configurations within the EAM and will update the configurations as part of its testing and training activities.

Train the Trainer Training Event

- Provide a three-day (3-day) onsite "train-the-trainer" training event. The training agenda will be defined and agreed upon by both OpenGov and Customer project manager. To avoid redundancy, and to utilize service time efficiently, training may cover a subset of the assets listed in the Asset section of the scope. Topics may include any of the following:
 - Request Management:
 - Requests
 - Requesters
 - Task Creation from Requests
 - Issue library (including settings such as Applies to Asset and Non-Location)
 - OpenGov recommended best practices for Request and Requester Management
 - Work Management:
 - Create Task(s)(Asset/Non-Asset)
 - Assignments (Add, Edit, Remove)
 - Task Menu Actions
 - Related Work Items
 - Create Work Order
 - Associate Task to WO
 - Repeat Work Orders
 - Work Order Menu Actions
 - Enter Resources
 - Timesheets
 - Activity library (including settings such as Applies to Asset, Inspection, Key Dates, Cost, and Productivity)
 - OpenGov recommended best practices for Work Management
 - Asset Management:
 - Asset Details
 - Preventative Maintenance Plans
 - Inspections
 - Linked assets (if applicable)
 - Container/Component Relationships (if applicable)
 - OpenGov recommended best practices for Asset Management
 - Resource Management:
 - Resource Details
 - Labor/Equipment Rates
 - Material Management (Stock, Usage, Adjustments)
 - Vendor Price Quotes
 - OpenGov recommended best practices for Resource Management
 - OpenGov Mobile:
 - Overall system functionality (Navigation, Interface, Maps, Attachments, Sorting)
 - Work Management

- Create and Update Tasks (Asset/Non-Asset)
 - Assign Tasks
 - Enter Resources
 - Inspections
 - Asset Management
 - Create and Update Assets
 - Request Management
 - View and Update Requests
 - View Requester information
 - Create Task from Request
 - OpenGov recommended best practices for mobile device use
- o Administrator:
 - Administrator:
 - User Administration, Role Administration, Asset Administration, Record Filter Administration, Import/Export, Scheduled Process Log, Error Log
 - Settings:
 - System Settings, Map Administration, Geocode Settings, GIS Integration settings, Asset Color Manager
 - Manager:
 - Layout Manager, Library Manager, Preventative Maintenance, Asset Condition Manager, Notification Manager, Structure Manager, Automation
 - Manager

Core Training:

- Provide Preventative Maintenance Plans remote train-the-trainer training, up to three (3) hours. Training topics include:
 - o Preventative Maintenance
 - o OpenGov recommended best practices for proactive asset management
- Provide Advanced Inspections, Asset Condition Manager, and Asset Risk remote train-the-trainer training, up to four (4) hours. Training topics include:
 - o Performance Management
 - Prediction Groups
 - Minimum Condition Groups
 - Activities and Impacts
 - Criticality Factor
 - Install/Replaced Dates
 - o Business Risk Exposure
 - Risk
 - Consequence of Failure
 - Probability of Failure
 - o OpenGov recommended best practices for Asset Risk Functionality , advanced inspections and condition management

- Provide Internal Request remote train-the-trainer training, up to two (2) hours.
Training topics include:
 - Internal Requests
 - Users
 - Views
 - Issue Library settings and management
 - OpenGov recommended best practices for advanced request management
- Provide SeeClickFix Request remote train-the-trainer training, up to ten(10) hours.
Training topics include:
 - Integrated Request workflow
 - Configuring or enabling of OpenGov Request Issues

Launch

OpenGov will:

- Provide up to remote, up to eight (8) hours, web conferences, of working sessions to answer any questions following solution acceptance.

Completion Criteria:

- Go Live Support has been conducted.



OpenGov Inc.
660 3rd Street, Suite 100
San Francisco, CA 94107
United States

Order Form Number: Q018285.2
Created On: 12/31/2024
Order Form Expiration: 1/31/2025
Subscription Start Date: 2/8/2025
Subscription End Date: 9/7/2027

Prepared By: Julian Jackson
Email: salesops@opengov.com
Contract Term: Prorated + 24 Months

Customer Information	
Customer:	City of American Canyon, CA
Bill To/Ship To:	4381 Broadway Street American Canyon, CA United States
Contact Name:	Norm Woods
Email:	nwoods@americancanyon.gov

Order Details	
Billing Frequency:	Annually in Advance
Payment Terms:	Net Thirty (30) Days

SOFTWARE SERVICES:

Product / Service	Start Date	End Date	Annual Fee
Enterprise Asset Management Asset Management, Water Distribution Domain, Wastewater Treatment Domain, Parks & Recreation Domain, Facilities Domain, Water Treatment Domain	2/8/2025	9/7/2025	\$35,532.00
Enterprise Asset Management Asset Management, Water Distribution Domain, Wastewater Treatment Domain, Parks & Recreation Domain, Facilities Domain, Water Treatment Domain	9/8/2025	9/7/2026	\$71,064.00
Orange Advantage - Medium	9/8/2025	9/7/2026	\$13,900.00
Enterprise Asset Management Asset Management, Water Distribution Domain, Wastewater Treatment Domain, Parks & Recreation Domain, Facilities Domain, Water Treatment Domain	9/8/2026	9/7/2027	\$74,617.00
Orange Advantage - Medium	9/8/2026	9/7/2027	\$14,595.00
Annual Subscription Total:			See Service Terms

PROFESSIONAL SERVICES:

Product / Service	Description	
OpenGov Deployment — One Time Fee (Prepaid Hours)	Product configuration, setup, and training described in the attached SOW.	
Professional Services Total:		\$51,480.00
Estimated Travel and Expense:		\$2,800.00

Service Terms

Service Date:	Amount:	
February 8, 2025	\$87,012.00	<i>(Prorated Annual Software Fee + Professional Services)</i>
September 8, 2025	\$84,964.00	
September 8, 2026	\$89,212.00	

Order Form Legal Terms

This Order Form incorporates the OpenGov Software Services Agreement ("SSA") between Customer and OpenGov dated September 8, 2021.

The "Agreement" consists of the Order Form(s), SSA, and, if Professional Services are purchased, the Statement of Work.

Unless otherwise specified above, fees for the Software Services and Professional Services shall be due and payable, in advance, 30 days from receipt of the invoice.

By signing this Order Form, Customer acknowledges that it has reviewed, and agrees to be legally bound by the Agreement. Each party's acceptance of this Agreement is conditional upon the other's acceptance of the Agreement to the exclusion of all other terms.

City of American Canyon, CA

Signature: _____
Name: _____
Title: _____
Date: _____

OpenGov, Inc.

Signature: _____
Name: _____
Title: _____
Date: _____

ORANGE ADVANTAGE

We all need a little extra help sometimes. More hands on deck. Someone to pitch in and get the job done. That's why we created the Orange Advantage program. Whether you need to onboard new users, implement advanced features, configure reports, or get some additional best practice coaching, this program is for you.

With your subscription, you'll save 20% off the annual cost of purchasing services individually and have continued access to your project team after go-live.

Here's how it works:

- You purchase the Orange Advantage package.
- You have the option to add Orange Onsite visits.
- When you need help, we're there. It's that simple.

ORANGE ADVANTAGE *All prices are annual fees*

- Annual remote services include: training, configuration, reports, automations, dashboards, consultation, imports, and more
 - » Large: 96 hours – \$18,500
 - Medium: 72 hours – \$13,900
 - Small: 36 hours – \$7,000
- Engagement with a dedicated team of Cartegraph experts—including your project manager, implementation specialist, and implementation support specialist

ORANGE ONSITE ADD-ONS *All prices are annual fees*

2 Days Biannually	<i>\$13,900 with \$4,800 estimated expenses billed as incurred</i>
3 Days Biannually	<i>\$17,000 with \$5,600 estimated expenses billed as incurred</i>
2 Days Quarterly	<i>\$27,700 with \$9,600 estimated expenses billed as incurred</i>
3 Days Quarterly	<i>\$33,900 with \$11,200 estimated expenses billed as incurred</i>



TITLE

Amendment # 1 to Agreement # 2024-86 - Anderson Home Repair, Inc.

RECOMMENDATION

Adopt a Resolution authorizing Amendment #1 to Agreement #2024-86 - Anderson Home Repair, Inc. for Wastewater and Water Operations Management Services in the amount of \$220,000 for a total contract amount not to exceed \$315,000

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director

Norman Woods, Assistant Public Works Director - Utilities and Environmental Services

BACKGROUND & ANALYSIS

The City's Utility Divisions require highly technical and licensed individuals to meet permitting requirements. In 2024, vacancies occurred that left the Water Reclamation Facility without a staff member to meet these licensing requirements. While staff went through restructuring and recruiting for various vacancies it was necessary to hire a Contractor to meet these needs. Brian Anderson has over 40 years' experience in the Wastewater and Water fields and possesses a Grade 5 Wastewater license. He was contracted to assist with Wastewater Operations in July 2024. While assisting with daily operations, reporting and special projects, he has also been mentoring the newly promoted Chief Plant Operator.

Staff also has a need for Mr. Anderson's technical assistance at the Water Treatment Plant. He possesses a Grade 4 Water and Grade 2 Water Distribution licenses. Staff feels that it would be beneficial to share Mr. Anderson's knowledge with the staff at the Water Treatment Plant.

Staff has been very pleased with Mr. Anderson's work and would like to extend his contract to June 30, 2026. The Wastewater, Recycled Water and Water funds have sufficient funds to accommodate this request for the FY24/25. Staff will include sufficient funds in the FY25/26 budget as well. The requested increase to the contract is \$220,000 for a total contract amount not to exceed \$315,000.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Infrastructure: "Develop and maintain infrastructure resources to support sustainable growth."

FISCAL IMPACT

The Wastewater, Recycled Water and Water Enterprise Funds have sufficient budget to accommodate this request for FY24/25 and sufficient funds will be included in the FY25/26 budget. The requested increase to the contract is \$220,000 for a total contract amount not to exceed \$315,000.

ENVIRONMENTAL REVIEW

15378(b) - The action is not a "Project" subject to the California Environmental Quality Act ("CEQA") because it does not qualify as a "Project" under Public Resources Code Sections 21065 and 21080 and in Section 15378(b) of Title 14 of the California Code of Regulations.

ATTACHMENTS:

- [1. Resolution - Anderson Amendment](#)

RESOLUTION NO. 2025-

A RESOLUTION APPROVING AMENDMENT #1 TO AGREEMENT 2024-86 - ANDERSON HOME REPAIR, INC. FOR WASTEWATER AND WATER OPERATIONS MANAGEMENT SERVICES IN AN AMOUNT OF \$220,000 FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$315,000

WHEREAS, the City of American Canyon has specific and highly technical requirements regarding the Operations of the Water and Wastewater Treatment Plants; and

WHEREAS, Brian Anderson has over 40 years of experience with Water and Wastewater and holds Grade 5 Wastewater, Grade 4 Water and Grade 2 Distribution licenses; and

WHEREAS, Brian Anderson has been providing assistance with Wastewater Operations during the vacancy of the Wastewater Operations Manager position and has been mentoring the newly promoted Chief Plant Operator at the Water Reclamation Facility; and

WHEREAS, Brian Anderson will be providing additional assistance with special projects for Wastewater and Water; and

WHEREAS, there is sufficient budget in the Water and Wastewater Enterprise funds FY24/25 budget to support the increase and staff will include sufficient funds in the FY25/26 budget.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby authorizes the City Manager to execute Amendment #1 to Agreement #2024-86 Anderson Home Repair, Inc. for Wastewater and Water Operations Services in an amount of \$220,000 for a total contract amount not to exceed \$315,000.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 21st day of January, 2025 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney



TITLE

Measure T MOE and Equivalent Fund Certification FY2023/24

RECOMMENDATION

Take the following actions related to Measure "T" (The Napa Countywide Road Maintenance Act):

1. Adopt a Resolution approving the Maintenance of Effort (MOE) certification of \$370,015 as required under Measure "T" Program (The Napa Countywide Road Maintenance Act)
2. Adopt a Resolution approving certification of Equivalent Fund expenditures under the Measure "T" Program (The Napa Countywide Road Maintenance Act).

CONTACT

Erica Ahmann Smithies, P.E., Public Works Director
Juan Gomez, Finance Director/Interim Assistant City Manager

BACKGROUND & ANALYSIS

The 2012 "Napa Countywide Road Maintenance Act" (also known as "Measure T") imposes a ½ cent sales tax to pay for road repairs countywide. The Napa Valley Transportation Authority – Tax Agency (NVTATA) distributes these sales tax revenues over time and the City of American Canyon receives 7.7% of the sales tax revenues per year, as of July 1, 2018.

Maintenance of Effort (MOE)

The intent of Measure "T" is to supplement, not supplant, existing local general fund revenues being used for the transportation improvements. American Canyon must demonstrate expending a minimum amount known as the "maintenance of effort" or "MOE" of local general fund revenues on transportation improvements.

The MOE is the calculated average for fiscal years 2007-08, 2008-09, and 2009-10 for "Local Streets and Roads Maintenance" and supporting infrastructure within the public right-of-way. Examples include pavement sealing, overlays, reconstruction, storm drainage, sidewalks, and associated infrastructure.

American Canyon's MOE is calculated to be \$370,015. This amount will remain constant throughout the term of Measure T. Each year American Canyon must certify to NVTATA Authority that it expended funds equal to the amount of the MOE on eligible transportation improvements. As

described in the Resolution and detailed in Exhibits “A”, “B”, “C”, “D”, “E”, and “F”, the City spent \$484,473 which is more than the minimum \$370,015 in General Fund revenues on eligible transportation improvements when using the three-year average for FY 2021-22, FY 2022-23, and FY 2023-24.

Equivalent Fund

All agencies must collectively commit non-Measure T funds towards Class I Bicycle Facilities equivalent to 6.67% of the estimated total revenue of Measure T. Qualifying funding sources for 6.67% Equivalent Fund projects can be in the form of local general funds, formula specific funds, and Class I facility contributions by private development.

The City must provide a copy of the Equivalent Fund Class I Bicycle Facilities Expenditure Resolution approved by the City's governing body, along with backup documentation, showing the qualifying funding spent on Class I Bicycle Facilities for the prior fiscal year. The resolution will certify applicable expenditures for the prior fiscal year and be used by NVTA-TA in tracking the program participants' collective contribution towards the required Class I Facility spending over the term of the Measure T program.

Funds certified during this certification cycle include Fiscal Year 2023-24. The table below provides a summary of the Equivalent Fund expenditures, the Class I projects, and the sources of funding:

Fiscal Year	Project	Funding Source	Amount
2023-24	Wetlands Edge Court Class I	Local Funds (Development, SDG 217)	\$157,440.00
		Total Contributions	\$157,440.00

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Infrastructure: "Develop and maintain infrastructure resources to support sustainable growth."

FISCAL IMPACT

Maintenance of Effort (MOE)

By adopting the Maintenance of Effort Resolution and submitting the certification to NVTA-TA, the City of American Canyon will remain eligible to continue collecting 7.7% of the annual revenues available through the collection of the ½ cent sales tax. This amount for FY 2023-24 was approximately \$2.0 million.

Equivalent Fund

There is no financial impact associated with this action.

ENVIRONMENTAL REVIEW

The proposed actions are a mandatory component of compliance with Measure "T" and is not a "project" as defined by CEQA. Moreover, the action is exempt consistent with CEQA Guidelines Section 15378(b) as a government funding mechanism.

ATTACHMENTS:

1. [Resolution Measure T MOE FY 2023-24](#)
2. [Exhibit A: Measure T MOE Certification FY 2023-24](#)
3. [Resolution Measure T Equivalent Certification FY 2023-24](#)

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON APPROVING THE MAINTENANCE OF EFFORT (MOE) CERTIFICATION OF \$370,015 AS REQUIRED UNDER MEASURE “T” (THE NAPA COUNTYWIDE ROAD MAINTENANCE ACT)

WHEREAS, on November 6, 2012 the voters of Napa County passed the Napa Countywide Road Maintenance Act, also known as Measure T, which imposes a half cent transaction and use (sales) tax to provide supplemental funding for road maintenance as detailed in the Measure T Expenditure Plan; and

WHEREAS, the Napa Valley Transportation Authority – Tax Authority (NVTA-TA) is the designated agency that administers and oversees Measure T revenues; and

WHEREAS, the City of American Canyon is an eligible recipient of Measure T funds; and

WHEREAS, the tax proceeds will be used to pay for the projects outlined in the Measure T Expenditure Plan allocated to the County of Napa and the cities and towns within Napa County ("Local Agencies") as set forth in Measure T; and

WHEREAS, under the Measure T Expenditure Plan, Measure T funds are provided to the Local Agencies to be used for streets and roads projects as defined in the Measure; and

WHEREAS, the City of American Canyon has entered into a Master Agreement with NVTA-TA that outlines procedures for Measure T expenditures, and

WHEREAS, the City of American Canyon has determined and certified to NVTA-TA the average maintenance of effort amount for Fiscal Years 2007-08, 2008-09, and 2009-10 is \$370,015, consistent with the criteria set forth in Section 9 of Ordinance No. 2012-01, including a memorandum detailing the supporting financial documentation and the methodology utilized to calculate the average fiscal year street and roads costs; and

WHEREAS, by January 31st each calendar year, the City of American Canyon must certify to, and provide NVTA-TA a copy of supporting documentation as well as a Resolution approved by the governing body of the City of American Canyon, including backup documentation, demonstrating that the Maintenance of Effort was met the prior fiscal year based on the average of the prior three fiscal years; and;

WHEREAS, the amount of \$370,015 set forth in Exhibit “A” will be deemed the “Maintenance of Effort” of the City of American Canyon, which must be maintained annually throughout the term of the Measure from the General Fund of the City of American Canyon; and

WHEREAS, the City of American Canyon spent \$484,473 which is more than the Maintenance of Effort requirement of \$370,015 in General Fund revenues on eligible transportation improvements when using the three-year average for Fiscal Years 2021-22, FY 2022-23, and FY 2023-24; and

WHEREAS, Measure T project(s) will comply with the requirements under the California Environmental Quality Act (California Code Sections 21000 et seq.; as implemented through California Regulations Title 14, Chapter 3, Sections 15000 et seq.);

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon does resolve as follows:

1. The City Council of the City of American Canyon hereby certifies the Maintenance of Effort amount of \$370,015 has been met as set forth in Exhibit "A" and authorizes the Public Works Director to file the amount with NVTA-TA.
2. The Resolution is hereby adopted and becomes effective and in full force immediately upon adoption.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 21st day of January, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, City Clerk

William D. Ross, City Attorney

City of American Canyon
 Measure T Maintenance of Effort (MOE) Certification for
 Fiscal Year 2023-24

NVTA-TA Approved MOE	\$ 370,015.00
	<hr/>
MOE Amount Certified for FY 2023-24	\$ 476,809.20
MOE Amount Certified for FY 2022-23	\$ 473,325.17
MOE Amount Certified for FY 2021-22	\$ 503,284.19
3-Year Average MOE Amount FY 23-24	\$ 484,472.85
	<hr/>
Measure T funds Received in FY 2023-24	\$ 1,932,280.91
Measure T funds Expended in FY 2023-24	\$ 827,392.01
Measure T funds Balance in Account	\$ 5,486,458.05
	<hr/>

	(1)			(2)			(1)			(2)		
	2007/2008	Proration	MOE	2008/2009	Proration	MOE	2009/2010	Proration	MOE	2009/2010	Proration	MOE
GENERAL FUND EXPENSES - (GL 101-50-520-xxxxx)												
41110-40 FT, PT, OT Salaries	415,598	57%	237,133	352,598	61%	213,335	210,413	84%	175,743			
41210 Health Insurance	61,963	57%	35,355	60,732	61%	36,745	37,266	84%	31,126			
41220 Dental Ins	173	57%	99	-	61%	-	-	84%	-			
41230 Health In-lieu	-	57%	-	-	61%	-	-	84%	-			
41240 Cafeteria Plan	17,733	57%	10,118	16,384	61%	9,913	9,792	84%	8,179			
41250 PERS	51,683	57%	29,490	45,666	61%	27,630	26,735	84%	22,330			
41260 Social Security	9,585	57%	5,469	6,358	61%	3,847	3,683	84%	3,076			
41270 Worker's Comp	22,361	57%	12,759	21,454	61%	12,980	13,428	84%	11,216			
41290 Benefits - Other	255	57%	146	114	61%	69	219	84%	183			
42130 Engineering Contract Services	69,310	0%	-	54,319	0%	-	19,158	0%	-			
42150 Information Technology Services	-	57%	-	2,104	61%	1,273	1,792	84%	1,497			
42160 Other Professional Services	8,815	57%	5,030	9,495	61%	5,745	19,841	84%	16,572			
42180 Temp Agency Services	-	57%	-	9,126	61%	5,521	-	84%	-			
42190 Misc. Contractual Services	2,779	57%	1,586	3,863	61%	2,337	9,231	84%	7,710			
42310 General Repairs and Maintenance	80,148	100%	80,148	76,939	100%	76,939	25,588	100%	25,588			
42310 Street Sweeping	40,343	0%	-	63,142	0%	-	57,947	0%	-			
42425 Membership Dues	585	57%	334	1,295	61%	784	890	84%	743			
42430 Training	4,239	57%	2,419	3,999	61%	2,419	1,810	84%	1,512			
42440 Equipment Rental	1,107	57%	632	3,820	61%	2,312	1,361	84%	1,137			
42490 Other Services	80	57%	45	164	61%	99	76	84%	63			
43110 Office Supplies	258	57%	147	159	61%	96	308	84%	257			
43115 Operating Supplies	95,728	100%	95,728	159,710	100%	159,710	71,660	100%	71,660			
43125 Small Tools & Equipment	3,375	57%	1,926	680	61%	411	7,742	84%	6,467			
43190 Other Supplies	4,028	57%	2,298	3,732	61%	2,258	1,092	84%	912			
43210 Electricity	99,705	57%	56,890	102,124	61%	61,789	105,217	84%	87,880			
43220 Telephone	2,303	57%	1,314	3,903	61%	2,362	1,735	84%	1,449			
46120 Major Equipment	30,649	57%	17,488	-	61%	-	-	84%	-			
47110 Support Services (Finance, HR, etc.)	86,600	57%	49,412	98,780	61%	59,766	69,200	84%	57,798			
48110 Fleet	38,100	57%	21,739	33,940	61%	20,535	30,900	84%	25,809			
48110 Public Works Administration	24,750	57%	14,122	133,680	61%	80,882	82,241	84%	68,690			
48110 Liability Insurance - streets	15,340	57%	8,753	11,500	61%	6,958	7,200	84%	6,014			
48120 Retiree Health	24,200	57%	13,808	9,600	61%	5,808	26,800	84%	22,384			
48140 Transfers to Other Funds	8,100	57%	4,622	8,000	61%	4,840	-	84%	-			
Subtotal Expenses	1,219,892		709,007	1,297,381		807,364	843,325		655,995			

NON-GENERAL FUND REVENUE	<u>FY 2007/8</u>	<u>FY 2008/9</u>	<u>FY 2009/10</u>
Miscellaneous Revenues	13,629	3,038	3,654
Prop 1B	-	400,000	-
Gas tax	214,000	214,000	214,000
Subtotal Revenue	227,629	617,038	217,654
General Fund MOE (GF Expenses Less Non-GF Revenue)	481,377	190,326	438,340
Average General Fund MOE	\$ 370,015		

Measure T MOE Certification
City of American Canyon

	2007-08	2008-09	2009-10	2021-22	2021-22 Additional Direct Project Cost - TR19-0400, TR20-0100, TR21-0100	2022-23	2022-23 Additional Direct Project Cost - TR21-0100, TR22-0300, TR24-0400	2023-24	2023-24 Additional Direct Project Cost - TR22-0200, TR22-0300, TR22-0400
GROSS GENERAL FUND EXPENSES - 100-50-520									
41110 FT Salaries				203,818.63		197,873.53		172,249.25	
41120 PT Salaries				-		-		-	
41140 Overtime				2,040.60		2,256.43		1,693.53	
41210 Health Insurance				19,100.02		17,661.66		23,333.86	
41220 Dental Ins				-		-		-	
41230 Health In-lieu				7,200.00		6,412.50		5,700.00	
41240 Cafeteria Plan				9,579.60		8,945.04		9,120.13	
41250 PERS				41,085.20		40,787.53		26,559.59	
41260 Social Security				3,230.72		3,114.32		2,796.63	
41270 Worker's Comp				10,601.24		8,200.28		4,696.16	
41290 Benefits - Other				781.23		845.10		626.86	
total salaries	237,132.63	231,844.29	184,519.29	246,863.09	41,003.86	260,389.01	60,259.05	261,138.05	87,195.27
total benefits	94,217.81	92,924.43	78,075.68	99,174.76	7,596.75	94,802.24	8,835.81	100,726.63	27,893.40
42130 Engineering Contract Services		11,863.80		-		-		-	
42150 Information Technology Services		2,104.00	1,791.84	1,402.32		701.82		5,772.84	
42160 Other Professional Services	8,815.12	9,495.15	19,841.16	-		-		-	
42180 Temp Agency Services		9,125.81		-		-		-	
42190 Misc. Contractual Services	2,779.05	3,863.36	9,231.06	7,976.57		5,771.71		5,238.17	
42310 General Repairs and Maintenance	80,148.21	76,939.39	25,588.35	108,155.25		107,870.39		153,744.77	
Street Sweeping - citywide cleaning only	40,343.36	63,142.49	57,946.68	-		-		-	
42315 Reimbursable Repairs				17,176.00		7,000.00		1,205.02	
42425 Membership Dues	584.68	1,295.00	889.75	2,307.51		1,972.30		1,607.64	
42430 Training	4,238.70	3,998.67	1,810.47	3,139.09		3,122.93		4,596.73	
42440 Equipment Rental	1,107.48	3,820.47	1,361.43	-		-		-	
42484 ISF: Fleet				133,600.00		67,580.00		74,052.00	
42485 ISF: IT				3,600.00		19,909.00		24,315.00	
42486 ISF: Building Maintenance				-		-		-	
42490 Other Services	79.67	163.81	75.99	-		-		-	
43110 Office Supplies	258.10	158.71	308.16	1,144.73		665.68		647.92	
43115 Operating Supplies	95,727.85	149,380.83	71,659.95	91,798.88		119,685.10		79,706.37	
43125 Small Tools & Equipment	3,374.71	679.61	7,742.38	-		-		-	
43190 Other Supplies	4,028.08	3,732.47	1,091.79	-		-		-	
43210 Electricity	99,704.86	102,124.48	105,216.70	106,744.50		100,640.88		109,239.61	
43220 Telephone	2,302.57	3,903.40	1,734.65	1,351.49		1,435.99		2,147.07	
46120 Major Equipment	30,649.47	-	-	-		-		-	
47110 Support Services (Finance, HR, etc.)	86,600.00	98,780.00	69,200.00	-		-		-	
48110 Fleet	38,100.00	33,940.00	30,900.00	-		-		-	
48110 Public Works Administration	24,750.00	133,680.00	82,240.65	-		-		-	
48110 Liability Insurance - streets	15,340.00	11,500.00	7,200.00	-		-		-	
48120 Retiree Health	24,200.00	9,600.00	26,800.00	-		-		-	
48140 Transfers to Other Funds	8,100.00	8,000.00	-	-		-		-	
Subtotal	902,582.35	1,066,060.17	785,225.98	824,434.19		791,547.05		824,137.82	
EXPENSE EXCLUSIONS									
One-Time Expenses: Capital Purchase	(30,649.47)	-	-	-		-		-	
One-time Expenses: Street Sweeping	(40,343.36)	(63,142.49)	(57,946.68)	(17,176.00)		(7,000.00)		(1,205.02)	
Reimbursable Repairs									
Retiree Health Insurance	(24,200.00)	(9,600.00)	(26,800.00)	-		-		-	
Support Services (Finance, HR)	(86,600.00)	(98,780.00)	(69,200.00)	-		-		-	
Employee home purchase	(8,100.00)	(8,000.00)	-	-		-		-	
ELIGIBLE STREET MAINTENANCE EXPENSES	709,007.00	807,364.00	655,995.00	807,258.19		784,547.05		822,932.80	
LESS: REVENUES RECEIVED FROM OTHER SOURCES									
Miscellaneous Revenues	13,629.46	3,037.94	3,654.34	3,974.00		11,221.88		46,123.60	
Prop 1B		400,000.00							
Gas tax	214,000.00	214,000.00	214,000.00	300,000.00		300,000.00		300,000.00	
NET GENERAL FUND EXPENDITURES ON ELIGIBLE STREET MAINTENANCE EXPENSES	481,377.54	190,326.06	438,340.66	503,284.19		473,325.17		476,809.20	
		370,015		MOE Met		MOE Met		MOE Met	
				-		-		-	
				3-Year Average		3-Year Average		3-Year Average	
				425,044.89		493,297.85		484,472.85	
				MOE Met		MOE Met		MOE Met	
				-		-		-	

General Ledger

Summary Trial Balance

User: jcruz@americancanyon.gov
 Printed: 01/08/2025 - 11:15AM
 Period: 01 to 15, 2024
 Include: (ALL)
 Account From: 100-50-520
 Account To: 100-50-520
 Include Uncommitted JE's: True



Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 100	100 GENERAL FUND					
REVENUE						
Dept 50	PUBLIC WORKS					
100-50-520-33190	Grants - Other	26,000.00	0.00	0.00	26,000.00	-26,000.00
100-50-520-35170	Developer Contribution In Lieu	0.00	0.00	0.00	0.00	0.00
100-50-520-36330	Insurance Reimbursements	30,000.00	0.00	0.00	20,123.60	-20,123.60
100-50-520-36390	Misc Revenues - Other	0.00	0.00	0.00	0.00	0.00
100-50-520-37260	Transfer In from Gas Tax	300,000.00	0.00	0.00	300,000.00	-300,000.00
100-50-520-37270	Transfer In from Measure A	0.00	0.00	0.00	0.00	0.00
	100-50 REVENUE Totals:	356,000.00	0.00	0.00	346,123.60	-346,123.60
	REVENUE Totals:	356,000.00	0.00	0.00	346,123.60	-346,123.60
EXPENSE						
Dept 50	PUBLIC WORKS					
100-50-520-41110	Wages - Full time	201,918.00	0.00	176,385.63	4,136.38	172,249.25
100-50-520-41120	Wages - Part Time	0.00	0.00	0.00	0.00	0.00
100-50-520-41140	Wages - Overtime	3,000.00	0.00	1,808.07	114.54	1,693.53
100-50-520-41210	Health Insurance	27,597.00	0.00	23,333.86	0.00	23,333.86
100-50-520-41230	Health-In-Lieu	5,700.00	0.00	5,700.00	0.00	5,700.00
100-50-520-41240	Cafeteria Plan Section 125	10,952.00	0.00	9,120.13	0.00	9,120.13
100-50-520-41250	PERS Retirement	31,260.00	0.00	26,894.35	334.76	26,559.59
100-50-520-41260	Social Security & Medicare	3,169.00	0.00	2,863.29	66.66	2,796.63
100-50-520-41270	Worker Comp Insurance	7,191.00	0.00	4,696.16	0.00	4,696.16
100-50-520-41290	Benefits - Other	650.00	0.00	626.86	0.00	626.86
100-50-520-42150	Info Tech Support Services	1,523.00	0.00	5,772.84	0.00	5,772.84
100-50-520-42190	Misc Contractual Services	12,500.00	0.00	5,238.17	0.00	5,238.17

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
100-50-520-42310	General Repairs & Maint	182,000.00	0.00	158,572.81	4,828.04	153,744.77
100-50-520-42315	Reimbursable Repairs	30,000.00	0.00	1,205.02	0.00	1,205.02
100-50-520-42425	Membership Dues & Subscription	4,750.00	0.00	1,607.64	0.00	1,607.64
100-50-520-42430	Conferences - Training	6,500.00	0.00	4,596.73	0.00	4,596.73
100-50-520-42484	ISF - Fleet	74,058.00	0.00	74,052.00	0.00	74,052.00
100-50-520-42485	ISF - Info Tech	24,315.00	0.00	24,315.00	0.00	24,315.00
100-50-520-42487	ISF - Legal Services	17,952.00	0.00	17,953.00	0.00	17,953.00
100-50-520-43110	Office Supplies	1,000.00	0.00	647.92	0.00	647.92
100-50-520-43115	Operating Supplies	110,100.00	0.00	92,898.72	13,192.35	79,706.37
100-50-520-43210	Utilities - Gas & Elec	111,000.00	0.00	114,018.90	4,779.29	109,239.61
100-50-520-43220	Util-PhonesPgrsInternetCable	1,500.00	0.00	2,147.07	0.00	2,147.07
	100-50 EXPENSE Totals:	868,635.00	0.00	754,454.17	27,452.02	727,002.15
	EXPENSE Totals:	868,635.00	0.00	754,454.17	27,452.02	727,002.15
	Fund 100 Totals:	-512,635.00	0.00	754,454.17	373,575.62	380,878.55
	Report Totals:	-512,635.00	0.00	754,454.17	373,575.62	380,878.55

Project Management

CIP Project Accounting

User: jcruz@americancanyon.gov
 Printed: 1/6/2025 12:26:31 PM
 Fiscal Year 0000 - Periods 00 to 15
 Date Range 7/1/2023 to 6/30/2024

Tran Date	Sort Field	Description											
Tran Date	Account No	Name	Description	System	Batch	Check Date	Check No	Invoice No	Hours	LEMS-M	LEMS-S	Total Amt	
	TR22-0200	Wetlands Edge Court Extension											
090723	212-85-450-48310	Argonaut Constructors	TR22-0200 Professional Services through 7/20/ AP		311-9-2023	9/8/2023 12:00:00 AM	191034	PP7	-	7,625.56	-	7,625.56	
090723	210-85-450-48310	Argonaut Constructors	TR22-0200 Professional Services through 7/20/ AP		311-9-2023	9/8/2023 12:00:00 AM	191034	PP7	-	58,238.65	-	58,238.65	
110223	210-85-450-48310	Argonaut Constructors	TR22-0200 Professional Services to 10/3/23 AP		427-10-2023	11/2/2023 12:00:00 AM	0	PP8	-	2,473.90	-	2,473.90	
120723	211-85-450-48310	U.S. Bank	Hendryx: TR22-0200 Fast Signs - NVTA Decals - AP		409-12-2023	12/8/2023 12:00:00 AM	191604	10232023Z	-	164.57	-	164.57	
120723	211-85-450-48310	U.S. Bank	Hendryx: TR22-0200 Fast Signs - Pavement Mar AP		409-12-2023	12/8/2023 12:00:00 AM	191604	10232023Z	-	242.54	-	242.54	
120723	213-85-450-48310	U.S. Bank	Hendryx: TR22-0200 Fast Signs - Pavement Mar AP		409-12-2023	12/8/2023 12:00:00 AM	191604	10232023Z	-	242.54	-	242.54	
120723	230-85-450-48310	U.S. Bank	Hendryx: TR22-0200 Fast Signs - Wetlands Rest AP		409-12-2023	12/8/2023 12:00:00 AM	191604	10232023Z	-	118.60	-	118.60	
092523	210-85-450-48310	Miller Pacific Engineering Group	TR22-0200 Professional Services through 8/27/ AP		324-9-2023	9/25/2023 12:00:00 AM	191114	26327	-	6,173.00	-	6,173.00	
103123	210-85-450-48310		TR22-0200 VOID Ck 190038 Argonaut Attach t GL		0-0-0		0	Not Applicabl	-	(103,687.33)	-	(103,687.33)	
120723	230-85-450-48310		Correction to JE 15-06-2024 TR22-0200 should GL		0-0-0		0	Not Applicabl	-	(181.60)	-	(181.60)	
120723	230-85-450-48310		Correction to JE 202-06-2024 Incorrect Amount GL		0-0-0		0	Not Applicabl	-	181.60	-	181.60	
120723	230-85-450-48310		Correction to JE 202-06-2024 Incorrect Amt PR GL		0-0-0		0	Not Applicabl	-	(118.60)	-	(118.60)	

	Employee Name	Pay Type	Amount
082423	Kristine Joy Delos Santos	Benefit	147.29
082423	Kristine Joy Delos Santos	Benefit	73.64
090723	Kristine Joy Delos Santos	Benefit	73.65
090723	Kristine Joy Delos Santos	Benefit	34.66
092123	Kristine Joy Delos Santos	Benefit	53.86
071323	Kristine Joy Delos Santos	Benefit	73.65
092123	Kristine Joy Delos Santos	Gross	472.24
071323	Kristine Joy Delos Santos	Gross	236.12
072723	Kristine Joy Delos Santos	Gross	236.12
072723	Kristine Joy Delos Santos	Gross	113.30
100523	Kristine Joy Delos Santos	Gross	177.09
100523	Kristine Joy Delos Santos	Gross	236.12
082423	Vendon McLeod	Benefit	24.50
082423	Vendon McLeod	Gross	58.35
090723	Ronald V Ranada Jr	Benefit	21.05
090723	Ronald V Ranada Jr	Benefit	21.05
121423	Ronald V Ranada Jr	Gross	75.56
121423	Ronald V Ranada Jr	Gross	75.56
	TR22-0200	Wetlands Edge Court Extension	

Sum of Amount	Column Labels		
Row Labels	Benefit	Gross	Grand Total
Kristine Joy Delos Santos	456.75	1,470.99	1,927.74
Ronald V Ranada Jr	42.10	151.12	193.22
Vendon McLeod	24.50	58.35	82.85
Grand Total	523.35	1,680.46	2,203.81

Project Management

CIP Project Accounting

User: jcruz@americancanyon.gov
 Printed: 1/6/2025 12:27:01 PM
 Fiscal Year 0000 - Periods 00 to 15
 Date Range 7/1/2023 to 6/30/2024

Tran Date	Sort Field	Description										
	TR22-0300	2022 Annual Pavement Project										
Tran Date	Account No	Name	Description	System	Batch	Check Date	Check No	Invoice No	Hours	LEMS-M	LEMS-S	Total Amt
110223	211-85-450-48310	BPXpress	TR22-0300 2022 Annual	AP	427-10-2023	11/2/2023 12:00:00 AM	191421	BEN-38523	0	265.20	-	265.20
110223	211-85-450-48310	Geocon Consultants Inc.	TR22-0300 Professional	AP	403-11-2023	11/2/2023 12:00:00 AM	191374	223100427	0	2,544.79	-	2,544.79
120623	211-85-450-48310	Geocon Consultants Inc.	TR22-0300 Professional	AP	408-12-2023	12/8/2023 12:00:00 AM	191605	223110428	0	2,888.48	-	2,888.48
012624	211-85-450-48310	Geocon Consultants Inc.	TR22-0300 Professional	AP	402-2-2024	2/1/2024 12:00:00 AM	191924	223120429	0	376.57	-	376.57
012624	211-85-450-48310	Geocon Consultants Inc.	TR22-0300 Professional	AP	402-2-2024	2/1/2024 12:00:00 AM	191924	223130421	0	222.76	-	222.76
110223	211-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	403-11-2023	11/2/2023 12:00:00 AM	191375	PP#1	0	184,890.84	-	184,890.84
113023	211-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	401-12-2023	12/1/2023 12:00:00 AM	191561	PP#2	0	380,845.43	-	380,845.43
010424	211-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	429-12-2023	1/4/2024 12:00:00 AM	191736	PP#3	0	179,086.93	-	179,086.93
110223	213-85-450-48310	Geocon Consultants Inc.	TR22-0300 Professional	AP	403-11-2023	11/2/2023 12:00:00 AM	191374	223100427	0	3,432.71	-	3,432.71
120623	213-85-450-48310	Geocon Consultants Inc.	TR22-0300 Professional	AP	408-12-2023	12/8/2023 12:00:00 AM	191605	223110428	0	3,919.02	-	3,919.02
012624	213-85-450-48310	Geocon Consultants Inc.	TR22-0300 Professional	AP	402-2-2024	2/1/2024 12:00:00 AM	191924	223120429	0	510.93	-	510.93
012624	213-85-450-48310	Geocon Consultants Inc.	TR22-0300 Professional	AP	402-2-2024	2/1/2024 12:00:00 AM	191924	223130421	0	302.24	-	302.24
110223	213-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	403-11-2023	11/2/2023 12:00:00 AM	191375	PP#1	0	215,249.47	-	215,249.47
113023	213-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	401-12-2023	12/1/2023 12:00:00 AM	191561	PP#2	0	625,942.66	-	625,942.66
010424	213-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	429-12-2023	1/4/2024 12:00:00 AM	191736	PP#3	0	216,745.00	-	216,745.00
012624	213-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	402-2-2024	2/1/2024 12:00:00 AM	191925	PP#4	0	14,260.40	-	14,260.40
010424	211-85-450-48310	Miller Pacific Engineering Group	TR22-0300 Professional	AP	429-12-2023	1/4/2024 12:00:00 AM	191737	35155	0	978.50	-	978.50
010424	213-85-450-48310	Miller Pacific Engineering Group	TR22-0300 Professional	AP	429-12-2023	1/4/2024 12:00:00 AM	191737	35155	0	978.50	-	978.50
113023	540-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	401-12-2023	12/1/2023 12:00:00 AM	191561	PP#2	0	13,081.50	-	13,081.50
110223	540-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	403-11-2023	11/2/2023 12:00:00 AM	191375	PP#1	0	13,081.50	-	13,081.50
113023	510-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	401-12-2023	12/1/2023 12:00:00 AM	191561	PP#2	0	18,358.50	-	18,358.50
110223	510-85-450-48310	Martin Brothers Construction	TR22-0300 Professional	AP	403-11-2023	11/2/2023 12:00:00 AM	191375	PP#1	0	18,358.50	-	18,358.50
081123	213-85-450-48310	BPXpress	TR22-0300 2022 Annual	AP	312-8-2023	8/11/2023 12:00:00 AM	190861	BEN-38140	0	256.77	-	256.77

	Employee Name	Pay Type	Amount
071323	Kristine Joy Delos Santos	Benefit	770.86
071323	Kristine Joy Delos Santos	Benefit	717.98
072723	Kristine Joy Delos Santos	Benefit	119.69
072723	Kristine Joy Delos Santos	Benefit	276.18
082423	Kristine Joy Delos Santos	Benefit	929.82
082423	Kristine Joy Delos Santos	Benefit	524.76
090723	Kristine Joy Delos Santos	Benefit	570.78

Sum of Amount	Column Labels		
Row Labels	Benefit	Gross	Grand Total
David Miller	133.76	401.10	534.86
Kristine Joy Delos Santos	7,853.39	25,424.60	33,277.99
Ronald V Ranada Jr	3,976.86	14,265.20	18,242.06
Vendon McLeod	3,479.64	8,584.18	12,063.82
Grand Total	15,443.65	48,675.08	64,118.73

090723	Kristine Joy Delos Santos	Benefit	1,159.97
092123	Kristine Joy Delos Santos	Benefit	791.73
092123	Kristine Joy Delos Santos	Benefit	524.75
100523	Kristine Joy Delos Santos	Benefit	570.78
100523	Kristine Joy Delos Santos	Benefit	239.36
081023	Kristine Joy Delos Santos	Benefit	199.24
081023	Kristine Joy Delos Santos	Benefit	9.96
101923	Kristine Joy Delos Santos	Benefit	39.05
101923	Kristine Joy Delos Santos	Benefit	159.40
110223	Kristine Joy Delos Santos	Benefit	179.33
110223	Kristine Joy Delos Santos	Benefit	9.96
111623	Kristine Joy Delos Santos	Benefit	9.44
111623	Kristine Joy Delos Santos	Benefit	28.70
120123	Kristine Joy Delos Santos	Benefit	1.72
120123	Kristine Joy Delos Santos	Benefit	14.35
121423	Kristine Joy Delos Santos	Benefit	0.86
121423	Kristine Joy Delos Santos	Benefit	4.72
011124	Kristine Joy Delos Santos	Gross	2,520.93
022224	Kristine Joy Delos Santos	Gross	2,361.20
122823	Kristine Joy Delos Santos	Gross	383.70
122823	Kristine Joy Delos Santos	Gross	885.45
011124	Kristine Joy Delos Santos	Gross	2,981.02
012524	Kristine Joy Delos Santos	Gross	1,682.36
012524	Kristine Joy Delos Santos	Gross	1,829.93
020824	Kristine Joy Delos Santos	Gross	3,718.89
020824	Kristine Joy Delos Santos	Gross	2,538.29
022224	Kristine Joy Delos Santos	Gross	1,682.36
030724	Kristine Joy Delos Santos	Gross	1,829.93
030724	Kristine Joy Delos Santos	Gross	767.39
062724	Kristine Joy Delos Santos	Gross	413.21
062724	Kristine Joy Delos Santos	Gross	590.30
062724	Kristine Joy Delos Santos	Gross	472.24
061324	Kristine Joy Delos Santos	Gross	531.27
061324	Kristine Joy Delos Santos	Gross	29.52
062724	Kristine Joy Delos Santos	Gross	29.52
061324	Kristine Joy Delos Santos	Gross	118.06
061324	Kristine Joy Delos Santos	Gross	59.03
082423	David Miller	Benefit	62.42
082423	David Miller	Benefit	71.34
092123	David Miller	Gross	187.18
092123	David Miller	Gross	213.92
071323	Ronald V Ranada Jr	Benefit	621.65
071323	Ronald V Ranada Jr	Benefit	94.72
090723	Ronald V Ranada Jr	Benefit	296.29
090723	Ronald V Ranada Jr	Benefit	136.79

072723	Ronald V Ranada Jr	Benefit	73.66
072723	Ronald V Ranada Jr	Benefit	231.52
081023	Ronald V Ranada Jr	Benefit	410.43
081023	Ronald V Ranada Jr	Benefit	31.56
082423	Ronald V Ranada Jr	Benefit	736.64
082423	Ronald V Ranada Jr	Benefit	94.71
092123	Ronald V Ranada Jr	Benefit	947.11
092123	Ronald V Ranada Jr	Benefit	52.62
100523	Ronald V Ranada Jr	Benefit	12.48
100523	Ronald V Ranada Jr	Benefit	12.13
121423	Ronald V Ranada Jr	Benefit	11.29
121423	Ronald V Ranada Jr	Benefit	78.99
101923	Ronald V Ranada Jr	Benefit	67.72
101923	Ronald V Ranada Jr	Benefit	33.87
111623	Ronald V Ranada Jr	Benefit	1.52
110223	Ronald V Ranada Jr	Benefit	2.20
110223	Ronald V Ranada Jr	Benefit	28.96
111623	Ronald V Ranada Jr	Gross	2,175.60
120123	Ronald V Ranada Jr	Gross	340.02
120123	Ronald V Ranada Jr	Gross	1,095.62
062724	Ronald V Ranada Jr	Gross	491.14
122823	Ronald V Ranada Jr	Gross	264.46
122823	Ronald V Ranada Jr	Gross	831.16
011124	Ronald V Ranada Jr	Gross	1,473.42
011124	Ronald V Ranada Jr	Gross	113.34
012524	Ronald V Ranada Jr	Gross	2,644.60
012524	Ronald V Ranada Jr	Gross	3,400.20
020824	Ronald V Ranada Jr	Gross	340.02
020824	Ronald V Ranada Jr	Gross	188.90
032124	Ronald V Ranada Jr	Gross	113.34
032124	Ronald V Ranada Jr	Gross	37.78
062724	Ronald V Ranada Jr	Gross	264.46
062724	Ronald V Ranada Jr	Gross	226.68
062724	Ronald V Ranada Jr	Gross	113.34
062724	Ronald V Ranada Jr	Gross	151.12
092123	Vendon McLeod	Gross	1,050.30
092123	Vendon McLeod	Benefit	441.39
071323	Vendon McLeod	Benefit	129.57
071323	Vendon McLeod	Benefit	16.34
090723	Vendon McLeod	Benefit	48.97
072723	Vendon McLeod	Benefit	653.92
072723	Vendon McLeod	Benefit	49.04
090723	Vendon McLeod	Benefit	1,062.63
100523	Vendon McLeod	Benefit	918.27
100523	Vendon McLeod	Benefit	126.82

121423	Vendon McLeod	Benefit	32.69
121423	Vendon McLeod	Gross	298.48
101923	Vendon McLeod	Gross	116.70
101923	Vendon McLeod	Gross	38.90
110223	Vendon McLeod	Gross	1,556.00
110223	Vendon McLeod	Gross	116.70
111623	Vendon McLeod	Gross	2,528.50
111623	Vendon McLeod	Gross	2,450.70
120123	Vendon McLeod	Gross	350.10
120123	Vendon McLeod	Gross	77.80
TR22-0300	2022 Annual Pavement Project		

Project Management

CIP Project Accounting

User: jacruz@americancanyon.gov

Printed: 1/6/2025 12:27:28 PM

Fiscal Year 0000 - Periods 00 to 15

Date Range 7/1/2023 to 6/30/2024

Tran Date	Sort Field	Description										
Tran Date	Account No	Name	Description	System	Batch	Check Date	Check No	Invoice No	Hours	LEMS-M	LEMS-S	Total Amt
	TR22-0400	ARPA1 Benton Wy Enhanced XWalk										
051424	211-85-450-48310	BPXpress	TR22-0400 Plan Sets - Measure T	AP	414-5-2024	5/16/2024 12:00:00 AM	192728	BEN-49935	0	35.5	0	35.50
051424	211-85-450-48310	BPXpress	TR22-0400 Professional Services - Meas	AP	414-5-2024	5/16/2024 12:00:00 AM	192728	BEN-49905	0	73.69	0	73.69
051424	211-85-450-48310	BPXpress	TR22-0400 Professional Services - Meas	AP	414-5-2024	5/16/2024 12:00:00 AM	192728	BEN-49425	0	364.17	0	364.17
063024	211-85-450-48310	Ghilotti Construction Co. Inc.	TR22-0400 Professional Service 6/2024	AP	431-6-2024	8/1/2024 12:00:00 AM	0	6100*01	0	74412.04	0	74,412.04
063024	213-85-450-48310	Ghilotti Construction Co. Inc.	TR22-0400 Professional Service 6/2024	AP	431-6-2024	8/1/2024 12:00:00 AM	0	6100*01	0	74412.04	0	74,412.04
052124	213-85-450-48310	Syar Industries LLC	TR22-0400 Cutback - RMRA	AP	424-5-2024	5/23/2024 12:00:00 AM	192777	73950394	0	1000.63	0	1,000.63
063024	213-85-450-48310	Syar Industries LLC	TR22-0400 Backfill Sand - RMRA	AP	425-6-2024	7/3/2024 12:00:00 AM	193023	73950392	0	253.59	0	253.59
061724	213-85-450-48310	Bayshore Materials Inc.	TR22-0400 Sand Slurry - RMRA	AP	421-6-2024	6/21/2024 12:00:00 AM	192964	41762	0	515.15	0	515.15
061724	213-85-450-48310	Bayshore Materials Inc.	TR22-0400 Sand Slurry - RMRA	AP	421-6-2024	6/21/2024 12:00:00 AM	192964	41776	0	232.11	0	232.11
050824	213-85-450-48310	Bayshore Materials Inc.	TR22-0400 Sand Slurry - RMRA	AP	410-5-2024	5/9/2024 12:00:00 AM	192707	41622	0	450.53	0	450.53
061724	213-85-450-48310	Bayshore Materials Inc.	TR22-0400 Sand Slurry - RMRA	AP	421-6-2024	6/21/2024 12:00:00 AM	192964	41768	0	475.15	0	475.15
061724	213-85-450-48310	Bayshore Materials Inc.	TR22-0400 Sand Slurry - RMRA	AP	421-6-2024	6/21/2024 12:00:00 AM	192964	41797	0	567.93	0	567.93
052124	240-85-450-48310	MNG Partnership Holdings LLC	TR22-0400 Notice to Bidders - ARPA	AP	424-5-2024	5/23/2024 12:00:00 AM	192775	0006820439	0	1169	0	1,169.00
063024	540-85-450-48310	Ghilotti Construction Co. Inc.	TR22-0400 Professional Services 6/202	AP	431-6-2024	8/1/2024 12:00:00 AM	0	6100*01	0	40826.83	0	40,826.83
063024	510-85-450-48310	Ghilotti Construction Co. Inc.	TR22-0400 Professional Service 6/2024	AP	431-6-2024	8/1/2024 12:00:00 AM	0	6100*01	0	1249.09	0	1,249.09
063024	240-85-960-48310		Reclass 101-11-2024 for TR22-0400 RE GL		0-0-0		0	Not Applicable	0	1169	0	1,169.00
063024	240-85-960-48310	Ghilotti Construction Co. Inc.	TR22-0400 Professional Services 6/202	AP	431-6-2024	8/1/2024 12:00:00 AM	0	6100*01	0	76000	0	76,000.00
063024	240-85-450-48310		Reclass 101-11-2024 for TR22-0400 RE GL		0-0-0		0	Not Applicable	0	-1169	0	(1,169.00)
063024	240-85-960-33110		TR22-0400 Earned revenue FY 23-24 AI GL		0-0-0		0	Not Applicable	0	0	0	(77,169.00)

	Employee Name	Type	Amount
121423	Kristine Joy Delos Santos	Benefit	73.65
121423	Kristine Joy Delos Santos	Benefit	79.70
011124	Kristine Joy Delos Santos	Benefit	557.89
011124	Kristine Joy Delos Santos	Benefit	916.53
020824	Kristine Joy Delos Santos	Benefit	986.27
020824	Kristine Joy Delos Santos	Benefit	617.65
022224	Kristine Joy Delos Santos	Benefit	1,474.42
022224	Kristine Joy Delos Santos	Benefit	466.25
030724	Kristine Joy Delos Santos	Benefit	1,006.20
030724	Kristine Joy Delos Santos	Benefit	687.41
012524	Kristine Joy Delos Santos	Benefit	147.83
012524	Kristine Joy Delos Santos	Benefit	25.68
032124	Kristine Joy Delos Santos	Benefit	141.67
032124	Kristine Joy Delos Santos	Benefit	153.48

Sum of Amount	Column Labels		
Row Labels	Benefit	Gross	Grand Total
Kristine Joy Delos Santos	9,376.83	28,924.73	38,301.56
Ronald V Ranada Jr	1,431.04	4,911.40	6,342.44
Vendon McLeod	1,118.53	3,003.60	4,122.13
Grand Total	11,926.40	36,839.73	48,766.13

062724	Kristine Joy Delos Santos	Benefit	1,145.67
041824	Kristine Joy Delos Santos	Benefit	27.82
041824	Kristine Joy Delos Santos	Benefit	430.38
040424	Kristine Joy Delos Santos	Benefit	438.33
040424	Kristine Joy Delos Santos	Gross	236.12
053024	Kristine Joy Delos Santos	Gross	236.12
061324	Kristine Joy Delos Santos	Gross	1,652.84
061324	Kristine Joy Delos Santos	Gross	2,715.38
050224	Kristine Joy Delos Santos	Gross	2,921.99
062724	Kristine Joy Delos Santos	Gross	1,829.93
062724	Kristine Joy Delos Santos	Gross	4,368.22
053024	Kristine Joy Delos Santos	Gross	2,981.02
050224	Kristine Joy Delos Santos	Gross	2,036.54
062724	Kristine Joy Delos Santos	Gross	3,394.23
061324	Kristine Joy Delos Santos	Gross	1,918.48
051624	Kristine Joy Delos Santos	Gross	1,564.30
051624	Kristine Joy Delos Santos	Gross	1,298.66
061324	Kristine Joy Delos Santos	Gross	1,770.90
122823	Ronald V Ranada Jr	Benefit	67.70
012524	Ronald V Ranada Jr	Benefit	135.46
012524	Ronald V Ranada Jr	Benefit	8.08
020824	Ronald V Ranada Jr	Benefit	146.72
020824	Ronald V Ranada Jr	Benefit	191.87
122823	Ronald V Ranada Jr	Benefit	225.72
032124	Ronald V Ranada Jr	Benefit	191.87
032124	Ronald V Ranada Jr	Benefit	56.44
022224	Ronald V Ranada Jr	Benefit	12.13
022224	Ronald V Ranada Jr	Benefit	6.57
030724	Ronald V Ranada Jr	Benefit	101.59
030724	Ronald V Ranada Jr	Benefit	86.89
041824	Ronald V Ranada Jr	Benefit	37.45
041824	Ronald V Ranada Jr	Benefit	4.53
051624	Ronald V Ranada Jr	Benefit	158.02
051624	Ronald V Ranada Jr	Gross	75.56
053024	Ronald V Ranada Jr	Gross	226.68
062724	Ronald V Ranada Jr	Gross	453.36
061324	Ronald V Ranada Jr	Gross	491.14
050224	Ronald V Ranada Jr	Gross	642.26
053024	Ronald V Ranada Jr	Gross	755.60
062724	Ronald V Ranada Jr	Gross	642.26
061324	Ronald V Ranada Jr	Gross	188.90
062724	Ronald V Ranada Jr	Gross	340.02
062724	Ronald V Ranada Jr	Gross	528.92
062724	Ronald V Ranada Jr	Gross	113.34
050224	Ronald V Ranada Jr	Gross	453.36
041824	Vendon McLeod	Benefit	23.18
041824	Vendon McLeod	Benefit	247.82
051624	Vendon McLeod	Benefit	48.74

040424	Vendon McLeod	Benefit	316.03
040424	Vendon McLeod	Benefit	36.12
061324	Vendon McLeod	Benefit	425.41
061324	Vendon McLeod	Benefit	21.23
050224	Vendon McLeod	Gross	81.68
062724	Vendon McLeod	Gross	116.70
050224	Vendon McLeod	Gross	714.70
051624	Vendon McLeod	Gross	81.68
053024	Vendon McLeod	Gross	722.38
053024	Vendon McLeod	Gross	224.62
062724	Vendon McLeod	Gross	1,061.84
TR22-0400	ARPA1 Benton Wy Enhanced XWalk		

General Ledger

Summary Trial Balance

User: jcruz@americancanyon.gov
 Printed: 01/08/2025 - 11:30AM
 Period: 01 to 15, 2023
 Include: (ALL)
 Account From: 100-50-520
 Account To: 100-50-520
 Include Uncommitted JE's: True



Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 100	100 GENERAL FUND					
REVENUE						
Dept 50	PUBLIC WORKS					
100-50-520-35170	Developer Contribution In Lieu	0.00	0.00	0.00	0.00	0.00
100-50-520-36330	Insurance Reimbursements	30,000.00	0.00	0.00	11,004.74	-11,004.74
100-50-520-36390	Misc Revenues - Other	0.00	0.00	0.00	217.14	-217.14
100-50-520-37260	Transfer In from Gas Tax	300,000.00	0.00	0.00	300,000.00	-300,000.00
100-50-520-37270	Transfer In from Measure A	0.00	0.00	0.00	0.00	0.00
	100-50 REVENUE Totals:	330,000.00	0.00	0.00	311,221.88	-311,221.88
	REVENUE Totals:	330,000.00	0.00	0.00	311,221.88	-311,221.88
EXPENSE						
Dept 50	PUBLIC WORKS					
100-50-520-41110	Wages - Full time	199,247.89	0.00	209,831.09	11,957.56	197,873.53
100-50-520-41120	Wages - Part Time	0.00	0.00	0.00	0.00	0.00
100-50-520-41140	Wages - Overtime	3,000.00	0.00	2,279.50	23.07	2,256.43
100-50-520-41210	Health Insurance	17,166.00	0.00	17,661.66	0.00	17,661.66
100-50-520-41230	Health-In-Lieu	7,200.00	0.00	6,412.50	0.00	6,412.50
100-50-520-41240	Cafeteria Plan Section 125	9,330.60	0.00	8,945.04	0.00	8,945.04
100-50-520-41250	PERS Retirement	44,503.71	0.00	41,591.41	803.88	40,787.53
100-50-520-41260	Social Security & Medicare	3,128.79	0.00	3,303.23	188.91	3,114.32
100-50-520-41270	Worker Comp Insurance	8,296.07	0.00	8,200.28	0.00	8,200.28
100-50-520-41290	Benefits - Other	0.00	0.00	879.85	34.75	845.10
100-50-520-42150	Info Tech Support Services	3,000.00	0.00	701.82	0.00	701.82
100-50-520-42190	Misc Contractual Services	10,000.00	0.00	5,771.71	0.00	5,771.71
100-50-520-42310	General Repairs & Maint	168,000.00	0.00	110,455.25	2,584.86	107,870.39

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
100-50-520-42315	Reimbursable Repairs	30,000.00	0.00	7,000.00	0.00	7,000.00
100-50-520-42425	Membership Dues & Subscription	4,750.00	0.00	1,972.30	0.00	1,972.30
100-50-520-42430	Conferences - Training	6,500.00	0.00	3,142.93	20.00	3,122.93
100-50-520-42484	ISF - Fleet	67,596.00	0.00	67,580.00	0.00	67,580.00
100-50-520-42485	ISF - Info Tech	19,873.00	0.00	19,909.00	0.00	19,909.00
100-50-520-42487	ISF - Legal Services	4,292.00	0.00	4,286.00	0.00	4,286.00
100-50-520-43110	Office Supplies	1,000.00	0.00	701.86	36.18	665.68
100-50-520-43115	Operating Supplies	143,000.00	0.00	133,044.45	13,359.35	119,685.10
100-50-520-43210	Utilities - Gas & Elec	102,121.00	0.00	104,850.94	4,210.06	100,640.88
100-50-520-43220	Util-PhonesPgrsInternetCable	1,655.00	0.00	1,435.99	0.00	1,435.99
100-50 EXPENSE Totals:		853,660.06	0.00	759,956.81	33,218.62	726,738.19
EXPENSE Totals:		853,660.06	0.00	759,956.81	33,218.62	726,738.19
Fund 100 Totals:		-523,660.06	0.00	759,956.81	344,440.50	415,516.31
Report Totals:		-523,660.06	0.00	759,956.81	344,440.50	415,516.31

General Ledger

Summary Trial Balance

User: jcruz
 Printed: 12/22/2022 - 9:15AM
 Period: 01 to 15, 2022



Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 100	100 GENERAL FUND					
REVENUE						
Dept 50	PUBLIC WORKS					
100-50-520-35170	Developer Contribution In Lieu	0.00	0.00	0.00	0.00	0.00
100-50-520-36330	Insurance Reimbursements	30,000.00	0.00	0.00	3,974.00	-3,974.00
100-50-520-37260	Transfer In from Gas Tax	300,000.00	0.00	0.00	300,000.00	-300,000.00
100-50-520-37270	Transfer In from Measure A	0.00	0.00	0.00	0.00	0.00
	100-50 REVENUE Totals:	330,000.00	0.00	0.00	303,974.00	-303,974.00
	REVENUE Totals:	330,000.00	0.00	0.00	303,974.00	-303,974.00
EXPENSE						
Dept 50	PUBLIC WORKS					
100-50-520-41110	Wages - Full time	212,965.00	0.00	203,818.63	0.00	203,818.63
100-50-520-41120	Wages - Part Time	0.00	0.00	0.00	0.00	0.00
100-50-520-41140	Wages - Overtime	3,327.00	0.00	2,040.60	0.00	2,040.60
100-50-520-41210	Health Insurance	19,168.00	0.00	19,100.02	0.00	19,100.02
100-50-520-41230	Health-In-Lieu	7,200.00	0.00	7,200.00	0.00	7,200.00
100-50-520-41240	Cafeteria Plan Section 125	9,580.00	0.00	9,579.60	0.00	9,579.60
100-50-520-41250	PERS Retirement	41,289.00	0.00	41,085.20	0.00	41,085.20
100-50-520-41260	Social Security & Medicare	3,285.00	0.00	3,230.72	0.00	3,230.72
100-50-520-41270	Worker Comp Insurance	10,602.00	0.00	10,601.24	0.00	10,601.24
100-50-520-41290	Benefits - Other	807.00	0.00	781.23	0.00	781.23
100-50-520-42150	Info Tech Support Services	3,050.00	0.00	1,402.32	0.00	1,402.32
100-50-520-42190	Misc Contractual Services	10,200.00	0.00	8,162.92	186.35	7,976.57
100-50-520-42310	General Repairs & Maint	135,000.00	0.00	108,155.25	0.00	108,155.25
100-50-520-42315	Reimbursable Repairs	30,000.00	0.00	17,176.00	0.00	17,176.00
100-50-520-42425	Membership Dues & Subscription	5,000.00	0.00	2,307.51	0.00	2,307.51
100-50-520-42430	Conferences - Training	6,000.00	0.00	3,139.09	0.00	3,139.09

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
100-50-520-42484	ISF - Fleet	133,600.00	0.00	133,600.00	0.00	133,600.00
100-50-520-42485	ISF - Info Tech	3,600.00	0.00	3,600.00	0.00	3,600.00
100-50-520-43110	Office Supplies	1,000.00	0.00	1,144.73	0.00	1,144.73
100-50-520-43115	Operating Supplies	100,000.00	0.00	91,963.63	164.75	91,798.88
100-50-520-43210	Utilities - Gas & Elec	114,992.00	0.00	106,744.50	0.00	106,744.50
100-50-520-43220	Util-PhonesPgrrsInternetCable	1,462.00	0.00	1,351.49	0.00	1,351.49
	100-50 EXPENSE Totals:	852,127.00	0.00	776,184.68	351.10	775,833.58
	EXPENSE Totals:	852,127.00	0.00	776,184.68	351.10	775,833.58
	Fund 100 Totals:	-522,127.00	0.00	776,184.68	304,325.10	471,859.58
	Report Totals:	-522,127.00	0.00	776,184.68	304,325.10	471,859.58

RESOLUTION NO. 2025-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON APPROVING CERTIFICATION OF 6.67% EQUIVALENT FUND EXPENDITURES UNDER THE MEASURE “T” PROGRAM (THE NAPA COUNTYWIDE ROAD MAINTENANCE ACT)

WHEREAS, on November 6, 2012 the voters of Napa County passed the Napa Countywide Road Maintenance Act, also known as Measure T, which imposes a half cent transaction and use (sales) tax to provide supplemental funding for road maintenance as detailed in the Measure T Expenditure Plan; and

WHEREAS, the Napa Valley Transportation Authority – Tax Authority (NVTA-TA) is the designated agency that administers and oversees Measure T revenues; and

WHEREAS, the City of American Canyon is an eligible recipient of Measure T funds; and

WHEREAS, the tax proceeds will be used to pay for the projects outlined in the Measure T Expenditure Plan allocated to the County of Napa and the cities and towns within Napa County ("Local Agencies") as set forth in Measure T; and

WHEREAS, under the Measure T Expenditure Plan, Measure T funds are provided to the Local Agencies to be used for streets and roads projects as defined in the Measure; and

WHEREAS, the City of American Canyon has entered into a Master Agreement, as amended, with NVTA-TA that outlines procedures for Measure T expenditures, and

WHEREAS, the City of American Canyon shall determine and certify to NVTA-TA the annual spending towards qualifying Class I Bicycle Facilities, consistent with the criteria set forth in Section 3 B of Ordinance No. 1201-01, including a memorandum detailing the supporting financial documentation and the methodology utilized to calculate the total spending and funding source; and

WHEREAS, the amount set forth in Exhibit “A” will be deemed the “Equivalent Fund Spending for Class I Bicycle Facilities” of the City of American Canyon, which must be maintained annually throughout the term of the Measure from qualifying local general funds, formula specific funds, and Class I facility contributions by private development; and

WHEREAS, by January 31st each calendar year, the City of American Canyon must certify to, and provide NVTA-TA a copy of supporting documentation as well as a Resolution approved by the governing body of the City of American Canyon, including backup documentation, demonstrating that the Equivalent Fund Class I Bicycle Facilities spending occurred during the prior fiscal year; and

WHEREAS, Measure T project(s) will comply with the requirements under the California Environmental Quality Act (California Code Sections 21000 et seq.; as implemented through California Regulations Title 14, Chapter 3, Sections 15000 et seq.)

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon does resolve as follows:

1. The City Council of the City of American Canyon hereby certifies the Equivalent Fund Class I Bicycle Facilities expenditures for Fiscal Year 2023-24 in Exhibit A.
2. The Resolution is hereby adopted and becomes effective and in full force immediately upon adoption.

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 21st day of January, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVE AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney

EXHIBIT A

List of Equivalent Fund Expenditures for Class I Trails

Fiscal Year	Project	Funding Source	Amount
2023-24	Wetlands Edge Court Class I	Local Funds (Development: SDG 217)	\$157,440.00
		Total Contributions	\$157,440.00



TITLE

Ordinance Modifying Certain Compensation Provisions for the Members of the City Council Second Reading

RECOMMENDATION

Waive reading, read by title only, and adopt Ordinance 2024-09 modifying the compensation of the members of City Council.

CONTACT

William D. Ross, City Attorney

BACKGROUND & ANALYSIS

The City Council's compensation was increased to \$950.00 per month effective November 6, 2024 (City Municipal Code (ACMC) Chapter 2.04.060). Under Government Code section 36516.5, no change in compensation may apply to a member of the City Council during his or her term of office, unless an election was held after the passage of the ordinance and one or more members of such council becomes eligible for a salary increase by virtue of beginning a new term of office. Following the November 5, 2024 Election, the Napa County Elections Official began the process of certifying the election results. Due to the time needed to certify results, at the City Council's December 3, 2024 meeting, the Council conducted the First Reading of an Ordinance that postponed the effective date of the pay increase to December 7, 2024, which also corresponds with the City's pay period.

Also, by way of background, City Ordinance No. 2004-01 established compensation for City Council Members when agenda items included matters related to the Water District. Consistent with the City's recently adopted Code of Conduct and Governance Protocols Ordinance, the Council desires this additional compensation be eliminated, which will also be accomplished by final adoption of the attached Ordinance.

Upon Second Reading and final adoption of the attached Ordinance, the City Council's compensation will be adjusted to \$950.00 per month, retroactively effective to December 7, 2024.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

The Recommended Action will have no fiscal impact because the proposed compensation provisions were contemplated in the Fiscal Year 2024-2025 Budget.

ENVIRONMENTAL REVIEW

Consistent with the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) ("CEQA") and the Administrative Regulations Implementing CEQA (Title 14, Cal. Code Regs., Section 15000 et seq.) ("CEQA Guidelines"), the adoption of the proposed Ordinance is not a "project" within the meaning of CEQA because pursuant to CEQA Guidelines Section 15378(b)(4) it involves only a government fiscal activity that does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment.

ATTACHMENTS:

[1. Ordinance](#)

ORDINANCE NO. 2024-___

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON
TO MODIFYING THE COMPENSATION OF THE MEMBERS OF THE CITY COUNCIL**

WHEREAS, pursuant to Government Code section 36516(a)(2)(a), on October 17, 2023, the City Council adopted Ordinance No. 2023-10 amending City Municipal Code Chapter 2.04.060 to set City Council monthly compensation at \$950.

WHEREAS, Ordinance No. 2023-10 ordained the effective date for the increase in pay as November 6, 2024, after the next election cycle in accordance with existing law.

WHEREAS, as of November 26, 2024, the November 5, 2024 Election results have not been certified.

WHEREAS, December 7, 2024, is the beginning of the pay period following the anticipated December 3, 2024 Election results certification.

WHEREAS, City Ordinance No. 2004-01, adopted on August 19, 2004 established compensation for City Council Members when agenda items included matters related to the former American Canyon County Water District (“Water District”).

WHEREAS, City Ordinance No. 2009-02, adopted on January 20, 2009 modified the compensation for City Council Members when agenda items included matters related to the Water District.

WHEREAS, consistent with City Ordinance No. 2024-08, adopting the City’s Code of Conduct and Governance Protocols, the City Council no longer wishes to receive additional compensation for Water District matters.

NOW THEREFORE THE CITY COUNCIL OR THE CITY OF AMERICAN CANYON DOES HEREBY ORDAIN AS FOLLOWS:

Section 1: Chapter 2.04.060 of the Municipal Code shall be amended to provide (amendments in bold):

3. Section 2.04.060(A)(4) is amended to provide: Notwithstanding the effective date of the ordinance codified in this chapter, consistent with Government Code Section 36516.5, the salaries of the members of the city council shall not be increased to nine hundred fifty dollars per month until **December 7, 2024**.

Section 2: All previous ordinances concerning additional compensation for City Council members when agenda items include matters related to the Water District are hereby rescinded.

Section 3: This Ordinance shall be effective as of November 6, 2024.

Consistent with the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) ("CEQA") and the Administrative Regulations Implementing CEQA (Title 14, Cal. Code Regs., Section 15000 et seq.) ("CEQA Guidelines"), the Board has determined that the adoption of this Resolution is not a "project" within the meaning of CEQA because pursuant to CEQA Guidelines Section 15378(b)(4) it involves only a government fiscal activity that does not involve any commitment to any specific project that may result in a potentially significant physical impact on the environment. The City Clerk or designee may file a Notice of Exemption with the Napa County Clerk within three (3) days following adoption of this Resolution.

The foregoing Ordinance was introduced at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 3RD day of December 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pierre Washington, Mayor

ATTEST:

APPROVED AS TO FORM:

Taresa Geilfuss, CMC, City Clerk

William D. Ross, City Attorney



TITLE

Notice Voiding Planning Commission's Issuance of Napa Valley Ruins and Gardens (NVRG) Fencing Design Review Permit

RECOMMENDATION

CONTACT

William D. Ross, City Attorney

BACKGROUND & ANALYSIS

Special Counsel, Berliner Cohen LLP, retained for this matter issued an analysis concluding that under the Watson Ranch Specific Plan, the Development Agreement between the City of American Canyon ("City") and American Canyon I, LLC ("AC-1"), and relevant City Municipal Code sections a Design Review Permit was not needed for the Napa Valley Ruins & Gardens fence. Therefore, the November 21, 2024, issuance of a Design Review Permit by the City's Planning Commission was an ultra vires action outside its authority and jurisdiction and is null and void. The appeals filed by McGrath Properties/AC-1 and the Napa County Bicycle Coalition accordingly have become moot, or without legal effect, and the Public Hearing set to hear the appeals is vacated.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Not applicable.

FISCAL IMPACT

N/A

ENVIRONMENTAL REVIEW

N/A

ATTACHMENTS:

None

Future Agenda Items

January 23, 2025 - Planning Commission Meeting. 6:30 p.m.

258 Napa Junction Appeal
Crawford Way Apartment Townhome Design Permit

January 29, 2025 – Special City Council Meeting. 4:00 p.m.

Commissioner Interviews/Appointments

February 4, 2025 - Regular City Council Meeting; 6:30 p.m.

Proclamation for Black History Month
Proclamation for Ken Leary
Presentation on Hwy 29 Multi Modal Project (NVTA)
Recology Fee Addendum
Amendment to Master Fee Schedule for EV Charging
Giovannoni Tentative Parcel Map
Skatepark Municipal Code Update
Human Resources Annual Report

February 5, 2025 – OSATS Meeting. 6:30 p.m.

Meeting Cancelled

February 13, 2025 – Finance Subcommittee Meeting. 9:30 a.m.

Mid-Year Budget Update

February 13, 2025 – Parks and Community Services Meeting. 6:30 p.m.

Meeting Cancelled

February 18, 2025 – Regular City Council Meeting. 6:30 p.m.

Meet the Council and State of the City Open House
Mid-Year Budget Update

February 27, 2025 - Planning Commission Meeting. 6:30 p.m.

General Plan and Housing Element General Report

March 4, 2025 - Regular City Council Meeting. 6:30 p.m.

Proclamation – Acknowledging Ramadan
Proclamation – American Red Cross Month
Proclamation – American Women’s History Month
Skatepark Municipal Code Update
Annual Police Report
Parks and Recreation Refund Policy